

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

**June 20, 2018**

I. Opening of meeting at \_\_\_\_\_ p.m. by \_\_\_\_\_

II. Notation of attendance

<b>Name</b>	<b>Position</b>	<b>In</b>	<b>Out</b>
Thomas George	Chairman		
Michael Booth	Vice-Chairman		
James Mazza	Secretary		
David Brown	Treasurer		
L. Frank Blaisdell	Asst. Secretary/ Treas.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Sue Brasfield	Engineer		
Nicole Woods	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 2018, has been provided by publication thereof in the *Link* on March 1, 2018, as a “legal” advertisement and in the *Asbury Park Press* on February, 27 2018, as a “legal” advertisement and by forwarding duplicates thereof on February 22, 2018, 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 16, 2018

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, May 16, 2018 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 16, 2018, if any

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on May 16, 2018, 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 20, 2018**

1. Letter dated 5/14/18 received 5/16/18 from Martinha Sanders, Zoning Board Recording Secretary, re: 52 Sternberger Ave., Block 86 Lot 2, Amended Application, Architect Plans and Plot Plan
2. Letter dated 5/16/18 received 5/16/18 from Maser Consulting, re: 231 Third Ave, LLC, Transit Village, Block 228 / Lots 32, 33, 34, 35 & 39.01
3. Letter dated 5/16/18 received 5/16/18 from Maser Consulting, re: DKD Investments, SICA Building, 20 Third Ave., Block 276 / Lots 7, 9, 13 & 14
4. Copy of a letter dated 5/16/18 received 5/16/18 from Maser Consulting to Eric Ballou, P.E., In-Site Engineering, re: Stavola Associates, Beachfront North Homes, Block 302 / Lots 12, 13, 14 & 15
5. Copy of a letter dated 5/16/18 received 5/16/18 from Thomas Roguski to Wiss & Company, re: Management Representation Letter
6. Copy of a letter dated 5/16/18 received 5/17/18 from Maser Consulting to Brent N. Papi Jr., PE, East point Engineering, LLC, re: 231 Third Ave, LLC, Transit Village, Block 228 / Lots 32, 33, 34, 35 & 39.01
7. Copy of a letter dated 5/16/18 received 5/17/18 from Maser Consulting to Brent N. Papi Jr., PE, East point Engineering, LLC, re: DKD Investments, SICA Building, 20 Third Ave., Block 276 / Lots 7, 9, 13 & 14
8. Letter dated 5/16/18 received 5/17/18 from David A. Kaplan, Wiss & Company, re: 2017-2016 Audit Report and Synopsis
9. Copy of a letter dated 5/11/18 received 5/18/18 from Manna & Bonello to Thomas J Hirsch, Esq., re: Sewerage Authority Connection Fees, Block 229 / Lot 28, 185 Morris Ave., Applicant - Dynamic Ventures
10. Copy of a letter dated 5/21/18 received 5/21/18 from Maser Consulting to Mr. Richard DiFolco, JKR Engineering, re: The Church of Christ the King / Willow Ave. Redevelopment / Block 179, Lot 47 & Block 189, Lots 4 & 11
11. Copy of a letter dated 5/21/18 received 5/21/18 from Maser Consulting to Mr. Jason L. Fichter, In-Site Engineering, re: The Reef / Block 417, Lots 4, 5.01, 12 & 13

**ACTION**

12. Letter dated 5/23/18 received 5/23/18 from Maser Consulting, re: Aqua Vista, Block 417, Lots 1 & 2 / Application approval
13. Copy of a letter dated 5/23/18 received 5/23/18 from Maser Consulting to Mr. Anthony Tumminia, In Site Engineering, LLC, re: 228 Ocean Avenue, LLC, Aqua Vista, Block 417 Lots 1 & 2
14. Application for Conceptual Review received 5/24/18 from Frank Monteforte, re: Block 123 Lots 2, 2.01 & 3 / 131, 135-137 Brighton Ave.
15. Letter of Transmittal from JKR Engineering, re: The Church of Christ the King Paris, Willow Avenue Redevelopment, Block 189, Lots 4 & 11 & Block 179 Lot 47 / Plans and TWA Application
16. Application for Residential Sewer Connection dated 6/1/18 received 6/1/18 from Joao C. Bernardo, re: Block 333 Lot 24.02 / 108 Lippincott Ave
17. Copy of a letter dated 6/4/18 received 6/4/18 from Thomas Roguski to Jenny Lynch, Kennedy Consulting Engineers, LLC, re: Letter of Service Availability, 933 Ocean Ave., Block 57 / Lots 3, 4 and 4.01
18. Copy of a letter dated 6/4/18 received 6/4/18 from Thomas Roguski to Dennis J. Parker, In Site Engineering, LLC, re: Request for Service Availability: Sewer, Proposed Mixed Use Building, Joline and Ocean Avenues, Block 417 / Lots 1 & 2
19. Meeting Cancellation Notice dated 5/30/18 received 6/4/18 from Monmouth County Planning Board, re: Meeting date June 6, 2018
20. Certified Notice of Hearing received 6/6/18 from Thomas J. Hirsch, re: 186 Bethel Avenue, Block 25 Lot 6, Application for variances for a two story addition

**ACTION**

21. Letter dated 6/6/18 received 6/6/18 from Maser Consulting, re: WWTP Electrical System Improvements, Change Order #1
22. Letter dated 6/5/18 received 6/6/18 from Maser Consulting, re: Proposal for Professional Engineering Services for WWTP Hot Water Systems and Final Settling Tank Mechanical Improvements Project.
23. Letter dated 6/5/18 received 6/6/18 from Maser Consulting, re: Proposal for Professional Engineering Services for Sanitary Sewer Railroad Crossing Investigation/Rehabilitation Project.
24. Letter dated 6/5/18 received 6/6/18 from Maser Consulting, re: Revised - Proposal for Professional Engineering Services for Hoey Pump Station Force Main Replacement Parts

