

# LONG BRANCH SEWERAGE AUTHORITY

## Minutes of the Regular Meeting

October 19, 2016

### I. and II. Opening and Attendance at Meeting.

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:00 p.m., prevailing time, on Wednesday, October 19, 2016, by the Vice-Chairman, Mr. George in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by Mr. Booth, Mr. Brown and Mr. Mazza. Mr. Blaisdell attended via telephonic communication.

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 and Susan Brasfield, of the firm Maser Consulting, Authority Engineer; David Kaplan, Authority Auditor; Laurie Hartnett, PCC Officer; Thomas Roguski, Staff Engineer; 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 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.

Mr. Lepore from 38 Ocean Terrace addressed the board.

Mr. Lepore questioned the introduction of the capital budget and asked if there would be a rate increase. Mr. Martone explained that the Authority will discuss a rate increase.

Mr. Lepore stated that he thought the capital budget figures off set each other. Mr. Kaplan explained that the capital budget is an integral part of the overall budget, and it's the overall budget that is showing a need for a rate increase.

Mr. Lepore questioned the Road Restoration & Infrared Paving Restoration resolution, and expressed his concerns for the minimal cost for a paving contract. Mr. Martone explained that this is an "As Needed" contract to repair small lateral trenches. The estimated quantities in the Bid Specifications are for comparison only, and the contractor is paid only for installed paving.

Finally Mr. Lepore questioned the chemicals resolutions. He wanted to confirm if the Authority has a co-op with other sewerage authorities to buy in bulk under a shared service agreement. Both Mr. Martone and Mr. Kaplan stated that they are not aware of any Authority purchasing in co-op/bulk quantities.

Mr. Lepore had no further questions.

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

#### **V. As to the Minutes of the Regular Meeting of September 21, 2016**

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on September 21, 2016 to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

#### **VI. As to the Minutes of the Executive Session held on September 21, 2016, if any**

None.

#### **VII. Correspondence**

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

Mr. Martone explained that item #13 is a notice of levy from the Internal Revenue Service (IRS) stating that Gen II Contracting Co Inc. owes past due taxes and that any money owed to Gen II Contracting Co Inc. from the Authority is to be sent to the IRS. Once the work is preformed the balance due to Gen II Contracting Co Inc. is about \$6,000.00. At this time the contractor has not completed the project and Mr. Roguski has sent the contractor several letters requesting completion but has had no response. The Authority can then go after the performance bond if necessary.

Mr. Martone had nothing further to report.

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

**October 19, 2016**

- 1) Letter dated 09/19/16 received 09/22/16 from Mark Steinberg, Re: Vacation of Portion of Lake Ave between Woodgate Ave and Bowyer Ave
- 2) Certified Legal Notice received 09/26/16 from City of Long Branch Planning Board, re: 602-624 Ocean Ave, re: proposed mixed-use building
- 3) Affidavit of Publication received 09/26/16 from the Asbury Park Press, re: Surveillance Camera
- 4) Affidavit of Publication received 09/16/16 from the Asbury Park Press, re: Bid Sanitary Sewer System Sewer System
- 5) Registration information for AEA received 09/28/16, re: Association of Environmental Authorities Annual Meeting and Conference Registration
- 6) Letter dated 09/29/16 received 10/03/16 from Thomas Giglio, Landmark Surveying President: Re: Availability for Proposed Mausoleum Project at Mt. Carmel Cemetery (Two River Services this area)
- 7) Notice received 10/3/16 from Monmouth County Planning Board, re: Monthly Meeting / Wednesday October 5, 2016
- 8) Letter dated 10/03/16 received 10/04/16 from Concerned Citizens Coalition, Mr. Avery Grant, re: Request the Sewerage Authority provide an electrical power extension cord from the Maintenance Building to the Seaview Ave Bridge for a Memorial Dedication Service on Saturday, October 8, 2016 from 9am to 11am
- 9) Invitation received 10/11/16 to a Community Update & Public Meeting of the Long Branch Community Advisory Panel
- 10) Certified Public Notice received 10/11/16 from the Borough of West Long Branch, re: 71 Victor Ave / Variance Approval
- 11) Certified Public Notice received 10/12/16 from Monmouth University, re: Variance to increase number and size of proposed new signs
- 12) Certified Notice of Hearing received 10/14/16 from Ansell Grimm & Aaron, re:

