

**AGENDA**  
**LONG BRANCH SEWERAGE AUTHORITY**  
**Regular Meeting**

**June 17, 2015**

- I. Opening of meeting at \_\_\_\_\_ p.m. by \_\_\_\_\_
- II. Notation of attendance

<b>Name</b>	<b>Position</b>	<b>In</b>	<b>Out</b>
L. Frank Blaisdell	Chairman		
Thomas George	Vice-Chairman		
David Brown	Secretary		
Michael Booth	Treasurer		
James Mazza	Asst. Secretary/ Treas.		
Joseph Martone	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Laurie Hartnett	PCC Officer		
Liz Vieira	Secretary		

- III. Announcement by presiding officer, pursuant to New Jersey Open Public Meetings Act, that

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2015, has been provided by publication thereof in the *Link* on March 19, 2015, as a “legal” advertisement and in the *Asbury Park Press* on March 14, 2015, as a “legal” advertisement and by forwarding duplicates thereof on February 20, 2015, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that this item of the Agenda be closed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of May 20, 2015

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, May 20, 2015, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on May 20, 2015, if any **(YES)**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on May 20, 2015, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, as to items to be received and filed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

**LIST OF CORRESPONDENCE FOR REGULAR MEETING  
LONG BRANCH SEWERAGE AUTHORITY**

**June 17, 2015**

- 1) Certified public notice received 05/21/15, from Borough of West Long Branch, re: B 10 Lot 19/ 63 Victor Ave/ Owner is asking to construct a second floor addition and front porch extension.
- 2) Letter dated 05/20/15 received 05/26/15 from Kennedy Consulting Engineers, LLC., re: Sewer Availability for 465 Church St / Block 469 Lot 11
- 3) Affidavit of Publication dated 05/25/15 received 05/28/15 from Asbury Park Press, re: Connection Fee Hearing
- 4) Copy of Letter dated 05/28/15 received 06/01/15 from Mr. Thibault, Esq., to Kevin McGovern, Esq., re: Mr. Thornton
- 5) Memo dated 05/28/15 received 06/02/15 from PERMA Risk Management Services, re: CPR/AED Training
- 6) Certified public notice received 06/02/15 from the Borough of Little Silver Planning Board, re: Minor Site Plan Approval for a few lots all located in the borough of Little Silver
- 7) Certified public notice received 06/04/15 from the City of Long Branch Zoning Board of Adjustment, re: New Variance application to expand the attic area and finish basement for property at 1003 Elberon Ave/ Block 30 Lot 4
- 8) Certified public notice received 06/04/15 from the City of Long Branch Zoning Board of Adjustment, re: Height Variance application for a one-family residence in order to raise the dwelling on property located at 492 West St/ Block 463 Lot 3
- 9) Notice received 06/04/15 from Brown & Brown, re: New account service team
- 10) Letter of Transmittal dated 06/03/15 received 06/05/15 from MBE Mark III Electric, re: AA-202 Project Workforce Report Period and Weekly Certified Payroll Reports
- ACTION** 11) Letter dated 06/05/15 received 06/05/15 from Maser Consulting, re: CVS Pharmacy Project / Block 289 Lots 1-5
- ACTION** 12) Letter dated 06/05/15 received 06/05/15 from Maser Consulting, re: New Residence Hall-North Campus / Monmouth University / Block 38 Lots 4,27,28

***ACTION***

- 13) Letter dated 06/05/15 received 06/05/15 from Maser Consulting, re: Multifamily Residential Building on Ocean Ave and North Bath Ave/ Block 216 Lot 2
- 14) Affidavit of Publication dated 05/28/15 received 06/08/15 from The Link, re: Connection Fee Hearing
- 15) Letter received 06/08/15 from FEMA, re: Hurricane Sandy Flood Insurance Claims Review

