

AGENDA
LONG BRANCH SEWERAGE AUTHORITY

Regular Meeting

FEBRUARY 15, 2017

- 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.		
Laurie Hartnett	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Susan Brasefield	Engineer		
Thomas Roguski	Staff Engineer		
Liz Vieira	Secretary		

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 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. Appointment of Board Member (Mr. Brown)

A. Report by Counsel as to:

1. Appointment by Resolution of Council
2. Filing in Office of Secretary of State
3. Qualification by Oath before City Clerk

B. Welcome by Presiding Officer

V. Organization for Year Commencing February 1, 2017

- A. Motion by _____, seconded by _____ that Long Branch Sewerage Authority organize itself for the year commencing February 1, 2017 pursuant to Laws and Statutes of the State of New Jersey in such case made and provided.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

1. Nominations for Chairman – Mr. Thomas George

- a. by _____ seconded by _____
- b. by _____ seconded by _____

Motion by _____, seconded by _____ that nominations for Chairman close.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

2. Nominations for Vice-Chairman – Mr. Michael Booth

- a. by seconded by
- b. by seconded by

Motion by _____, seconded by _____
that nominations for Vice-Chairman close.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

3. Nominations for Secretary – Mr. James Mazza

- a. by seconded by
- b. by seconded by

Motion by _____, seconded by _____
that nominations for Secretary close.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

4. Nominations for Treasurer- Mr. David Brown

- a. by seconded by
- b. by seconded by

Motion by _____, seconded by _____
that nominations for Treasurer close.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

5. Nominations for Assistant Secretary-Treasurer- Mr. Frank Blaisdell

- a. by seconded by
- b. by seconded by

Motion by _____, seconded by _____
that nominations for Assistant Secretary-Treasurer close.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

C. Elections

Motion by _____, seconded by _____
that elections of Officers for the statutory term commencing February 2017 now
be held by (open) (closed) ballot.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

Note 1 – If there is but one nomination for any one or more of the
offices, the following should be offered

Motion by _____, seconded by _____
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.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

Note 2 - In the event of contest for any office, the Chairman shall
appoint a Judge and two Tellers if by closed vote or an Umpire if by
open vote.

Note 3 - If there are more than one nomination for Chairman, the
Chairman or Acting Chairman shall vacate the Chair after appointing a
Member who is not a candidate for the office of Chairman to act as
Chairman pro tem. Immediately after the election for Chairman is
over, the Chairman pro tem shall step down and the new Chairman
assume his duties.

Note 4 - Elections for other Offices shall be held in the same order in
which nominations for Office were received.

- D. Appointment, by Chairman, of Budget and Finance Committee
Comprised of Two Members
- E. Appointment, by Chairman, of Legal and Administrative Committee
Comprised of Two Members
- F. Appointment, by Chairman, of Engineering Committee
Comprised of Two Members
- G. Appointment, by Chairman, of Insurance Committee
Comprised of Two Members
- H. Appointment, by Chairman, of Human Resource Committee
Comprised of Two Members

COMMITTEES FOR YEAR 2017

- 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

- I. Designation of Official Newspapers

Motion by _____, seconded by _____

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

J. Professional Appointments

LIST OF PROFESSIONAL:

A. John Bonello from	Manna & Bonello (legal)
B. David Kaplan from	Wiss & Company (auditor)
C. Jason Capizzi from	Waters, McPherson & McNeill (Bond council)
D. John Hall	Halls & Associate (Legal)
E. Arthur Thibault	Apruzzese, McDermott, Mastro & Murphy (labor council)
F. Dominic Cinelli	Brown & Brown
G. John Van Dorpe	Maser Consulting
H. Scott Thompson	Safenet Solutions LLC.

