

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

February 17, 2016

I. and II. Opening and Attendance at Meeting

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:03 p.m., prevailing time, on Wednesday, February 17, 2016, by the Chairman, Mr. Blaisdell in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by Mr. George, Mr. Brown and Mr. Mazza. Mr. Booth was absent.

In addition to the Members of the Authority hereinabove-stated, there were present at said Regular Meeting the following professional attaches: Executive Director, Joseph A. Martone; John L. Bonello, Esq., Authority Counsel; John Van Dorpe, of the firm Maser Consulting, Authority Engineer; Tom Roguski, Authority Staff Engineer; David Kaplan, Authority Auditor; Laurie Hartnett, PCC Officer; and Elisabete Vieira, Secretary.

III. Announcement Pursuant to New Jersey Open Public Meeting Act.

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2015, has been provided by publication thereof in the *Link* on March 19, 2015, as a "legal" advertisement and in the *Asbury Park Press* on March 14, 2015, as a "legal" advertisement and by forwarding duplicates thereof on February 20, 2015, 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. Appointment of Board Member

The Authority Counsel advised the Board he had received the Resolution of the Council from the City of Long Branch reappointing Mr. Blaisdell to the Authority for a period of five years, which is being filed with the Secretary of State. Mr. Blaisdell was welcomed to the Authority and seated.

V. Organization for Year Commencing February 1, 2016

A. Organization February 1, 2016

On Motion by Mr. Blaisdell, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, that the Long Branch Sewerage Authority organize itself for the year commencing February 1, 2016 pursuant to Laws and Statutes of the State of New Jersey in such case made and provided.

B. Call for Nominations and Elections of Officers for Statutory Term

On Motion by Mr. George, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, that the formalities of election be waived and the nominee(s) declared elected to the Office(s) of the Long Branch Sewerage Authority to which he (they) has (have) been nominated for the statutory term commencing in February 1, 2016.

For the record, the positions are:

Chairman	Mr. Blaisdell
Vice-Chairman	Mr. George
Treasurer	Mr. Booth
Secretary	Mr. Brown
Asst. Secretary/Treasure	Mr. Mazza

C. Elections

Waived

D. Authority Committees

Mr. Bonello stated the committees are as listed:

COMMITTEES FOR YEAR 2016

1. BUDGET & FINANCE

Chairman – Michael Booth
L. Frank Blaisdell

2. LEGAL & ADMINISTRATIVE

Chairman – James Mazza
Thomas George

3. ENGINEERING

Chairman – David Brown
James Mazza

4. INSURANCE

Chairman – L. Frank Blaisdell
Michael Booth

5. HUMAN RESOURCES

Chairman – Thomas George
David Brown

E. Designation of Official Newspapers

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", is required to publish legal notices in accordance with law, and

WHEREAS, the Authority desires to name a newspaper as the official newspaper for the purpose of legal publication; and

NOW, THEREFORE, BE IT RESOLVED, that the Long Branch Sewerage Authority hereby designates the *Asbury Park Press*, the *Link News*, and the *Star Ledger* as its official newspapers, for the purpose of legal publications to be published on behalf of the Long Branch Sewerage Authority.

ROLL CALL:

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

Date: February 17, 2016
R1.2-16

F. Professional Appointments

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of an Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1) year, and

WHEREAS, John L. Bonello, Esq., for the firm Manna & Bonello, has submitted a proposal dated January 7, 2016, indicating he will provide Legal Services as per his letter, attached hereto and made a part hereof, and

WHEREAS, John L. Bonello, Esq. for the firm Manna & Bonello has completed and submitted a Business Entity Disclosure Certification which certifies that John L. Bonello, Esq. for the firm Manna & Bonello has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit John L. Bonello, Esq. for the firm Manna & Bonello from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with John L. Bonello, Esq. for the firm Manna & Bonello as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall

publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016
R2.2-16
Exhibits A & B

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Certified Public Accountant or a Registered Municipal Accountant as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1) year, and

WHEREAS, Wiss & Company has submitted a proposal dated January 30, 2016 indicating they will provide Auditing Services as per the attached Professional Services Contract, attached hereto and made a part hereof, and

WHEREAS, Wiss & Company has completed and submitted a Business Entity Disclosure Certification which certifies that Wiss & Company has not made any reportable contributions to a political or candidate committee in the City of

Long Branch in the previous one year, and that the contract will prohibit Wiss & Company from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with Wiss & Company, as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016
R3.2-16
Exhibits C & D