Applicant seeks minor subdivision approval to adjust a boundary line between 25 Old Farm Road in Oakhurst

**ADDITIONAL CORRESPONDENCE**

- 13) Letter dated 10/06/16 received 10/14/16 from Internal Revenue Service, re: GEN II Contracting Co. Inc.
- 14) Letter dated 10/18/16 received 10/19/16 from Maser Consulting Inc., re: Proposal for Professional Engineering Services / 2014 Collection System Rehabilitation Project

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 attached List of Correspondence was ordered, received, and filed.

**VIII. Report of Executive Director for September, 2016**

Mr. Martone explained that Authority received bids on October 5, 2016 for the following contracts; Sodium Hypochlorite, Magnesium Hydroxide, Aluminum Hydroxide Chloride, Dry Polymer, Emulsion Polymer, and Sand and Grit Removal, Furnishing Pump & Motor Repairs and New Motor Purchase, Road Restoration and Infrared Paving, Electrical Maintenance Services, Sanitary Sewer System Repairs and Service Lateral Installation and Surveillance Camera Maintenance.

Mr. Martone would recommend the Authority award these contracts to the following low bidders:

**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for sodium hypochlorite, 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 sodium hypochlorite 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 sodium hypochlorite to Main Pool & Chemical Inc. in the amount of \$0.89 per gallon, 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 Main Pool & Chemical Inc. for the purposes expressed hereinabove.

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

**ROLL CALL:**

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

Date: October 19, 2016  
R1.10-16  
Exhibits A, B

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### **RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for magnesium hydroxide slurry, 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 magnesium hydroxide slurry 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 hereto and made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED**, that

1. The Long Branch Sewerage Authority hereby awards its contract for magnesium hydroxide slurry to Premier Magnesia, in the amount of \$2.97 per gallon, 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 Premier Magnesia, 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	- AYE
Mr. George	- AYE
Mr. Booth	- AYE
Mr. Brown	- AYE
Mr. Mazza	- AYE

Date: October 19, 2016  
R2.10-16  
Exhibit C, D

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### **RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the

"Authority") has heretofore advertised for receipt of bids for furnishing and delivery of aluminum hydroxide, 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 delivery of aluminum hydroxide 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 hereto and made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED**, that

1. The Long Branch Sewerage Authority hereby awards its contract for furnishing and delivery of aluminum hydroxide to Main Pool & Chemical in the amount of \$2.47 per gallon, 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 Main Pool & Chemical, 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	- AYE
Mr. George	- AYE
Mr. Booth	- AYE
Mr. Brown	- AYE
Mr. Mazza	- AYE

Date: October 19, 2016  
R3.10-16  
Exhibit E, F

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## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for dry polymer, 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 dry polymer 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 dry polymer to Polydyne, Inc. in the amount of \$1.473 per pound, 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 Polydyne, Inc. for the purposes expressed hereinabove.
3. The Authority Chairman and Executive Director are authorized to sign any documents needed to effectuate this resolution.

### ROLL CALL:

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



Date: October 19, 2016  
R4.10-16  
Exhibits G, H

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## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for emulsion type polymer, 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 emulsion type polymer 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 emulsion type polymer to Polydyne, Inc. in the amount of \$0.913 per pound, 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 Polydyne Inc. for the purposes expressed hereinabove.

