

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

August 17, 2016

I. Opening of meeting at _____ p.m. by _____

II. Notation of attendance

Name	Position	In	Out
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		
Thomas Roguski	Staff 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 2016, has been provided by publication thereof in the *Link* on February 25, 2016, as a "legal" advertisement and in the *Asbury Park Press* on February, 20 2016, as a "legal" advertisement and by forwarding duplicates thereof on February 19, 2016, 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 July 20, 2016

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, July 20, 2016, 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 July 20, 2016, if any

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on July 20, 2016, 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**

August 17, 2016

- 1) Certified Notice of Public Hearing dated 7/14/16 received 7/20/16 from Martin A. McGann, Jr., Esq., re: 276, 286 & 290 Ocean Ave / B 216 L 11, 12 & 24
- 2) Agenda and Reports received 6/22/16 from JIF, re: Toms River MUA meeting on July 27th at 10:30A.M
- 3) Letter dated 7/19/16 received 7/22/16 from Monmouth County Planning Board, re: August 3rd Meeting Cancellation
- 4) Affidavit of Publication dated 7/22/16 received 7/25/16 from the Asbury Park Press, re: Wastewater Treatment Operator position
- 5) Certified Public Notice dated 7/19/16 received 7/25/16 from John A. Giunco, Esq., re: B 15 L18 / 3 Ocean Court
- 6) Certified Public Notice dated 7/20/16 received 7/25/16 from Martin A. McGann, Jr. Esq., re: B216 L9, 10 & 25, 310 Ocean Ave
- 7) Letter dated 7/25/16 received 7/26/16 from David Kaplan, re: Connection Fee Hearing
- 8) Certified Public Notice dated 7/21/16 received 7/28/16 from Gital Dodelson, Esq., re: B56 L13 / 55 Pullman Ave
- 9) Certified Public Notice received 7/28/16 from Siciliano & Bransley,LLC, re: B489 L12.01 / 19 Rivergate Way
- 10) Letter dated 7/26/16 received 7/29/16 from In-Site Engineering, re: Utility Availability Request for B127 L4, 55 Brighton Ave
- 11) Affidavit of Publication dated 7/28/16 received 8/1/16 from the Asbury Park Press, re: Connection Fee Hearing
- 12) Letter dated 6/23/16 received 8/1/16 from New Jersey Utility Authorities Joint Insurance Fund, re: Loss Control Report
- 13) Certified Notice of Hearing dated 7/25/16 received 8/2/16 from Peter S. Falvo, Jr. Esq., re: B28 L95 West Long Branch / 268 Norwood Ave

- 14) Letter of Transmittal dated 8/2/16 received 8/2/16 from Maser Consulting, re: Meeting Minutes 2010-2013
- 15) Letter dated 8/3/16 received 8/5/16 from In-Site Engineering, re: Utility Availability Request – Sewer, B 216 L 14, 15 & 23 / 345 Ocean Blvd
- 16) Letter of Transmittal dated 8/3/16 received 8/5/16 from Maser Consulting, re: Phase II Sanitary Sewer Rehabilitation – Wastewater Treatment Plant Emergency Generator Plans
- 17) Certified Letter dated 8/2/16 received 8/8/16 from Leon S. Avakian, Inc., re: Individual Flood Hazard Area Control Permit and FWSSGP# 13 Lake Dredging Permit, B64 L1 and B80 L5
- ACTION** 18) Email received 8/8/16 from New Jersey Water Environment Association, re: 2016 Fall Technology Transfer Seminar
- 19) Affidavit of Publication dated 7/28/16 received 8/9/16 from The Link News, re: Connection Fee Hearing
- 20) Certified Public Notice dated 8/6/16 received 8/10/16 from Mark R. Aikins, Esq., re: B 127 L 4 / 55 Brighton Ave.
- 21) Certified Public Notice dated 8/3/16 received 8/12/16 from Martin A. McGann, Jr. Esq., re: B3 L1.01 / 48 Lincoln Ave

VIII. Report of Executive Director for July 2016

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 July 2016

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of July 2016 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 July 20, 2016.

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 July 20, 2016.

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

Flood Barriers

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

Collection Systems Rehabilitation

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

Electrical Substation

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

Inlet Building Roof

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, a number of employees have requested permission to attend a Technology Transfer Seminar sponsored by NJWEA at the Sheraton in Eatontown, and

WHEREAS, it is to the benefit of the Long Branch Sewerage Authority to have its employees continue their education and obtain licenses, and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY, that this request to attend NJWEA Technology Transfer Seminars is hereby approved subject to the Executive Director's scheduling and approval of employees, and

BE IT FURTHER RESOLVED that the participants will follow the rules for "Schooling" covered in the appropriate Article in their Contract.

ROLL CALL:

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

Date: August 17, 2016

R

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after “the Authority”) desires to contract for the following: (1) removal, transport, and disposal of sand, grit, and bar screen screenings; (2) furnishing and delivery of dry polymer; (3) furnishing and delivery of emulsion polymer; (4) furnishing and delivery of sodium hypochlorite; (5) furnishing pump & motor repairs and new motor purchase; (6) road restoration and infrared paving; (7) furnishing and delivery of magnesium hydroxide (8) sanitary sewer system repairs and service lateral installations; (9) electrical maintenance services; and

WHEREAS, the Authority has determined that said purchases should be made by public bid in accordance with law, and

WHEREAS, it is required by law that the Authority advertise for said bids, and

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

1. The Authority is authorized to advertise for bids for the above-described contracts.
2. The Authority Chairman and/or Executive Director are authorized to sign any documents to effectuate this resolution.

ROLL CALL:

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

Date: August 17, 2016

R

RESOLUTION

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

WHEREAS, it is the policy of The Long Branch Sewerage Authority to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Long Branch Sewerage Authority has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Long Branch Sewerage Authority that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Authority officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Authority's Board of Directors and Executive Director.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Authority shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that Arthur Thibault as Labor Counsel has reviewed the Long Branch Sewerage Authority personnel hand book, and

BE IT FURTHER RESOLVED that the Executive Director and all managerial/supervisory personnel are responsible for these employment practices. The Process

Control/Compliance Officer and the Authority Attorney shall assist the Executive Director in the implementation of the policies and procedures in this manual.

ROLL CALL:

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

Date: August 17, 2016
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. Blaisdell	-
Mr. Booth	-
Mr. Brown	-
Mr. George	-
Mr. Mazza	-

Date:

ResExSess