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1)

year, and

WHEREAS, Jason Capizzi, Esq. from Waters, McPherson and McNeill has submitted a proposal dated December 21, 2015, indicating he will provide Bond Counseling Services as per his letter, attached hereto and made a part hereof, and

WHEREAS, Jason Capizzi, Esq. from Waters, McPherson and McNeill has completed and submitted a Business Entity Disclosure Certification which certifies that Jason Capizzi, Esq. from Waters, McPherson and McNeill has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit Jason Capizzi, Esq. from Waters, McPherson and McNeill from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with Jason Capizzi, Esq. from Waters, McPherson and McNeill as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016
R4.2-16
Exhibits E & F

RESOLUTION

Mr. Blaisdell offered the following Resolution and moved

its adoption; seconded by Mr. George.

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of an Environmental Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1) year, and

WHEREAS, the firm Hall & Associates has submitted a proposal dated January 19 2016, indicating they will provide Environmental Attorney Services as per their Agreement, attached hereto and made a part hereof, and

WHEREAS, the firm Hall & Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Hall & Associates has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit Hall & Associates from making any reportable contributions through the term of the contract, and

WHEREAS, the 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 that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with Hall & Associates as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016

R5-2.16
Exhibits G & H

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Labor Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1) year, and

WHEREAS, Arthur R. Thibault, Jr., Esq. for the firm Apruzzese, McDermott, Mastro & Murphy has submitted a proposal dated January 5, 2016, indicating they will provide Labor Counsel Services as per their Agreement, attached hereto and made a part hereof, and

WHEREAS, Arthur R. Thibault, Jr., Esq. for the firm Apruzzese, McDermott, Mastro & Murphy has completed and submitted a Business Entity Disclosure Certification which certifies that Arthur R. Thibault, Jr., Esq. for the firm Apruzzese, McDermott, Mastro & Murphy has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit Arthur R. Thibault, Jr., Esq. for the firm Apruzzese, McDermott, Mastro & Murphy from making any reportable contributions through the term of the contract, and

WHEREAS, the 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 that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with Arthur R. Thibault, Jr., Esq. for the firm Apruzzese, McDermott, Mastro & Murphy as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016

R6.2-16

Exhibits I & J

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire a Insurance Agent as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one

(1) year, and

WHEREAS, the firm Brown & Brown Insurance has submitted a proposal dated December 16, 2015, indicating they will provide Insurance Services as per their Agreement, attached hereto and made a part hereof, and

WHEREAS, the firm Brown & Brown Insurance has completed and submitted a Business Entity Disclosure Certification which certifies that Brown & Brown Insurance has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit the firm Brown & Brown Insurance from making any reportable contributions through the term of the contract, and

WHEREAS, the 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 that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with the firm Brown & Brown Insurance as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016
R7.2-16
Exhibits L & M

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Licensed Professional Engineer as a far and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the anticipated term of this contract is one (1) year, and

WHEREAS, John Van Dorpe of the firm Maser Consulting has submitted a proposal dated January 4, 2016 indicating they will provide Engineering Services as per the attached Agreement for Professional Engineering Services, attached hereto and made a part hereof, and

WHEREAS, John Van Dorpe of the firm Maser Consulting has completed and submitted a Business Entity Disclosure Certification which certifies that John Van Dorpe of the firm Maser Consulting has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit John Van Dorpe of the firm Maser Consulting from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with John Van Dorpe of the firm Maser Consulting as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

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

Date: February 17, 2016
R8.2-16
Exhibits N & O

G. Scheduling of Regular Meetings for the Year 2016

RESOLUTION

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

WHEREAS, N.J.S.A. 10:4-18 requires public bodies at least once annually to post and distribute a schedule of the regular meetings of the public body for the succeeding year; and

WHEREAS, the schedule of regular meetings of the Long Branch Sewerage Authority, including dates, times and locations of meetings, up to and including the Authority 2017 annual reorganization meeting, is attached to the Resolution hereto and made a part hereof; and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY, that the said schedule of meetings is approved by the Long Branch Sewerage Authority and said schedule of meetings shall be posted and distributed pursuant to N.J.S.A. 10:4-18.