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

### ROLL CALL:

Mr. Blaisdell	- AYE
Mr. George	- AYE
Mr. Booth	- AYE

Mr. Brown - AYE  
Mr. Mazza - AYE

Date: October 19, 2016  
R5.10-16  
Exhibits I, J

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## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for removal, transport and disposal of sand, grit and bar screen screenings to an approved site; 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 removal, transport and disposal of sand, grit and bar screen screenings 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 removal, transport and disposal of sand, grit and bar screen screenings to Freehold Cartage, Inc. in the amount of \$1,685.00 per 20 yard container removed and disposed of, 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 Freehold Cartage, Inc. for the purposes expressed hereinabove.

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

ROLL CALL:

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

Date: October 19, 2016  
R6.10-16  
Exhibits K, L

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**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Furnishing Pump & Motor Repairs and Purchase of New Pumps & Motors; 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 Pump & Motor Repairs and Purchase of New Pumps & Motors to the lowest responsible bidder, and

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

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Long Branch Sewerage Authority hereby awards its contract for Furnishing Pump & Motor Repairs and Purchase of New Pumps & Motors to Pilot Electric Co. Inc. in the amount of \$11,700.00 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 Pilot Electric Co. Inc. for the purpose-expressed hereinabove.

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

**ROLL CALL:**

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

Date: October 19, 2016  
R7.10-16  
Exhibits M, N

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**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Road Restoration & Infrared Paving Restoration, 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 this contract to the lowest responsible bidder, and

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

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Long Branch Sewerage Authority hereby awards its contract for Road Restoration Infrared Paving Restoration to L & L Paving Company, Inc., in the amount of \$15,000.00, 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, L & L Paving Company, Inc., for the purpose-expressed hereinabove.

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

**ROLL CALL:**

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

Date: October 19, 2016  
R8.10-16  
Exhibits O, P

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**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Electrical Maintenance Services to an approved site; 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 Electrical Maintenance Services 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 Electrical Maintenance Services to Electro Maintenance, Inc. in the amount of \$78,500.00 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 Electro Maintenance, Inc. for the purposes expressed hereinabove.

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

**ROLL CALL:**

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

Date: October 19, 2016  
R9.10-16  
Exhibits Q, R

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**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Sanitary Sewer System Repairs and Service Lateral Installations, 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 this contract to the lowest responsible bidder, and

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

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The Long Branch Sewerage Authority hereby awards its contract for Sanitary Sewer System Repairs and Service Lateral Installations to Mark Woszczak Mechanical Contractor Inc., in the amount of \$60,905.60, 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 Mark Woszczak Mechanical Contractor Inc., for the purpose-expressed hereinabove.
3. The Authority Chairman and/or Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: October 19, 2016  
R10.10-16  
Exhibits S, T

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## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for Surveillance Camera Maintenance Services; 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 Surveillance Camera Maintenance Services 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 Surveillance Camera Maintenance Services to Integrated Systems & Service in the amount of \$8,688.00 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 Surveillance Camera Maintenance Services to Integrated Systems & Service 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	- AYE
Mr. George	- AYE
Mr. Booth	- AYE
Mr. Brown	- AYE
Mr. Mazza	- AYE



Date: October 19, 2016  
R11.10-16  
Exhibits U, V

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Mr. Martone reported that the Authority has a vacant Operator position that must be filled. The Authority has performed all background checks and aptitude testing on the applicant. He has completed a pre-employment physical, including drug and alcohol testing. After meeting with the Human Resource Committee, Emil Karagunov was recommended for this position. Mr. Karagunov has an engineering degree and holds a NJDEP S3 Wastewater Treatment License. Mr. Karagunov's starting rate is set at \$31.19 per hour. The following resolution was presented:

### RESOLUTION

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

**BE IT RESOLVED** by the Long Branch Sewerage Authority that it hereby ratifies and approves the hiring of Emil Karagunov an Operator effective November 28, 2016, at a rate of compensation of \$31.19 per hour. This employment is conditional upon Emil Karagunov successfully completing a pre-employment physical, drug and alcohol testing.

#### ROLL CALL:

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

Date: October 19, 2016  
R12.10-16

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Mr. George stated that for the record the Authority did have another candidate that was well qualified, but decided at the last minute not to accept the position.

Mr. Martone had nothing further to report.

