

**AGENDA  
LONG BRANCH SEWERAGE AUTHORITY  
Regular Meeting**

**December 21, 2016**

- 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		
John Rodriguez	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 November 16, 2016

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, November 16, 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 November 16, 2016, if any

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

**December 21, 2016**

1. Letter dated 11/11/16 received 11/16/16 from In-Site Engineering, re: Request for service availability letter for B 216 L 14, 15 & 23 / 345 Ocean Blvd
2. Letter dated 11/10/16 received 11/16/16 from State of New Jersey Department of Environmental Protection, re: Laboratory Certification Number 13270 Schedule of On-Site Audit
3. Letter dated 10/21/16 received 11/17/16 from State of New Jersey Department of Environmental Protection, re: Compliance Evaluation Inspection
4. Email dated 11/17/16 from William E. Fitzgerald, PE, re: Minor Site Plan with Variances - Proposed Wall Mounted Building Signage
5. Copy of a letter dated 11/17/16 from Thomas Roguski, P.E. to William E. Fitzgerald, P.E., re Long Branch Sewerage Authority, Proposed Wall-Mounted Building Signage
6. Copy of a letter dated 11/15/16 from Thomas Roguski, P.E. to Christopher M. Bednarski, P.E., re: Request for Service Availability: Ocean Gate, Ocean Boulevard, Cooper Avenue and Witmer Place / B 306 L 1.01 and B 307, L 13-16 and 18-22
7. Copy of a letter dated 11/17/16 received 11/18/16 from Thomas Roguski, P.E. to Liam B. Cahill, In Site Engineering, re: Request for service availability letter for B 216 L 14, 15 & 23 / 345 Ocean Blvd
- ACTION** 8. Application for a Unit Change dated 11/17/16 received 11/18/16, re: B243 L48 / 668 Art Street from two (2) units to one (1) unit
9. Copy of a letter dated 11/18/16 received 11/18/16 from Maser Consulting to P.M. Construction, re: 2014 Collection System Rehabilitation Project
10. Letter dated 11/18/16 sent 11/18/16 from Thomas Roguski, to Gen II Contracting Co., Inc., re: Inlet Building Roof Replacement Project
11. Letter dated 11/21/16 received 11/21/16 from In Site Engineering, re: 345 Ocean Blvd / B216 L14.01, Application for Sanitary Sewer Service Connection
12. Email dated 11/15/16 from Kevin Lightbody, Coastal Modular Group, re: Plans for three unit townhouse at 373 Westwood Avenue

13. Letter dated 11/22/16 received 11/22/16 from Tom Roguski to Kevin Lightbody, Coastal Modular Group, re: Letter of Service Availability, 373 Westwood Avenue, B156 L12
14. Letter dated 11/23/16 received 11/23/16 from In Site Engineering, re: B216 L 11, 12 & 24, Application for Sanitary Sewer Service Connection
15. Letter dated 11/16/16 received 11/28/16 from Municipal Excess Liability Joint Insurance Fund, re: 2017 Public Officials / Employment Practices Policy Changes
16. Copy of a letter dated 11/22/16 received 11/29/16 from PM Construction to Susan S. Brasfield, P.E., P.P., re: 2014 Collection System Rehabilitation Project, Liberty Street
17. Letter dated 11/22/16 received 11/30/16 from The English Group, LLC, re: B 397 L 16.05 / 8 Hamilton Court
18. Certified Copy of a Variance Application dated 11/23/16 received 11/30/16, re: B 5 L14 / 427 Lake Ave., Ocean
19. Letter dated 11/17/16 from New Jersey Department of Transportation, re; Utility Opening Permit for Rt.71 and Park Ave.
20. Certified Letter dated 11/28/16 received 12/5/16 Ansell Grimm & Aaron, PC, re: B8 L24 & 27.01 / 25 Old Farm Road, Ocean Township
21. Certified Copy of Borough of West Long Branch Zoning Board Public Notice dated 12/2/16 received 12/5/16 from Jaculin Crespo, re: B180 L40 / 34 N. Locust Ave
22. Certified Public Notice dated 11/28/16 received 12/5/16 from Jeffrey Resnikoff, Esq., re: B155 L1 / 1 Eastbourne Ave.
23. Agenda received 12/5/16 from Monmouth County Planning Board, re: Amendment Review Committee, Wednesday, December 7, 2016, 11:00 AM
24. Letter received 12/5/16 from Gannett NJ, re: New Monthly Statement
25. Letter dated 12/5/16 received 12/5/16 from Municipal Excess Liability Joint Insurance Fund, re: Automobile ID Cards and WC Posting Notices 01/01/2017 – 01/01/2018
26. Inspector's Report dated 12/9/16 received 12/9/16 from Thomas Roguski, P.E., re: 100 Lincoln Ave. / B4 L9 & 13, Application for Disconnection
27. Copy of a letter dated 12/12/16 from Thomas Roguski to Gen II Contracting Co., re: Inlet Building Roof Replacement Project.
28. Copy of a letter dated 12/12/16 from Thomas Roguski to Bondex Insurance Co., re: Bond No. BX00454, Inlet Building Roof Replacement Project.