Motion by _____, seconded by _____

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

K. Scheduling of Regular Meetings for the Year 2017

Wednesday, March 15, 2017	-	3:00 pm
Wednesday, April 19, 2017	-	5:00 pm
Wednesday, May 17, 2017	-	3:00 pm
Wednesday, June 21, 2017	-	3:00 pm
Wednesday, July 19, 2017	-	3:00 pm
Wednesday, August 16, 2017	-	3:00 pm
Wednesday, September 20, 2017	-	3:00 pm
Wednesday, October 18, 2017	-	3:00 pm
Wednesday, November 15, 2017	-	3:00 pm
Wednesday, December 20, 2017	-	3:00 pm
Wednesday, January 17, 2018	-	3:00 pm
Wednesday, February 21, 2018	-	3:00 pm

L. Frank Blaisdell
Chairman

Motion by _____, seconded by _____

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

L. Bank Account Resolution

Motion by _____, seconded by _____

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

M. Cash Management Plan

Motion by _____, seconded by _____

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VI. Public Participation

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

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VII. As to Minutes of the Regular Meeting of January 25, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, January 25, 2017 be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VIII. As to Minutes of the Executive Session held on January 25, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on January 25, 2017, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

IX. 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**

FEBRUARY 15, 2017

1. Letter dated 01/25/17 received 01/25/17 from Nelson Engineering Associates, re: 310 Ocean Ave/ Block 216 Lot 9,10 & 25/ Remaining Application review escrow fee paid
2. Application for unit change dated 01/23/17 received 01/24/17, re: 246 Westwood Ave/ Block 179 Lot 2/ Unit change request from four units (4) to three units (3)
3. Letter dated 01/25/17 received 01/25/17 from Nelson Engineering Associates, re: 310 Ocean Ave/ Block 216 Lot 1-6/ Site Plans
4. Letter dated 01/25/17 received 01/25/17 from Tom Roguski to the City of Long Branch, re: Vacation of a Portion of Spruce St/ Between Pacific St and Eldora Terrace
5. Letter dated 01/25/17 received 01/26/17 from Maser Consultants, re: Renewal and Replacement Fund- 2017
6. Fire Safety Permit Certificate received 01/25/17 from the City of Long Branch, re: Permit Certificate Torch/ Welding Cutting
7. Letter dated 01/23/17 received 01/25/17 from Hall & Associates, re: 2017 Proposal to provide Special Counsel for NJPDES Matters
8. Letter dated 01/25/17 received 01/25/17 from Wiss & Company, re: 2017 Proposal to Audit Services to the Authority
9. Letter dated 01/27/17 from the Authority Staff Engineer to Jason Fichter (InSite Engineering), re: Block 216 Lots 11, 12 & 24/ Ocean Blvd between North Bath and Pavilion Avenues/ The Bluffs/ Sea Star Ocean Homes/ Application conditionally approved at January Board meeting
10. Letter dated 01/27/17 from the Authority Staff Engineer to Jason Fichter (InSite Engineering), re: Block 216 Lots 14, 15 & 23/ Ocean Blvd between North Bath and Pavilion Avenues/ 345 Ocean Blvd / Application conditionally approved at January Board meeting
11. Letter dated 01/24/17 received 01/27/17 from Spectraserv, re: 2016 Residential Management Program Report
12. Resolution received 01/27/17 from the City of Long Branch, re: Mr. Brown Board re-appointment
13. Letter received 01/30/17 from Monmouth County Planning Board, re: Monmouth County Board Meeting in Freehold/ February 1, 2017