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 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.

**IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of September, 2016**

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

**RESOLUTION**

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 19th DAY OF OCTOBER 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of September 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.

**X. Report by Authority Counsel of the Activities of that Office and of Actions taken since September 21, 2016**

Mr. Bonello reported that he worked on the bid results which had a couple of issues that were reviewed and resolved. He explained that he is still working on the easement for Lake Avenue, and also still working on the Developers Agreement for the four developers at North Bath and Pavilion.

Mr. Bonello had nothing further to report.

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, all actions taken, and 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.

**XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since September 21, 2016**

Mr. Kaplan explained that the state of New Jersey requirements for the 2017 budget is that the budget must be introduced sixty (60) days prior to the end of the fiscal year. Mr. Kaplan stated that after meeting with Mr. Martone, Mrs. Uyeyama, Mrs. Hartnett and Mr. Roguski that the budget was crafted. Mr. Kaplan explained that the budget does require a rate increase in 2017. A public hearing will be held on November 16, 2016 to present the rate increase. Mr. Kaplan explained that if the rate increase passes then the budget will be presented in December for adoption.

Mr. Kaplan explained that the rate increase is necessary and would increase from \$312.00 to \$336.00, which is a \$24.00 / 7% per unit per year. He stated that the rate has not changed since 2011 and if approved the Authority should not have another rate increase for a few years to come.

Mr. Kaplan offered the following resolutions:

**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (hereinafter the "Authority") is legally required to give notice of public hearings for revisions to the Authority's schedule of service charges pursuant to N.J.S.A. 40:14A-8(c), and

**WHEREAS**, the Authority will host a public hearing at 2:45 p.m., on November 16, 2016, at the Authority's Administration Building, 150 Joline Avenue, Long Branch, NJ, to consider an amendment to the Authority's Sewer Service Charge Schedule, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that:

1. Notice of the public hearing, in the form of the notice attached hereto and made a part hereof, shall be published in the *Link and the Asbury Park Press*.
2. The same form of notice will be sent to the municipal clerks of the municipalities serviced by the Authority.

ROLL CALL:

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

Date: October 19, 2016  
R13.10-16  
Exhibit W

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## 2017 AUTHORITY BUDGET RESOLUTION Long Branch Sewerage Authority

**FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017**

**WHEREAS**, the Annual Budget and Capital Budget for the Long Branch Sewerage Authority for the fiscal year beginning, January 1, 2017 and ending December 31, 2017 has been presented before the governing body of the Long Branch Sewerage Authority at its open public meeting of October 19, 2016; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$6,887,805, Total Appropriations, including any Accumulated Deficit if any, of \$6,887,805 and Total Unrestricted Net Position utilized of \$ none; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$475,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$475,000; and

**WHEREAS**, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**WHEREAS**, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Long Branch Sewerage Authority, at an open public meeting held on October 19, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Long Branch Sewerage Authority for the fiscal year beginning, January 1, 2017 and ending December 31, 2017 is hereby approved; and

**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

**BE IT FURTHER RESOLVED**, that the governing body of the Long Branch Sewerage Authority will consider the

October 19, 2016

\_\_\_\_\_  
(Secretary's Signature)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
	Mr. Blaisdell			
	Mr. George			
	Mr. Booth			
	Mr. Brown			
	Mr. Mazza			

Mr. Kaplan had nothing further to report.

On Motion by Mr. George, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, no 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.

**XII. As to Insurance Committee.**

Status Quo.

**XIII. Report, if any, by Investment Committee.**

The investments are as listed.

Mr. Martone stated that there is a \$500,000 CD coming due in November 2, 2016. Mr. Martone reported that Mrs. Uyeyama received the best rate from Kearny Federal Savings Bank at 0.6% for 6 months, which is the same rate as previous CD.

On Motion by Mr. Booth, seconded by Mr. George, and passed by the affirmative vote of four members present, no nays, no absent, one abstain (Mr. Brown); the Authority Investments were approved and made.