**ACTION**

29. Letter dated 11/30/16 received 12/14/16 from JCP&L, re: Lincoln Ave. and Ocean Ave.
30. Letter dated 12/8/16 received 12/14/16 from State of New Jersey Department of the Treasury, re: Designation of the Public Agency Compliance Officer
31. Certified Sample form of Public Notice for West Long Branch dated 12/7/16 received 12/15/16 from Cynthia Laughlin, re: 15 Thompson Street, West Long Branch
32. Agenda and Reports for December 21, 2016 Toms River MUA
33. Notice dated 12/13/16 received 12/16/16 from Monmouth County Planning Board, re: January 4, 2017 Meeting Cancellation Notice

VIII. Report of Executive Director for November 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 November 2016

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of November 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 November 16, 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 November 16, 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

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**, Antonio Pereira has requested a reduction in the number of units from two to one for service billing in an application to the Executive Director received November 17, 2016, which is attached hereto to this Resolution and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under account #5770-0

**WHEREAS**, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes of one unit for service

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the number of units for service billing on said property, which is known as 668 Art St., is hereby reduced from two to one as of the first quarter 2017 and that in the event of a change of use on said property, the Authority reserves its right to assess a connection or reconnection fee.

**BE IT FURTHER RESOLVED** that the Executive Director be authorized to execute any further documents or instruments necessary to effectuate this Resolution.

### ROLL CALL:

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

Date: December 21, 2016

R

Exhibit

## RESOLUTION

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

WHEREAS, Mr. Thomas Block has requested a termination of sewer service in an Application for Disconnection to the Executive Director dated November 11, 2016, attached hereto to this Resolution and made a part hereof, for said property at 100 Lincoln Avenue being serviced by the Long Branch Sewerage Authority under account #35 and

WHEREAS, the Authority has verified that there are no buildings or structures currently on the property that are occupied, and

WHEREAS, this disconnection is conditional upon all service charges being paid to date, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it terminates service on said property as of the first quarter of 2017 and that an application for resumption of sewer service for said property shall be considered an application for sewer service, de novo, and subject to the procedures and costs set forth in the Rules and Regulations of the Long Branch Sewerage Authority, and

BE IT FURTHER RESOLVED that the Executive Director be authorized to execute any further documents or instruments necessary to affect this Resolution.

### ROLL CALL:

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

Date: December 21, 2016

R

Exhibit

**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority anticipates exceeding certain line items in its 2016 Budget, and

**WHEREAS**, the Authority's Auditor, Mr. Kaplan has recommended an adjustment be made to these Line Items in the form of a Budget Transfer Resolution, and

**WHEREAS**, the Executive Director has prepared documentation outlining these line items for transfer, which is attached hereto and made a part hereof, and

**WHEREAS**, the Executive Director has certified that there are funds available from other Budget Line Items for these budget adjustments, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that it hereby approves the Budget Transfer as submitted by the Executive Director and made a part here to, and

**BE IT FURTHER RESOLVED** that the Authority Executive Director and/or Chairman are hereby authorized to sign any documents necessary to effectuate the purposes of this Resolution.

**ROLL CALL:**

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

Date: December 21, 2016

R

Exhibit

**RESOLUTION**

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

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority's meeting date for its January 2017 meeting will be rescheduled to Wednesday, January 25, 2017, at 3:00 pm in the Conference Room at the Authority, and

THEREFORE BE IT RESOLVED that Notice be published of this date change pursuant to law.

**ROLL CALL:**

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

Date: December 21, 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