ROLL CALL:

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

Date: February 17, 2016
R9.2-16
Exhibit P

H. Bank Account Resolution

RESOLUTION

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

BE IT RESOLVED that the following are hereby designated as depositories of the Long Branch Sewerage Authority and that accounts be opened and maintained in the name of the Long Branch Sewerage Authority as follows:

KEARNY FEDERAL SAVINGS

LBSA - Revolving Fund, Collection Account
LBSA - Revolving Fund, Payroll Checking Account
LBSA - Revolving Fund Checking Account
LBSA – Revolving Fund, EFT Checking Account
LBSA – Treasurer Fund, Developer’s Escrow

DESIGNATION OF DEPOSITORIES AND TRUSTEE BANKS

Depository Bank:	Investors Savings Bank
Depository Bank:	The Bank of New York Mellon
Depository Bank:	Kearny Federal Savings and Its Division Central Jersey Bank
Depository Bank:	New Jersey Cash Management Fund
Trustee Bank:	The Bank of New York Mellon

ROLL CALL:

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

Date: February 17, 2016
R10.2-16

I. Cash Management Plan

RESOLUTION

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

WHEREAS, the Authority desires to adopt a Cash Management Plan pursuant to N.J.S.A. 40A:5-14, attached hereto and made apart hereof, and

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby adopts the attached Cash Management Plan and that the Authority Executive Director is authorized to execute any documents to effectuate the purpose of this Resolution.

ROLL CALL:

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

Date: February 17, 2016
R11.2-16
Exhibit Q

VI. Public Participation.

Ms. Jacqueline DeFelice from Jersey Central Power & Light addressed the board. Ms. DeFelice is our representative for Jersey Central Power & Light. She thanked the board for all the past business and offered her support with any issues or concerns that may arise in the future.

Mr. Lepore from 38 Ocean Terrace addressed the board.

Mr. Lepore questioned a few items regarding the correspondence. First item was #7 he questioned if that was the approval of the sanitary sewer line at Marine Terrace. Mr. Roguski replied affirmatively and stated that once he reviews the resubmitted plans and all is within compliance an approval letter will be mailed.

Next Mr. Lepore questioned item #20. Mr. Bonello explained that this was a public notice mailed to all the property owners surrounding and sharing a property boundary within 200 feet of Hamilton Court. It does not involve any sanitary sewer lines or concerns with the Authority.

Finally Mr. Lepore questioned the depository resolution. He questioned what the determining factors are in selecting the specific banks. Both Mr. Martone and Mr. Kaplan stated that it has to do with past history, customer service, eligibility of the New Jersey Statue and the GUDPA certification stating they are authorized to work with public agencies.

Mr. Lepore had no further questions and thanked the board.

On Motion by Mr. Mazza, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, one absent, no abstain; the Public Participation portion of the Meeting was closed.

VII. As to the Minutes of the Regular Meeting of January 20, 2016

On Motion by Mr. Brown seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on January 20, 2016, to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

VIII. As to the Minutes of the Executive Session held on January 20, 2016, if any

None

IX. Correspondence

The attached list of correspondence was reviewed by the Authority. Individual items were dealt with as follows:

Mr. Martone reported that item #16 is an invitation from The Greater Long Branch Chamber requesting the Authority's presence in honoring Mr. Tim McLoone of McLoone's Restaurant. The following resolution was presented:

RESOLUTION

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

WHEREAS, The Long Branch Sewerage Authority (hereinafter called the "Authority") supports the activities and functions of the Long Branch Chamber of Commerce, and

WHEREAS, The Chamber of Commerce is sponsoring a dinner honoring Mr. Tim McLoone, and

WHEREAS, attendance at this dinner will encourage cooperation between the City of Long Branch and the Authority, and

WHEREAS, the price for this dinner is \$100.00 per person, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it hereby authorizes any Authority Commissioners and approved staff to attend this dinner as guests of the Authority.

ROLL CALL:

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

Date: February 17, 2016
R13.2-16

Mr. Martone explained that item # 29 is an application for a unit change for 246 Hamilton Ave. Mr. Roguski stated that the property was previously utilized for three detached single family homes. One of the detached single homes structure has been converted into a storage area with the bathroom and kitchen facilities completely removed. Per his inspection and approval the following resolution was presented:

RESOLUTION

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

WHEREAS, Mr. Augustine Fiducia has requested a decrease in the number of units from three (3) to two (2) for service billing in an application to the Executive Director received January 29, 2016, for said property being serviced by the Long Branch Sewerage Authority under account #315-029-000, and

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes of two (2) units for service billing, which is attached hereto to this resolution and made a part hereof, and

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 246 Hamilton Ave. is hereby decreased from three (3) to two (2) as of the first quarter 2016 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 effect this Resolution.