**XIV. Transfers, if any.**

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

**RESOLUTION**

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 19th DAY OF OCTOBER 2016 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of September 2016 as submitted by the Executive Director and orders said report received and filed.

**XV. Old Business.**

**A. Engineer's Report on Redevelopment Projects**

Mr. Roguski explained the three different projects that are being worked on at this time. One is Beach Front South, of which Mr. Roguski stated that the Authority received the revised plans from the four developers which Mr. Bonello is reviewing.

Second job is the Takanassee Lake development. This is for thirteen (13) units. Plans have been approved. This project is now going to the NJDEP for the TWA approval.

Finally there was an in-house meeting with an engineer regarding a new development named Ocean Gate. This project is along Cooper Ave, between Ocean Blvd and Long Branch Ave. It's proposed to be one hundred sixty nine (169) units. Mr. Roguski stated that one of the concerns was that the Authority has a large diameter interceptor that runs along Ocean Ave. The Authority is discussing the protection of this interceptor to insure access for future.

**B. Flood Barriers**

Mr. Roguski met with the contractor to finalize all the requirements. He explained that there are a few items that need fabrication which the contractor is working on.

**C. Collection Systems Rehabilitation**

Mr. Van Dorpe explained that the paving on Liberty Street was finalized today, but there

have been a few complains already with regards to the poor paving job. Mrs. Brasfield did state that she drove on the new paved road and agrees that its' very wavy and bumpy.

Mr. Brown also mentioned the stain that was on the sidewalk at CP Williams Place, and Mrs. Brasfield stated that concern is on their punch list and will be addressed by the contractor.

Mr. Van Dorpe explained that the contractor will be advised accordingly. He will report at the next board meeting with the outcome.

Mr. Martone reported that at last months meeting, Mr. Van Dorpe stated that he would report back to the authority with regards to their increase / change order in their original contract for some additional work that was done under the PM Construction Inc. project. Maser Consulting has submitted a letter which Mrs. Brasfield explained that during the construction phase of the project Maser Consulting did additional work that was over their budget for the construction. She explained a few of the issues for the increase. One was obtaining the DOT permit which was denied and Maser Consulting had to redesign the sewer. Additional surveys were required which added to the construction design cost as well. She stated that the police also required them to have additional traffic control plans, and finally the dewatering on Liberty Street took much longer than anticipated due to the ground conditions in that area.

The change order increases the contract amount from \$233,000.00 to \$253,000.00. Mr. Martone stated that he and Mr. Roguski went over the proposed letter from Maser Consulting and they concluded that the \$20,000.00 increase was a fair amount due to the above stated reasons.

The following resolution was presented:

#### **RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority (the "Authority") has previously received and approved a proposal from Maser Consulting for the 2014 Collection System Rehabilitation Project LBS-248 Construction Administration and Observation Services; and

**WHEREAS**, the approved proposal includes the construction administration and observation services, and all work, for a total sum of \$233,000.00, and

**WHEREAS**, Maser Consulting has requested the approval of Change Order #1, attached hereto and made part hereof, which increases the above contract by \$20,000.00 from \$233,000.00 to \$253,000.00. Change Order #1 reflects additional construction administration and observation services required for the project, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that Change Order #1, attached hereto and made part hereof, is hereby approved and that the Authority Executive Director is authorized to execute Change Order #1 which increases the contract amount from \$233,000.00 to \$253,000.00.

ROLL CALL:

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

Date: October 19, 2016  
R15.10-16  
Exhibits X

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D. Electrical Substation

Mr. Roguski stated that the design is progressing and there is a meeting scheduled for October 25<sup>th</sup> with Maser Consulting to discuss this further.

**XVI. New Business**

None

**XVII. Miscellaneous Suggestions for the Good of the Authority**

None

**XVIII. Adjournment at 3:45 p.m.**

There being no further business, on Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the meeting was adjourned at 3:45 p.m.



Respectfully submitted,

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David G. Brown, Secretary

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Joseph A. Martone, Executive Director