***ACTION***

- 16) Letter dated 06/10/15 received 06/10/15 from Maser Consulting, re: 2014 Collection System Rehabilitation Project Partial Payment request #2 for \$187,663.71
- 17) Application received 06/11/15 from City of Long Branch, re: Road opening permit for Sairs Ave
- 18) Application received 06/11/15 from City of Long Branch, re: Road opening permit for Hullick Street
- 19) Letter dated 06/09/15 received 06/11/15 from Maser Consulting, re: 2014 Collection System Rehabilitation Project monthly project workforce and certified payroll reports for Jan., Feb., Mar., and April 2015
- 20) Letter dated 06/08/15 received 06/11/15 from Maser Consulting, re: Outfall Anchor replacement and repair project maintenance bond
- 21) Letter dated 06/11/15 received 06/11/15 from Maser Consulting, re: 2014 Collection System Rehabilitation Project monthly project workforce and certified payroll reports for May 2015
- 22) Letter dated 06/08/15 received 06/11/15 from Maser Consulting, re: 2014 Collection System Rehabilitation Project Certificates of Insurance and business registration
- 23) Certified Notice received 06/11/15 from City of Long Branch, re: Application for variance to elevate existing home at 80 Shrewsbury drive/ Block 451 Lot 16
- 24) Certified Notice received 06/11/15 from Borough of WLB, re: Application for variance to construct a second floor addition and new front porch to existing single family at 63 Victor Ave / Block 10 Lot 19
- 25) Copy of letter dated 06/10/15 received 06/12/15 from Maser Consulting to Ms. Mimi Feliciano / FEM South Beach LLC, re: South Beach at Long Branch North Bath Ave, Ocean Blvd and Ocean Ave / Block 216 Lot 1-6 application approval Based on the all received documents

***ACTION***

- 26) Proposal dated 06/12/15 received 06/12/15 Edmunds & Associates, re: new billing/ accounting software
- 27) Letter dated 06/08/15 received 06/12/15 from APS Contracting Inc., re: Wastewater Treatment Plant Modifications Project# LBS-195

VIII. Report of Executive Director for May 2015

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the same, as prepared and submitted, is approved and ordered received and filed and made a part of the Minutes of this Meeting

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of May 2015

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of May 2015 prepared and submitted by the Executive Director for approval, is found regular and payment of each and all thereof, be, and it is, hereby, authorized to be made out of funds of Authority as the same are, or may become, available for such purpose.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since May 20, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken and dispositions made by Authority Counsel, of and with regard and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since May 20, 2015.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken by Authority Auditor, of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XII. As to Insurance Committee

1. Report, if any
2. Action, if any

XIII. Report, if any, by Investment Committee

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Investments be approved and made.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XIV. Transfers, if any

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the List of Transfers, as submitted, is approved, ordered, received and filed and made a part of the Minutes of this Meeting.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XV. Old Business

A. Engineer's Report on Redevelopment Projects

1. Report, if any
2. Action, if any

B. Future Capital Improvement Program

1. Report, if any
2. Action, if any

C. Fence & Gates

1. Report, if any
2. Action, if any

D. Flood Barriers

1. Report, if any
2. Action, if any

E. Mechanic Improvements

1. Report, if any
2. Action, if any

F. Collection Systems Rehabilitation

1. Report, if any
2. Action, if any

G. F.E.M.A.

1. Report, if any
2. Action, if any

XVI. New Business

XVII. Miscellaneous Suggestions for Good of Authority

XVIII. Adjournment at \_\_\_\_\_ o'clock p.m.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that  
the meeting be adjourned.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	



## RESOLUTION

Mr. \_\_\_\_\_ offered the following Resolution and moved its adoption, seconded by Mr. \_\_\_\_\_.

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter the “Authority”) desires to approve the sanitary sewer and release the performance bond for CVS Pharmacy, Block 289 Lot 1-5 conditional upon all engineering and Authority fees being paid in full and conditional submission of a two (2) year Maintenance Bond in the amount of \$2,036.79, and

**WHEREAS**, the Authority Engineer has recommended conditional release of said performance bond and any unused escrow funds, as per his letter dated June, 5, 2015, attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority hereby conditional releases the performance bond and unused escrow funds for Block 289 Lot 1-5, Account # 289-000-000 as per the recommendation of the Authority Engineer per the above referenced letter.

### **ROLL CALL:**

Mr. Blaisdell	-
Mr. George	-
Mr. Booth	-
Mr. Brown	-
Mr. Mazza	-

Date: June 17, 2015  
R1.6-15  
Exhibit

## RESOLUTION

Mr. \_\_\_\_\_ offered the following Resolution and moved its adoption, seconded by Mr. \_\_\_\_\_.

