

**AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting**

April 20, 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		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Laurie Hartnett	PCC Officer		
Thomas Roguski	Staff Engineer		
Nicole Woods	Secretary		

III. Announcement by presiding officer, pursuant to New Jersey Open Public Meetings Act, that

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2016, has been provided by publication thereof in the *Link* on February 25, 2016, as a "legal" advertisement and in the *Asbury Park Press* on February, 20 2016, as a "legal" advertisement and by forwarding duplicates thereof on February 19, 2016, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation

Motion by _____, seconded by _____ that this item of the Agenda be closed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of March 16, 2016

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, March 16, 2016, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on March 16, 2016, if any **NONE**

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on March 16, 2016, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

Motion by _____, seconded by _____, as to items to be received and filed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

April 20, 2016

- 1) Letter dated 2/18/16 received 3/16/16 from Municipal Excess Liability Joint Insurance Fund, re: MEL Leadership Skills Training – Piscataway Township
- 2) Letter dated 3/14/16 received 3/16/16 from New Jersey Natural Gas, re: Meter #729861 Located at Willow Ave in Long Branch, Meter Exchange
- 3) Agenda and Reports received 3/21/16 from JIF, re: Toms River MUA meeting at 10:30AM / March 23, 2016
- 4) Letter dated 3/16/16 received 3/21/16 from Department of the Treasury, re: Acknowledgement of Process for Board Member Appointment of L. Frank Blaisdell
- 5) Letter dated 3/17/16 received 3/24/16 from State of New Jersey Department of Environmental Protection, re: Physical Connection Permit No: 1583-WPC160001
- 6) Certified Public Notice dated 3/22/16 received 3/28/16 from Michael R. Leckstein, Esq., re: B327 L14, 139 Lippincott Ave
- ACTION** 7) Letter dated 3/24/16 received 3/28/16 from Maser Consulting, re: Proposal for Professional Engineering Services, WWTP Electrical Services Improvement Project – Additional Services
- 8) Letter received 3/28/16 from Phoenix Advisors, LLC, re: Secondary Market Disclosure Compliance Report
- 9) Letter dated 3/30/16 received 4/4/16 from Monmouth County Planning Board, re: April 6, 2016 Meeting Cancellation Notice
- 10) Affidavit of Publication dated 2/20/16 received 4/4/16 from Asbury Park Press, re: Wiss & Company to serve as Authority Auditor
- 11) Letter dated 3/28/16 from State of New Jersey Department of Health, re: 2015 Right to Know Survey
- 12) Certified Notice of Hearing received 4/5/16 from Louis Garippo Jr., re: B277 L20 / 59 Fourth Ave.
- 13) Certified Legal Notice dated 4/4/16 received 4/11/16 from Patrick J. McNamara, Esq., re: B 222, L 1-14, 15.01, 15.02, 22 and 23, Pier Village III Urban Renewal, LLC

- 14) Certified Notice of Hearing dated 4/5/16 received 4/11/16 from Martin A McGann, Jr., Esq., re: B228 L 32, 33, 34 & 35 / Pavilion and Third Avenues
- 15) Memo dated 3/28/16 received 4/11/16 from Municipal Excess Liability Joint Insurance Fund, re: Personnel Manual – 2016, Open Public Meeting Act – Procedure Concerning Personnel Matters
- 16) Letter dated 4/16 received 4/11/16 from New Jersey Utility Authorities Joint Insurance Fund, Perma Risk Management Services, re: Manager and Supervisory Training
- ACTION** 17) Letter dated 4/11/16 received 4/11/16 from Staff Engineer, Thomas Roguski, re: B8 L1,2,3 & 28-34 and B30 L4-11 West Long Branch / Monmouth University – Mullaney Hall
- ACTION** 18) Letter dated 4/11/16 received 4/11/16 from Staff Engineer, Thomas Roguski, re: B39 L8 West Long Branch / Monmouth University – Bey Hall
- ACTION** 19) Letter dated 4/13/16 received 4/13/16 from Maser Consulting, re: Partial Payment Request #9 from P.M. Construction in the amount of \$135,867.90
- ACTION** 20) Letter dated 4/13/16 received 4/13/16 from Maser Consulting, re: 2014 Collection System Rehabilitation Project – Change Order No. 2
- 21) Letter dated 4/12/16 received 4/15/16 from United Steelworkers, re: Donation request for District 4 Education Conference
- 22) Letter dated 4/13/16 from 4/15/16 from Kathy Schmelz, City Clerk, re: Vacation of Portion of Lake Avenue

VIII. Report of Executive Director for March 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 March 2016

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of March 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 March 16, 2016.