ACTION

14. Application for disconnection dated 01/31/2017 received 01/31/2017 from Donna Perrine, re: Sewer Disconnection/ 1160 Eaton Ave/ Block 18 Lot 8.02
15. Letter dated 01/25/17 received 02/01/17 from the State of NJ Department of Health, re: Survey to be submitted no later than July 15, 2017
16. Application for Unit Change dated 01/29/2017 received 02/01/2017 from Loreta LaFolla, re: Unit Change from two units to one unit / 319 Poole Ave / Block 179 Lot 24
17. Copy of letter dated 01/30/17 received 02/01/17 from Mr. Bonello to Will & Company LLP, re: LBSA Fiscal Year Ending 12/31/2016
18. Letter dated 01/31/17 received 02/02/17 from the City of Long Branch, re: Mr. Brown Oaths of office
19. Letter dated 02/02/17 received 02/02/17 from Mr. Roguski, Authority Staff Engineer, re: Inspection for 246-248 Westwood Ave Unit Change Request / Acc# 4374-0 / Block 179 Lot 2
- ACTION** 20. Letter dated 02/02/17 received 02/02/17 from Mr. Roguski, Authority Staff Engineer, re: Inspection for 559 Second Ave Unit Change Request / Acc# 2909-0 / Block 130 Lot 10
21. Letter dated 01/31/17 received 02/06/17 from State of NJDEP, re: Treatment Works Approval No.16-0521/ Ocean Ave. / Lake Takanassee Off-Site
22. Letter dated 02/06/17 received 02/06/17 from InSite Engineering, re: The Bluffs Sewer Service Connection/ Application for Sanitary Sewer Connection Approval
23. Letter dated 01/26/17 received 02/01/17 from Clayton Concrete Block, re: Price increase as of March 1, 2017/Lightweight Block will increase by 10% and all delivery charges will increase by \$25.00
24. Meeting Notice received 02/07/17 from NJUAJIF, re: Meeting dates for the Member Authorities Joint Insurance Fund Meeting dates
25. Letter dated 02/06/17 received 02/08/17 from NJDEP, re: Annual Fee Report
26. Certified Public Notice received 02/08/17 from WLB Borough, re: Cooper Ave in WLB/ Variance for Impervious Coverage/ Not LBSA Sewer
27. Email online training received 02/08/17 from JIF, re: 2016-2017 Elected Officials Online Training
28. Letter of Transmittal received 02/08/17 from Michael James Monroe, re: Plans for the Bluffs, Sea Star Ocean Homes/ Between North Bath and Pavilion Avenues

29. Copy of letter dated 02/09/17 from Laurie Hartnett, Authority Director to Sydney Johnson, Health Department Director, re: Inspection and Maintenance of Grease Trap Facilities
30. Letter dated 02/07/17 received 02/10/17 from Maser Consulting, re: Consulting Engineer's Report for the Year Ending December 31, 2016

X. Report of Executive Director for January 2017

Motion by _____, seconded by _____ that the same, as prepared and submitted, is approved and ordered received and filed and made a part of the Minutes of this Meeting

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of January 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the month of January 2017 prepared and submitted by the Executive Director for approval, is found regular and payment of each and all thereof, be, and it is, hereby, authorized to be made out of funds of Authority as the same are, or may become, available for such purpose.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XII. Report by Authority Counsel of the Activities of that Office and of Actions taken since January 25, 2017

Motion by _____, seconded by _____ that all actions taken and dispositions made by Authority Counsel, of 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	

XIII. Report by Authority Auditor of the Activities of that Office and of Actions taken since January 25, 2017

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

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XIV. As to Insurance Committee

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

XV. 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	

XVI. 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	

XVII. 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

Inlet Building Roof

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

Collection Systems Rehabilitation

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

Electrical Substation

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

XVIII. New Business

XIX. Miscellaneous Suggestions for Good of Authority

XX. Adjournment at _____ o'clock p.m.

Motion by _____, seconded by _____ that the meeting be adjourned.

