

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

May 17, 2017

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

II. Notation of attendance

Name	Position	In	Out
Thomas George	Chairman		
Michael Booth	Vice-Chairman		
James Mazza	Secretary		
David Brown	Treasurer		
Frank Blaisdell	Asst. Secretary/ Treas.		
Laurie Hartnett	Executive Director		
Dave Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Sue Brasefield	Engineer		
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 2017, has been provided by publication thereof in the *Link* on February 23, 2017, as a “legal” advertisement and in the *Asbury Park Press* on February, 25 2017, as a “legal” advertisement and by forwarding duplicates thereof on February 17, 2017, 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 April 19, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, April 19, 2017, 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 April 19, 2017 if any (YES)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on April 19, 2017, 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**

May 17, 2017

- 1) Application dated 04/17/17 received 04/17/17 from InSite Engineering, re: Application for Sanitary Sewer Connection Approval / Cooper Avenue Urban Renewal/ Block 306 Lot 1.01/ Block 307 Lots 13-16-18-22
- 2) Certified letter received 04/18/17 from the Borough of West Long Branch, re: Application to propose improvements to remove and replace in- ground pool, etc. / 312 Wall Street/ NOT LBSA SEWER
- 3) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 151 Broadway / Block 311 Lot 26
- 4) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 149 Broadway / Block 311 Lot 25
- 5) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 145 & 147 Broadway / Block 311 Lot 24
- 6) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 125 Broadway / Block 311 Lot 17
- 7) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 129 Broadway / Block 311 Lot 18
- 8) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 159 & 161 Broadway / Block 311 Lot 29
- 9) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 157 Broadway / Block 311 Lot 28
- 10) Application dated 04/17/17 received 04/17/17 from Pax Construction, re: Demolition of 153 & 155 Broadway / Block 311 Lot 27
- 11) Application dated 04/18/17 received 04/19/17 from InSite Engineering, re: Application for Sanitary Sewer Connection Approval / Third Ave / Prime LLC. / Block 228 Lot 42 & 43.01

- 12) Copy of letter dated 04/21/17 received 04/21/17 from Tom Roguski to John Buletza at Nelson Engineering Associates, re: South Beach at Long Branch North Bath Ave, Block 216 Lot 1-6 Ocean Blvd connection fees
- 13) Certified Letter dated 04/11/17 received 04/21/17 from Thomas Controls, Inc., re: WWTP Electrical System Improvements Bid Protest
- 14) Letter dated 04/24/17 received 04/25/17 from InSite Engineering, re: The Bluffs Sewer Service Connection/ Application for Sanitary Sewer Connection Approval/ NJDEP Treatment Works Application/ Block 216 Lot 11,12, &24
- 15) Letter dated 04/26/17 received 04/27/17 from Galway Builders LLC., re: 31 Columbia Ave, Block 474 Lots 1.01, 1.02 and 1.03/ Road Restoration
- 16) Application dated 04/26/17 received 04/28/17 from Pax Construction, re: Demolition of 128 & 142 Broadway / Block 283 Lot 14
- 17) Amendment notice received 05/01/17 from Monmouth County Planning Board, re: Open Public Meeting Compliance Statement
- 18) Certified notice received 05/02/17 from the West Long Branch Zoning, re: 25 Chestnut Place/ Application to add an office to the residence/ NOT LBSA SEWER
- 19) Letter dated 05/03/17 received 05/03/17 from Trina Colford, re: Retirement Notice
- 20) Application dated 05/03/17 received 05/03/17 from Practical Holdings, LLC., re: Demolition of 11-13 Broad Street/ Block 241 Lot 1
- 21) Save the date received 05/04/17 from NJ Utility Authorities Joint Insurance, re: Safety Expo 2017 on June 23, 2017 & September 29, 2017
- 22) Certified letter received 05/08/17 from the City of Long Branch Planning Board, re: minor subdivision of lot 13 block 454 into two lots for two single family homes/ 155 Kingsley Street
- 23) Letter dated 05/09/17 received 05/10/17 from Wiss & Company, re: the Synopsis and report for the 2016 audit
- 24) Application dated 05/09/17 received 05/09/17 from Pax Construction, re: Demolition of 144 Broadway / Block 283 Lot 13
- 25) Letter dated 05/09/17 received 05/11/17 from William Oliver Esq., re: Denise Murphy/ Chapter 13 Bankruptcy/ Block 187 Lot 13.2/ 309 CLEVELAND AVE
- 26) Letter dated 05/09/17 received 05/11/17 from Brown and Brown, re: Consent forms

ACTION

27) Letter dated 05/12/17 received 05/12/17 from the Authority Staff Engineer, Thomas Roguski, re: Demolition of 196 Long Branch Ave

ACTION

28) Letter dated 05/11/17 received 05/11/17 from Maser Consulting, re: 2014 Collection System Rehabilitation Project- Payment Request No. 14

VIII. Report of Executive Director for April 2017

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 April 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of April 2017 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 April 19, 2017.

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 April 19, 2017.

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. Electrical Substation

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

C. Future Capital Improvement Program

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

D. Collection Systems Rehabilitation

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 (herein after "the Authority") has solicited proposals for demolition and removal of existing structure at 196 Long Branch Avenue, said proposals attached hereto and made a part hereof, and

WHEREAS, AVH Demolition, LLC was the lowest quotation in the amount of \$14,025.00, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it is authorized to enter into an agreement for demolition and removal of the existing structure at 196 Long Branch Ave with AVH Demolition, LLC in the amount of \$14,025.00.

ROLL CALL:

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

Date: May 17, 2017

R

Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #14, from P.M. Construction Corp., and

WHEREAS, this request for payment is in the amount of \$310,085.71, and

WHEREAS, the Authority Engineer, Susan S. Brasefield, has recommended payment of this request, per her letter dated May 11, 2017, 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 #14 to P.M. Construction Corp. in the amount of \$310,085.71.

ROLL CALL:

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

Date: May 17, 2017

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") desires to purchase a 2017 Police Interceptor Utility Vehicle, through the State Purchasing Program, Contract #A88728 and

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

NOW, THEREFORE BE IT RESOLVED, by the Long Branch Sewerage Authority that the Authority is hereby authorized to purchase a 2017 Police Interceptor Utility Vehicle, in the amount of \$25,897.00 through the state contract program.

ROLL CALL:

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

Date: May 17, 2017

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, 2016 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, 2016, 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
May 17, 2017

James Mazza

Secretary

May 17, 2017

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, 2016 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: May 17, 2017

R

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, 2016, 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 _____, 2017.

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: May 17, 2017
ResExSess