25. Letter of Transmittal dated 6/6/18 received 6/8/18 from JKR Engineering, re: The Church of Christ the King Parish, Willow Ave Redevelopment, Block 189 / Lots 4 & 11 and Block 179 Lot 47, Documents relative to TWA review
26. Letter dated 6/7/18 received 6/8/18 from In-Site Engineering, re: Beachfront North Homes, Ocean & Seaview Avenues, Block 302 / Lots 12-15, Response to Maser's review letter dated 5/16/18.
27. Certified Notice of Public Hearing dated 6/1/18 received 6/11/18 from OCNJ Capital, LLC, re: 671 Broadway, Block 243 / Lots 6 & 7, Preliminary and Final Major Site Plan and Bulk "C" variance
28. Certified Public Notice dated 6/5/18 received 6/11/18 from Robert F. Munoz, Esq., re: Block 2801 / Lot 35, Borough of Eatontown
29. Letter dated 6/6/18 received 6/11/18 from Maser Consulting, re: Revised Proposal for Professional Engineering Services for New Jersey Infrastructure Bank Financing
- ACTION** 30. Letter dated 6/12/18 received 6/13/18 from Maser Consulting, re: Partial Payment Request #6 for Thomas Controls
31. Copy of a Letter dated 6/14/18 received 6/14/18 from Thomas Roguski to Martinha Sanders, Long Branch Zoning Board Secretary, re: Letter of Service Availability for 52 Sternberger Ave. / Block 86 Lt 6
- 32.

VIII. Report of Executive Director for May 2018

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 2018

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of May 2018 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 16, 2018.

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 16, 2018.

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

Electrical Substation

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**, 228 Ocean Avenue, LLC. (Aqua Vista) has applied for a commercial sewer connection for Ocean Ave., Block 417, Lots 1 & 2, and

**WHEREAS**, the application was accompanied by the necessary plans and specifications, and

**WHEREAS**, Authority Engineer, John Van Dorpe has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated May 23, 2018, attached hereto and made a part hereof, and

**WHEREAS**, there is adequate capacity to service the request, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the application of 228 Ocean Avenue LLC. (Aqua Vista) for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Engineer dated May 23, 2018 and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

### ROLL CALL:

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

Date: June 20, 2018

R1.6-18

Exhibit

**RESOLUTION**

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has undertaken the WWTP Electrical System Improvements Project with Thomas Controls Inc.; and

WHEREAS, the inspecting engineer for the project, Maser Consulting, has recommended the approval of Change Order Number #1, in his letter dated June 6, 2018, attached hereto and made a part hereof, which increases the cost by \$9,037.03 from \$1,845,000.00 to \$1,854,037.03 as a result of this Change Order.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Change Order #1, attached hereto and made a part hereof, is hereby approved and that the Authority Executive Director is authorized to execute any documents necessary to effectuate this Resolution.

ROLL CALL:

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

Date: June 20, 2018  
R  
Exhibit

**RESOLUTION**

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

\_\_\_\_\_.

**WHEREAS**, the Long Branch Sewerage Authority has received a Partial Payment Request, #6, from Thomas Controls, Inc. for the WWTP Electrical Systems Improvements, and

**WHEREAS**, this request for payment is in the amount of \$145,652.50, and

**WHEREAS**, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated June 12, 2018, 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 #6 to Thomas Controls, Inc. in the amount of \$145,652.50

**ROLL CALL:**

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

Date: June 20, 2018

R

Exhibit

## RESOLUTION

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

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2017 has been completed and filed with the Long Branch Sewerage Authority pursuant to N.J.S.A 40A:5A-15, and

**WHEREAS**, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

**WHEREAS**, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

**NOW, THEREFORE BE IT RESOLVED**, that the governing body of the Long Branch Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2017, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

**BE IT FURTHER RESOLVED** that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS  
A TRUE COPY OF THE RESOLUTION PASSED  
AT THE MEETING OF THE LONG BRANCH  
SEWERAGE AUTHORITY HELD ON  
June 20, 2018

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James Mazza

Secretary

June 20, 2018

**LOCAL AUTHORITIES GROUP AFFIDAVIT**

**PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE  
BOARD**

**AUDIT REVIEW CERTIFICATE**

We, the members of the governing body of the Long Branch Sewerage Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Long Branch Sewerage Authority.

2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we each reviewed the annual audit report for the fiscal year ended December 31, 2017, and specifically the sections of the audit report entitled "General Comments" and "Recommendations".

Print Name

Signature

Thomas George

\_\_\_\_\_

Michael Booth

\_\_\_\_\_

David Brown

\_\_\_\_\_

James Mazza

\_\_\_\_\_

Frank Blaisdell

\_\_\_\_\_

Sworn to and subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_

## RESOLUTION

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

**WHEREAS**, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

**WHEREAS**, the annual audit report for the fiscal year ended December 31, 2017 has been completed and filed with the Long Branch Sewerage Authority pursuant to N.J.S.A. 40A:5A-15, and

**NOW, THEREFORE BE IT RESOLVED** that pursuant to N.J.S.A. 40A:5A-16 the Long Branch Sewerage Authority authorizes the publishing in a newspaper of a synopsis of the annual audit.

### ROLL CALL:

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

Date: June 20, 2018

R

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

Date:  
ResExSess