

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

**March 16, 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		
Sue Brasfield	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 February 17, 2016

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, February 17, 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 February 17, 2016, if any YES

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on February 17, 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**

**March 16, 2016**

- 1) Copy of a letter dated 2/16/16 to Michael J Venezia, Jr., Habitat for Humanity from Tom Roguski, re: 193 Long Branch Ave / B 366 L 4
- 2) Copy of a letter dated 2/11/16 to Wiss and Co., LLP from King and Petracca, re: Raritan Bay Clammers v. Middlesex County Utilities Authority, Docket No. MID-L-6500-14
- 3) Letter received 2/19/16 from New Jersey Utility Authorities Joint Insurance Fund, re: 2016 Meeting Dates
- 4) Agenda and Reports received 02/22/16 from JIF, re: Toms River MUA meeting at 10:30AM on February 24, 2016
- 5) Letter received 2/23/16 from Dun & Bradstreet, re: D&B D-U-N-S Number 08-404-4551
- 6) Letter dated 2/15/16 received 2/23/16 from Municipal Excess Liability Joint Insurance Fund, re: 2017-2018 Employment Practices Liability (EPL) Program
- 7) Letter dated 3/1/16 received 2/24/16 from State of New Jersey, re: New Jersey's Environmental Laboratory Certification Program renewal application for 2017 renewal
- 8) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: John L. Kraft, Esq. to serve as Bond Counsel
- 9) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: Brown & Brown to serve as Insurance Consultant
- 10) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: Arthur Thibault Jr. Esq. to serve as Labor Counsel
- 11) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: John Van Dorpe of the Firm Maser Consulting to serve as Authority Engineer
- 12) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: John Hall of the Firm Hall & Associates to serve as Environmental Attorney
- 13) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: John L. Bonello, Esq. of the firm Manna & Bonello to serve as Authority Council
- 14) Affidavit of Publication dated 2/20/16 received 2/24/16 from Asbury Park Press, re: Meeting Dates for 2016

- 15) Award received 2/25/16 from the New Jersey Utility Authorities Joint Insurance Fund, re: 1 Year Lost-Time Accident Free 2015
- 16) Letter dated 2/26/16 received 2/29/16 from State of New Jersey department of Environmental Protection, re: Renewal of Public Entity Waste Transporter Decals
- 17) Affidavit of Publication dated 2/26/16 received 2/29/16 from Asbury Park Press, re: Jason Capizzi, Esq. of the firm Waters, McPherson and McNeill to serve as Bond Council
- 18) Certified Notice of Hearing dated 2/24/16 received 3/1/16 from Ansell Grimm & Aaron, re: B69 L1 / 205 Rt. 36, West Long Branch
- ACTION** 19) Application for Disconnection dated 2/29/16 received 3/3/16 from Frank Lurch Demolition Co., LLC, re: B254 L1 / 165 Branchport Ave.
- 20) Affidavit of Publication dated 3/4/16 received 3/7/16 from Asbury Park Press, re: Bid for Odor Control Media
- 21) Letter dated 3/7/16 received 3/9/16 from Monmouth County Improvement Authority, re Invitation to attend an Information Session on April 5, 2016
- 22) Letter dated 3/1/16 received 3/9/16 from Qual-Lynx, re: New 800 Number for reporting work related injuries
- 23) Letter dated 3/7/16 received 3/9/16 from NW Financial Group, LLC, re: Long Branch Sewerage Authority Refunding Opportunity
- ACTION** 24) Letter dated 3/10/16 received 3/10/16 from Thomas Roguski, re: Gregory School Redevelopment – Phases I & II, B332 L1 / Joline, Seventh and Hedrickson Avenues
- 25) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: Jason Capizzi, Esq. of the firm Waters, McPherson and McNeill to serve as Bond Council
- 26) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: Meeting Dates for 2016
- 27) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: Arthur Thibault Jr. Esq. to serve as Labor Counsel
- 28) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: John L. Kraft, Esq. to serve as Bond Counsel
- 29) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: David A. Kaplan of the Firm Wiss and Co. to serve as Authority Auditor

- 30) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: John L. Bonello, Esq. of the firm Manna & Bonello to serve as Authority Council
- 31) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: John Hall of the Firm Hall & Associates to serve as Environmental Attorney
- 32) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: Brown & Brown to serve as Insurance Consultant
- 33) Affidavit of Publication dated 3/8/16 received 3/10/16 from The Link News, re: John Van Dorpe of the Firm Maser Consulting to serve as Authority Engineer

**ADDITIONAL CORRESPONDENCE**

- 34) Letter dated 3/9/16 received 3/14/16 from Kathy Schmelz, City Clerk of Long Branch, re: Vacation of an Easement – 907 Ocean Ave
- 35) Letter dated 3/11/16 received 3/14/16 from Daniel J. Dougherty, PE, CME, Dynamic Engineering Consultants, PC, re: Proposed Residential Development, Takanassee Developers, LLC. , B60 L 11, 11.02, 12.01, 12.02 & 13
- 36) Email dated 3/13/16 received 3/14/16 from Mario Ercolino, re: Request for Letter of Availability for 74 Brookwillow Ave, B29 L1.01 West Long Branch
- 37) Certified Sample Form of Public Notice dated 9/25/15 received 3/15/16, re: B37 L9 / 12 Lawrence Avenue, West Long Branch
- ACTION** 38) Letter dated 3/15/16 received 3/15/16 from Thomas Roguski, re: Approval of Proposed Residential Development by Takanassee Developers, LLC. , B60 L 11, 11.02, 12.01, 12.02 & 13
- ACTION** 39) Email dated 3/15/16 received 3/16/16 from Martin Grubman, re: 57 -61 Brighton Ave / B127 L5

VIII. Report of Executive Director for February 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 February 2016

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of February 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 February 17, 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 February 17, 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

C. F.E.M.A.

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 \_\_\_\_\_.