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter the “Authority”) desires to approve the sanitary sewer and release the performance bond for New Residence Hall-North Campus at Monmouth University, Block 38 Lot 4, 27 & 28 conditional upon all engineering and Authority fees being paid in full, and

**WHEREAS**, the Authority Engineer has recommended conditional release of said performance bond and any unused escrow funds, as per his letter dated June, 5, 2015, attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority hereby conditional releases the performance bond and unused escrow funds for Block 38 Lot 4, 27 and 28, Account # 038-004-00W as per the recommendation of the Authority Engineer per the above referenced letter.

### ROLL CALL:

Mr. Blaisdell	-
Mr. George	-
Mr. Booth	-
Mr. Brown	-
Mr. Mazza	-

Date: June 17, 2015

R2.6-15

Exhibit

## RESOLUTION

Mr. \_\_\_\_\_ offered the following Resolution and moved its adoption, seconded by Mr. \_\_\_\_\_.

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter the “Authority”) recommends that MC Project No. LBS-210 application and remaining escrow monies be returned to the applicant, and

**WHEREAS**, a separate application LBS-261, South Beach at Long Branch, Block 216, Lots 1-6 which includes Lot 2 from project LBS-210 Application, has been submitted and conditionally approved, and

**WHEREAS**, the Authority Engineer has recommended the close out of MC Project No. LBS-210 as per his letter dated June 5, 2015, attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority hereby closes MC-Project No. LBS-210 application and returns any remaining escrow monies to the applicant as per the recommendation of the Authority Engineer per the above referenced letter.

### ROLL CALL:

Mr. Blaisdell	-
Mr. George	-
Mr. Booth	-
Mr. Brown	-
Mr. Mazza	-

Date: June 17, 2015  
R3.6-15  
Exhibit

**RESOLUTION**

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by \_\_\_\_\_

**WHEREAS**, the Long Branch Sewerage Authority has received a Partial Payment Request, # 2, from P.M. Construction Corp. for the 2014 Collection Systems Rehabilitation Project, and

**WHEREAS**, this request for payment is in the amount of \$187,663.71, and

**WHEREAS**, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated June 10, 2015, attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that it approves payment of request # 2 to P.M. Construction Corp. in the amount of \$187,663.71.

**ROLL CALL:**

- Mr. Blaisdell -
- Mr. George -
- Mr. Booth -
- Mr. Brown -
- Mr. Mazza -

Date: June 17, 2015  
R4.6-15  
Exhibit

## RESOLUTION

\_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by \_\_\_\_\_.

**WHEREAS**, the Long Branch Sewerage Authority feels that it is beneficial to the tax payers of the City of Long Branch to replace and upgrade the Authority's billing / accounting software, and

**WHEREAS**, In accordance with the local public contracts law, the Edmunds software is proprietary in nature and therefore is not required to be bid, and

**WHEREAS**, the new software Edmunds will replace Flexbill and Microfund, and

**WHEREAS**, Edmunds will have many new features that will be customer friendly such as online payments using credit cards or EFT checks, and it also includes the required voucher/ purchase order feature, and

**WHEREAS**, Edmunds software installation will be estimated around \$40,553.50 as per quote attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that it recommends and approves:

- 1) Edmunds to be the official billing/ accounting software
- 2) The Authority's Executive Director hereby authorizes to purchase Edmunds as its official billing/ accounting program for \$40,553.50

### ROLL CALL:

Mr. Blaisdell            -  
Mr. George             -  
Mr. Booth              -  
Mr. Brown             -  
Mr. Mazza             -

Date: June 17, 2015  
R5.6-15  
Exhibit

**RESOLUTION**

Mr. \_\_\_\_\_ offered the following Resolution and moved its adoption; seconded by Mr. \_\_\_\_\_.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in various circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority as follows:

1. The Public shall be excluded from discussion and action upon the hereinafter subject matters.
2. The general nature of the subject matter to be discussed is as follows:
3. It is anticipated at this time that the above-stated subject matters will be made public when the matters are resolved.
4. This Resolution shall take effect immediately.

**ROLL CALL:**

Mr. Blaisdell            -  
Mr. Booth                -  
Mr. Brown               -  
Mr. George              -  
Mr. Mazza                -

Date:  
ResExSess