ROLL CALL:

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

Date: February 17, 2016

R14.2-16

Exhibit S

**LIST OF CORRESPONDENCE FOR REGULAR MEETING
LONG BRANCH SEWERAGE AUTHORITY**

FEBRUARY 17, 2016

- 1) Certified Public Hearing Notice received 01/20/16, from the borough of WLB re: application of NY SMSA Limited Partnership d/b/a Verizon Wireless for premises 175 Monmouth Rd / Block 67 Lots 1 & 2
- 2) Certified Public Hearing Notice received 01/20/16 from the City of Long Branch, re: property owners are seeking relief from the requirements of the single family zone district and request the issuance of a certificate for current and pre-existing nonconforming two family use in a single family zone / property address 365 Willow Ave / Block 190 Lot 5
- 3) Certified Public Hearing Notice received 01/20/16 from the City of Long Branch, re: the planning board received new application from Emgee Realty LLC to construct a four-story building with commercial use on the first floor and 12 residential apartments on the remaining three floors / property address is 57-61 Brighton Ave / Block 127 Lot 5
- 4) Letter dated 01/18/16 received 1/21/16 from Maser Consulting, re: Renewal and Replacement Fund – 2016 (Maintenance and Reserve Account)
- 5) Letter dated 01/19/16 received 01/21/16 from Hall & Associates, re: Professional Appointment of Hall & Associates Special Counsel for NJPDES Matters
- 6) Agenda and Reports received 01/21/16 from JIF, re: Toms River MUA meeting at 10:30AM / January 27, 2016
- 7) Copy of letter dated 01/21/16 received 01/21/16 from Tom Roguski to Dominic Tozzo at TDB Associates Inc., re: Marine Terrace Development project / Block 301 Lots 4 & 7
- 8) Copy of letter dated 01/21/16 received 01/21/16 from Tom Roguski to Michael Markovitz at Mark Built Properties at Long Branch, LLC. re: Ocean Blvd between North Bath and Pavilion Avenues / Block 216 Lots 9, 10 & 25

- 9) Letter dated 12/18/15 received 01/22/16 from Dominick Cinelli (Brown & Brown), re: Professional Appointment
- 10) Certified letter dated 01/18/16 received 01/22/16 from Law offices of John Bazzurro, LLC., re: TORT CLAIM / Hodge v. City of Long Branch / Patricia Hodge (claimant)
- 11) Permit received 01/22/16 from the City of Long Branch Fire Marshall, re: Fire Safety Permit Certificate for the Torch/ Welding Cutting
- 12) Permit received 01/22/16 from the City of Long Branch Fire Marshall, re: Fire Safety Permit Certificate for the Storage and Handling of Flammable Liquids
- 13) Permit received 01/22/16 from the City of Long Branch Fire Marshall, re: Fire Safety Permit Certificate for the Storage and Handling of Combustible Liquids
- 14) Letter dated 01/21/16 received 01/25/16 from Kennedy Consulting Engineers, LLC., re: Letter of Serviceability for 55 Pullman Ave/ Block 56 Lot 13
- 15) Copy of Report dated 01/25/16 received 01/25/16 from PERMA to JIF Fund Commissioner, re: Newspaper Article
- ACTION** 16) Invitation received 01/25/16 from The Greater Long Branch Chamber, re: requesting the Authority's presence in honoring Tim McLoone of McLoone's Restaurant for the recipient of the Louis G. Libutti Community Service Award
- 17) Copy of letter dated 01/22/16 received 01/26/16 from Manna & Bonello to Wiss & Company, LLP., re: Long Branch Sewerage Authority Fiscal Year Ending 12/31/2015
- 18) Agenda and Reports received 01/28/16, re: Toms River MUA meeting on January 27, 2016
- 19) Letter received 01/29/16 from United States Department of Commerce, re: 2015 Annual Survey of Local Government Finances
- 20) Public Notice dated 01/22/16 received 01/29/16 from The English Group LLC., re: Property owners surrounding and sharing a property boundary within 200 feet of the property / Block 397 Lots 16.05, 16.06, 16.07, 17.03, 17.04/ Customer applying for a permit for Waterfront Development Individual Bulkhead Application
- 21) Notice received 02/01/16 from Monmouth County Planning Board, re: Areawide Water Quality Management Planning Agency
- 22) Letter dated 01/27/16 received 02/01/16 from United Steelworkers, re: members of USW Local Union 4-149 Unit 10 have now become members of USW Local Union 4-406 Unit 20