WHEREAS, Frank Lurch Demolition Co, LLC has requested a termination of sewer service in an Application for Disconnection to the Executive Director dated February 29, 2016, attached hereto to this Resolution and made a part hereof, for said property at 165 Branchport Avenue being serviced by the Long Branch Sewerage Authority under account #5972 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 the completion of all field inspections and 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 second quarter of 2016 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: March 16, 2016

R

Exhibit A

**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter the “Authority”) desires to approve the sanitary sewer and release the performance bond for Gregory School Redevelopment – Phases I & II, Block 332 Lot 1 conditional upon all engineering and Authority fees being paid in full, and

**WHEREAS**, the Authority Staff Engineer, Thomas Roguski, has recommended conditional release of said performance bond and any unused escrow funds, as per his letter dated March 10, 2016, attached hereto and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that the Authority hereby conditional releases the performance bond and unused escrow funds for Block 332 Lot 1, Account # 7784 as per the recommendation of the Authority Staff Engineer per the above referenced letter

**ROLL CALL:**

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

Date: March 16, 2016

R

Exhibit B

**RESOLUTION**

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

WHEREAS, Takanassee Developers, LLC has applied for sewer connection for Thirteen (13) equivalent units known as Block 60, Lots 11, 11.02, 12.01, 12.02 & 13, 805 Ocean Avenue, and

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

WHEREAS, the Long Branch Sewerage Authority Staff Engineer, Thomas Roguski, has reviewed the plans and specifications and has recommended that the application be conditionally approved, as per his letter dated March 15, 2016, 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 Takanassee Developers, LLC for connection to the sewerage system be and the same is hereby approved 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. Blaisdell -  
Mr. Booth -  
Mr. Brown -  
Mr. George -  
Mr. Mazza -

Date: March 16, 2016

R

Exhibit C

## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority has disconnected sewer service for 57 -61 Brighton Ave., Block 127 Lot 5 as per Resolution R1.4-12 on April 25, 2012 and

**WHEREAS**, Mr. Martin Grubman has requested the opportunity to pay the reactivation fee for the sixteen (16) disconnected units in lieu of the connection fees, due to the hardship caused by the fire that destroyed the buildings

**WHEREAS**, Long Sewerage Authority will add a reactivation fee of \$121.00 per unit per year for the aforementioned accounts, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that its Executive Director is hereby authorized to add the reactivation fee of \$121.00 per unit per year, retroactive from April 2012, and

**BE IT FURTHER RESOLVED**, that an extension appeal will be required after the two year period has expired and for any addition said properties shall be considered an application for sewer service at the current connection fee rate, 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 effectuate this Resolution.

ROLL CALL:

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

Date:  
R

## RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Furnishing and Delivering Odor Control Media, 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 Furnishing and Delivering Odor Control Media 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 Furnishing and Delivering Odor Control Media to G.A. Fleet Associates in the amount of \$26,706.00, 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 G.A. Fleet Associates 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. Booth	-
Mr. Brown	-
Mr. George	-
Mr. Mazza	-

Date:

R

Exhibits D & E

## RESOLUTION

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

**WHEREAS**, the Executive Director and the Human Resource Committee has established the position of Superintendent, and

**WHEREAS**, the position of Superintendent will be a union position represented by the Office and Professionals Employee International Union, and

**WHEREAS**, the Executive Director on the Human Resource Committee has established a salary guide, attached hereto and made a part hereof, and

**NOW THEREFORE, BE IT RESOLVED**, that the Authority hereby approves the aforementioned salary guide for the position of Superintendent

### ROLL CALL:

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

Date: March 16, 2016  
R  
Exhibit F

## RESOLUTION

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

**WHEREAS**, the Executive Director and the Human Resource Committee has advertised and interviewed applicants for the position of Superintendent, and

**WHEREAS**, Mr. Glenn Grieb , has a Bachelor of Science in Environmental Studies, holds NJDEP License in Water, Wastewater, and Industrial Treatment, a Certified Black Seal Boiler license and has over Twenty Three years of experience in the field, and

**WHEREAS**, the Executive Director and Human Resource Committee feel that Mr. Grieb will be the best suited for the position of Superintendent,

**NOW THEREFORE, BE IT RESOLVED**, by the Long Branch Sewerage Authority that it hereby ratifies and approves the hiring of Mr. Grieb as Superintendent effective 4/4/16, at a rate of compensation of \$93,156 annually. This employment is conditional upon Mr. Grieb successfully completing a pre-employment physical, drug and alcohol testing.

### ROLL CALL:

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

Date: March 16, 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