Motion by _____, seconded by _____ that all actions taken and dispositions made by Authority Counsel, of and with regard and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since March 16, 2016.

Motion by _____, seconded by _____ that all actions taken by Authority Auditor, of and with regard to each and all of the foregoing items be,

and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XII. As to Insurance Committee

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

XIII. Report, if any, by Investment Committee

Resolution by _____, seconded by _____ that the Investments be approved and made.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XIV. Transfers, if any

Resolution by _____, seconded by _____ that the List of Transfers, as submitted, is approved, ordered, received and filed and made a part of the Minutes of this Meeting.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XV. Old Business

A. Engineer's Report on Redevelopment Projects

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

B. Future Capital Improvement Program

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

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 Mr. _____.

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") is in need of specifications for the WWTP Electrical System Improvements Project, and

WHEREAS, the Authority requires specifications be written for the solicitation of bids, and

WHEREAS, Maser Consulting has submitted a proposal for professional engineer services and design services, with the total proposed fees in the amount of \$102,750.00 attached hereto and made part hereof, and

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority engineer Maser Consulting is hereby authorized to prepare Bid Specifications for the WWTP Electrical System Improvement Project, with engineering fees not to exceed \$102,750.00.

ROLL CALL:

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

Date: April 20, 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 release the performance bond for Monmouth University – Mullaney Hall Block 38 Lots 1,2,3 & 28-43 and Block 30 Lots 4-11, and

WHEREAS, the Authority Staff Engineer has recommended release of said performance bond based upon all engineers and Authority fees be conditionally paid, as per his letter dated April 11, 2016, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby releases the performance bond and unused escrow funds for Block 38 Lots 1,2,3 & 28-43 and Block 30 Lots 4-11, Account #698 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: April 20, 2016
R
Exhibit B

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to release the performance bond for Monmouth University – Bey Hall Block 39 Lot 8, and

WHEREAS, the Authority Staff Engineer has recommended release of said performance bond based upon all engineers and Authority fees be conditionally paid, as per his letter dated April 11, 2016, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby releases the performance bond and unused escrow funds for Block 39 Lot 8, Account #718 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: April 20, 2016

R

Exhibit C

RESOLUTION

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

_____.

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #9, from P.M. Construction Corp. for the 2014 Collection System Rehabilitation Project, and

WHEREAS, this request for payment is in the amount of \$135,867.90, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated April 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 #9 to P.M. Construction Corp. in the amount of \$135,867.90.

ROLL CALL:

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

Date: April 20, 2016

R

Exhibit D

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has undertaken the 2014 Collection System Rehabilitation Project with PM Construction Corp.; and

WHEREAS, the inspecting engineer for the project, Maser Consulting, has recommended the approval of Change Order Number #2, in his letter dated April 13, 2016, attached hereto and made a part hereof, which increases the cost by \$12,072.71 from \$3,234,135.25 to \$3,246,207.96 as a result of this Change Order.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Change Order #2, attached hereto and made a part hereof, is hereby approved and that the Authority Executive Director is authorized to execute any documents necessary to effectuate this Resolution.

ROLL CALL:

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

Date: April 20, 2016

R

Exhibit E

RESOLUTION

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

WHEREAS, Joseph Martone and several LBSA employees desire to attend the NJWEA Annual Conference to be held May 16, 2016 to May 20, 2016 at Bally's in Atlantic City, and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY THAT:

1. Joseph Martone and any of the aforementioned employees who have the approval of Mr. Martone and the Board, are authorized to attend the NJWEA Annual Conference to be held May 16, 2016 to May 20, 2016 at Bally's in Atlantic City.
2. The Authority will pay all registration fees for this purpose including accommodations.
3. The Authority will allow a maximum amount of \$50.00 per day per person for reimbursable expenses.
4. The Authority will provide all transportation costs for attending the meeting.
5. Any Authority Commissioners are also authorized to attend if they so desire under the same terms and conditions.

ROLL CALL:

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

Date: April 20, 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