

**AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting**

June 15, 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		
John Rodriguez	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Laurie Hartnett	PCC Officer		
Thomas Roguski	Staff Engineer		
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 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 May 18, 2016

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, May 18, 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 May 18, 2016, if any

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on May 18, 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**

June 15, 2016

- 1) Certified notice of hearing dated 05/19/16 received 05/19/16 from the City of Long Branch Zoning Board, re: Mr. Isaac Franco from 48 Lincoln Ave. application for approval to retain the volleyball court
- 2) Temporary Disconnection dated 05/18/16 received 05/19/16 from Monmouth Custom Builders, re: 265 Hollywood Ave / Block 97 Lot 5
- 3) Agenda and Reports received 05/20/16 from JIF, re: Toms River MUA meeting on May 25th at 10:30A.M
- 4) Letter dated 05/19/16 received 05/23/16 from Martin McGann Esq., re: Cost Sharing Agreement for FEM South Beach LLC project
- 5) Letter dated 05/19/16 received 05/23/16 from Long Branch City Clerk, re: Vacation a portion of Lake Avenue, maps and description
- 6) Letter received 05/23/16 from McCue Captains Agency, re: Sunset Villas- FP0022585 Performance Surety Bond Changes
- 7) Affidavit received 05/25/16 from the Asbury Park Press, re: Notice to bidders for the roof replacement
- 8) Letter dated 05/25/16 received 05/25/16 from CitiMortgage, Inc., re: 260 Central Ave/ Block 313 Lot 11 / Customer inquired about disconnection process
- 9) Letter dated 05/18/16 received 05/26/16 from State of New Jersey, re: Notice of Retirement Approval for Anthony Andolino
- 10) Letter dated 05/26/16 received 05/26/16 from Monmouth University, re: New Stadium at Kessler Field / Block 39 Lot 11
- 11) Letter dated 05/25/16 received 05/31/16 from Monmouth County Planning Board, re: Meeting Cancellation Notice
- 12) Notice received 05/31/16 from AEA, re: Managers' Breakfast
- 13) Letter received 06/02/16 from State of NJ Department of Health, re: Hazard alert entitled Hazard: Unprotected Trench/ Survey

- 14) Letter dated 05/13/16 received 06/06/16 from Allied World, re: PM Construction Bond
- 15) Letter dated 06/30/16 received 06/06/16 from NJDEP, re: Laboratory Certification Renewal
- DISCUSS** 16) Letter dated 06/03/16 received 06/06/16 from Morris Assouline, Re/Max Elite, re: 7 Lincoln Gardens / customer is inquiring to purchase LBSA property
- 17) Certified notice received 06/06/16 from the City of Long Branch, re: 59 Fourth Ave / Applicant was granted a variance to renovate the structure and to use it for storage
- 18) Letter dated 05/23/16 received 06/06/16 from the Municipal Excess Liability Joint Insurance Fund, re: Management of Special Events Guide
- 19) Letter dated 06/02/16 received 06/06/16 from Monmouth University, re: Customer advised that the University will not hold any concurrent events at the multipurpose Activity Center (MAC)

- ACTION** 20) Letter dated 06/07/16 received 06/08/16 from Maser Consulting, re: Flood Barrier Project- Partial Payment Request #2
- 21) Letter dated 06/8/16 received 06/09/16 from Wiss, re: bound copies for Audit received
- 22) Copy of letter dated 06/08/16 received 06/09/16 from Manna & Bonello to Wiss & Company, re: Long Branch Sewerage Authority Fiscal Year Ending 12/31/2015
- 23) Letter dated 05/20/16 received 05/23/16 from Kearney Bank, re: Changes in ACH Origination Procedures
- ACTION** 24) Letter dated 06/07/16 received 06/13/16 from Maser Consulting, re: Partial Payment request #11 from P.M. Construction for the 2014 Collection Project

Additional Correspondence:

- 25) Letter dated 06/09/16 received 06/13/16 from State of NJDEP, re: NJPDES Permit Expiration Notification
- 26) Copy of Letter dated 06/08/16 received 06/13/16 from Mark Steinberg to John Bonello Authority Attorney, re: Vacation of Portion of Lake Ave Between Woodgate Ave and Bower Ave
- ACTION** 27) Letter dated 06/13/16 received 06/13/16 from Thomas Roguski, Authority Engineer, re: Inlet Building Roof Replacement Project

VIII. Report of Executive Director for May 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 May 2016

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of May 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 May 18, 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 May 18, 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

Fence & Gates

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

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #2, from Ray Palmer Associates for Flood Barrier Project, and

WHEREAS, this request for payment is in the amount of \$5,292.00, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated June 7, 2016, 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 Ray Palmer Associates in the amount of \$5,292.00.

ROLL CALL:

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

Date: June 15, 2016

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #11, from P.M. Construction Corp. for the 2014 Collection System Rehabilitation Project, and

WHEREAS, this request for payment is in the amount of \$193,437.25, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated June 13, 2016, 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 #11 to P.M. Construction Corp. in the amount of \$193,437.25.

ROLL CALL:

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

Date: June 15, 2016

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Inlet Building Roof Replacement Project, and

WHEREAS, in response thereto the Authority has received bids from the parties and bid amounts as specified on the list attached hereto and made a part hereof, and

WHEREAS, in accordance with law, the Authority is required to award the contract for Inlet Building Roof Replacement Project to the lowest responsible bidder, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purchase as per the certification attached to this resolution and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that

1. The Long Branch Sewerage Authority hereby awards its contract for Inlet Building Roof Replacement Project to Gen II Contracting Co., Inc. in the amount of \$78,793.75, subject to the bidder complying with all of the requirements of the terms and conditions of the Bid Specifications prepared in connection with this contract and included in Notice to Bidders.

2. The Authority is authorized to enter into a contract with Gen II Contracting Co., Inc. for the purposes expressed hereinabove.

3. The Authority Chairman and Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: June 15, 2016

R

Exhibits

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, 2015 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, 2015, 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 15, 2016

David Brown

Secretary

June 15, 2016

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, 2015, and specifically the sections of the audit report entitled "General Comments" and "Recommendations".

Print Name

Signature

L. Frank Blaisdell

Thomas George

Michael Booth

David Brown

James Mazza

Sworn to and subscribed before me

This _____ day of _____, 2016.

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, 2015 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. Blaisdell -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: June 15, 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