- 23) Letter dated 01/30/16 received 02/02/16 from Wiss & Company, re: Professional Appointment for 2016
- 24) Letter dated 01/29/16 received 02/02/16 from Gasiorowski & Holobinko, re: Inactive account / 600 McClellan St/ Block 350 Lot 12
- 25) Letter dated 02/01/16 received 02/02/16 from Maser Consulting, re: Consulting Engineer's Report for the Year Ending December 31, 2015
- 26) Letter dated 02/01/16 received 02/03/16 from Two Rivers Water Reclamation Authority, re: Invitation to attend an employment practices liability seminar municipality qualifies for \$250 discount on Jif premium for every attendee
- 27) Certified legal notice received 02/04/16 from the Jeffrey Chang Attorney, re: new application to the city of Long Branch for a new single home at 241 Seventh Ave / Block 366 Lot 4
- 28) Letter dated 01/25/16 received 02/04/16 from Perma, re: Newspaper Article
- ACTION** 29) Letter dated 02/08/16 received 02/10/16 from the Authority's staff engineer, re: Unit change request from Mr. Fiducia for property at 246 Hamilton Ave / unit change from 3 units to 2 units
- 30) Certified letter received 02/11/16 from Ansell Grimm & Aaron Esq., re: Notice of Hearing for a property in Oakhurst NJ / Block 8 Lot 32/ Property address is 11 Old Farm Road / Applicant is requesting approval to construct a new, two story single family

ADDITIONAL CORRESPONDENCE

- 31) Certified notice received 02/16/16 from PJB Builders/ Paul Ermides, re: new construction for 8 Cook St/ Block 61 Lot 34 Monmouth Beach Borough
- 32) Letter dated 02/12/16 received 02/19/16 from the State of New Jersey Department of Treasury, re: Retirement Application for Mr. Milford Thornton

On Motion by Mr. Blaisdell, seconded by Mr. George, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the attached List of Correspondence was ordered, received, and filed.

X. Report of Executive Director for January, 2016

Mr. Martone stated that the snow storm on January 23rd caused a major problem with our Main 2000 Amp Automated Electrical Transfer Switch. The driving snow forced its way around the outer and inner door panels, which caused an electrical short in the processor and switch sensors in the switch gear itself. The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", is required to make an emergency repair and replacement of its Main Electrical 2000 Amp Automatic Transfer Switch which was damaged and destroyed by the snow storm on January 23, 2016, and

WHEREAS, the repair and replacement is necessary to ensure the safety and proper operation of the Authority's Treatment Facility, and

WHEREAS, the Authority's Executive Director, Engineer, and Attorney has Certified that this repair is urgent and cannot wait to prepare and accept bids, and

WHEREAS, The Authority has a contract with Electro Maintenance to repair any electrical emergencies / problems within the plant, and

WHEREAS, N.J.S.A. 40A:11-6 allows the Authority to enter into a contract to make the necessary emergency repairs without competitive bid, and

WHEREAS, the Authority Auditor has confirmed that there are funds available to pay the parties who performed the emergency repairs, and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY, that payment for the following work performed on an emergency basis is hereby authorized and the Executive Director is hereby authorized to execute any documents necessary to effectuate the purpose of this resolution:

1. Repair and replacement the Main Electrical 2000 Amp Automatic Transfer Switch.

ROLL CALL:

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

Date: February 17, 2016
R15.2-16

Mr. Martone reported that some employees have requested permission to attend the Technology Transfer Seminar. The following resolution was presented:

RESOLUTION

Mr. George offered the following resolution and moved its adoption; seconded by Mr. Brown.

WHEREAS, several of employees have requested permission to attend a Technology Transfer Seminar sponsored by NJWEA at the Sheraton in Eatontown from February 29th through March 3rd, 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	- AYE
Mr. George	- AYE
Mr. Booth	- ABSENT
Mr. Brown	- AYE
Mr. Mazza	- AYE

Date: February 17, 2016
R16.2-16

On Motion by Mr. Mazza, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the report of the Executive Director, as prepared and submitted, is hereby approved and ordered received and filed and made part of the Minutes of this Meeting.

XI. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of January 2016

The following Resolution was moved by Mr. George, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, one absent, no abstain.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 17th DAY OF FEBRUARY 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of January 2016 are found regular and payment of each and all, thereof is authorized to be paid out of the Revolving Fund, General Funds, Revenue Fund or Collection Account as indicated on the said List of Bills attached to the Executive Director's Report.

XII. Report by Authority Counsel of the Activities of that Office and of Actions taken since January 20, 2016

Mr. Bonello reported the he worked with Mr. Martone on the emergency repair switch and a few other issues.

Mr. Bonello had nothing further to report.

On Motion by Mr. Blaisdell, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, all actions taken, dispositions made by the Authority Counsel of and with regard to each and all of the foregoing items be, and they are in all respects approved, confirmed, and ratified.

XIII. Report by Authority Auditor of the Activities of that Office and of Actions taken Since January 20, 2016

Mr. Kaplan reported that the audit is ongoing at this time. He explained that so far all is going well with no issues. He stated that the GASB 68 report is still not out and until this report is released to the public by the State with the specific requirements, the Audit will be on hold and cannot be submitted to the state.

Mr. Kaplan had nothing further to report.

On Motion by Mr. George, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, all actions taken, and dispositions made 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.

XIV. Insurance Committee.

Mr. Martone reported that the New Jersey Utility Authorities Joint Insurance Fund has requested that the Authority appoint a Risk Management Consultant. The following resolution was presented:

**RESOLUTION
RISK MANAGEMENT CONSULTANT**

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

WHEREAS, the Long Branch Sewerage Authority

is a member of the New Jersey Utility Authorities Joint Insurance Fund, and

WHEREAS, the bylaws of said Funds require that each Authority appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the bylaws indicate a minimum fee equal to six percent (6%) of the Authority's assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical; and

NOW THEREFORE, be it resolved that the Long Branch Sewerage Authority does hereby appoint a representative of Brown & Brown as its Risk Management Consultant in accordance with the Fund's by laws as attached hereto and made a part hereof, and

BE IT FURTHER resolved that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

ROLL CALL:

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

Date: February 17, 2016
R12.2-16
Exhibit R

XV. Report, if any, by Investment Committee.

The investments are as listed.

On Motion by Mr. George, seconded by Mr. Mazza, and passed by the affirmative vote of three members present, no nays, one absent, one abstain; the Authority Investments were approved and made.

XVI. Transfers, if any.

The transfers are as listed.

The following Resolution was moved by Mr. Blaisdell seconded by Mr. George, and passed by the affirmative vote of three members present, no nays, one absent, one abstain, approving the Authority Transfers for the month of January 2016 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 17th DAY OF FEBRUARY 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of January 2016 as submitted by the Executive Director and orders said report received and filed.

XVII. Old Business.

XVII. Old Business

A. Engineer's Report on Redevelopment Projects

Mr. Van Dorpe stated that they received a call from a developer for the Brighton Ave project which he forward to Mr. Roguski. Mr. Roguski explained that a new sanitary sewer lateral is required and has to be installed before connecting to the main line.

Mr. Van Dorpe also reported that he and Mr. Roguski went to a meeting with the county regarding the Beachfront South Project. The meeting was in reference to the developers, and all the requirements and improvements by the City of Long Branch.

B. Future Capital Improvement Program

Mr. Van Dorpe had nothing new to report.

C. Fence & Gates

Mr. Van Dorpe reported that a letter was sent to the contractor requesting an update on finalizing the job. The contractor did reply and is working with the Authority to correct a few of the punch line issues.

D. Flood Barriers

Mr. Van Dorpe stated that there was a little delay, but all is up to date now and should be concluded very shortly.

E. Collection Systems Rehabilitation

Mr. Van Dorpe explained the job will resume in April if not sooner.

F. F.E.M.A.

Mrs. Hartnett had nothing to report at this time. She stated that the Authority is waiting for the last payment.

XVIII. New Business

None

XIX. Miscellaneous Suggestions for the Good of the Authority

Mr. Bonello requested the Board go into Executive Session at this time.

RESOLUTION

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

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:

Personnel

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	- AYE
Mr. George	- AYE
Mr. Booth	- ABSENT
Mr. Brown	- AYE
Mr. Mazza	- AYE

Date: February 17, 2016
ResExSess

Mr. Bonello resumed the regular session.

XX. Adjournment at 3:40 p.m.

There being no further business, on Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director