Blaisdell	Booth	Brown	George	Mazza
	AYES	NAYS	ABSTAIN	ABSENT

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, 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 -
- Mr. George -
- Mr. Booth -
- Mr. Brown -
- Mr. Mazza -

Date: February 15, 2017
R1.2-17

RESOLUTION

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

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 December 21, 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017
R2.2-16
Exhibits

RESOLUTION

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

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 25, 2017 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 -
- Mr. George -
- Mr. Booth -
- Mr. Brown -
- Mr. Mazza -

Date: February 15, 2017

R3.2-16

Exhibits

RESOLUTION

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

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 22, 2016, 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 -
- Mr. George -
- Mr. Booth -
- Mr. Brown -
- Mr. Mazza -

Date: February 15, 2017
R4.2-16
Exhibits

RESOLUTION

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

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 23, 2017, 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017

R5-2.16

Exhibits

RESOLUTION

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

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 December 29, 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017

R6.2-16

Exhibits

RESOLUTION

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

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 January 24, 2017, 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017

R7.2-16

Exhibits

RESOLUTION

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

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 25, 2017 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017

R8.2-16

Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Licensed Professional for IT/ Programmer services 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, Scott Thompson of Safenet Solutions, LLC. has submitted a proposal dated January 23, 2017 indicating they will provide IT/ Programmer Services as per the attached Agreement for IT/ Programmer Services, attached hereto and made a part hereof, and

WHEREAS, Scott Thompson of the Safenet Solutions, LLC. has completed and submitted a Business Entity Disclosure Certification which certifies that Scott Thompson of the Safenet Solutions, LLC. 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 Scott Thompson of the Safenet Solutions, LLC. 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 Scott Thompson of the Safenet Solutions, LLC. 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017

R8.2-16

Exhibits

RESOLUTION

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

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 2018 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017
R9.2-16
Exhibit

RESOLUTION

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

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

Date: February 15, 2017
R10.2-16

RESOLUTION

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

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

Date: February 15, 2017
R11.2-16
Exhibit

**RESOLUTION
RISK MANAGEMENT CONSULTANT**

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

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 term of this Agreement shall be one (1) year. However, this agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter; 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 -
Mr. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -

Date: February 15, 2017
R12.2-16
Exhibit

RESOLUTION

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

WHEREAS, Mr. Kevin Lotosky has requested a decrease in the number of units from Twenty one (21) to Twenty (20) for service billing in an application to the Executive Director received in January, 2016, which is attached hereto to this resolution and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under account #2909-0

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes of twenty (20) units for service billing, 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 twenty-one (21) to twenty (20) as of the first quarter 2017 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 -
- Mr. Booth -
- Mr. Brown -
- Mr. George -
- Mr. Mazza -

Date: February 15, 2017

R14.2-16

Exhibit

RESOLUTION

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

WHEREAS, Mr. Joseph Ventresco has requested a decrease in the number of units from four (4) to three (3) for service billing in an application to the Executive Director received February 2, 2017, which is attached hereto to this resolution and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under account #4374-0

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes of three (3) units for service billing, 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 246-248 Westwood Ave is hereby decreased from four (4) to three (3) as of the first quarter 2017 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 -
Mr. Booth -
Mr. Brown -
Mr. George -
Mr. Mazza -

Date: February 15, 2017

R14.2-16

Exhibit

RESOLUTION

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

WHEREAS, the Authority would like to fill the position of Mechanical Supervisor which was vacated by Greg Marra in 2015 to complete its' Mechanical Department, and

WHEREAS, Mrs. Hartnett has recommended to the Personnel Committee that Mr. David Martone fulfills all requirements of said position, which the personnel committee agrees, and

WHEREAS, Mr. Martone is currently a Mechanic A for the Long Branch Sewerage Authority for the last two years and has 15 years total in Mechanical experience, and

NOW, THEREFORE, BE IT Resolved by the Long Branch Sewerage Authority that it hereby ratifies and approves David Martone as Mechanical Supervisor at the rate of \$36.90 per hour effective February 19, 2017.

ROLL CALL:

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

Date:

R

RESOLUTION

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

WHEREAS, several of employees have requested permission to attend a Technology Transfer Seminar sponsored by NJWEA at the Sheraton in Eatontown from March 6th through March 9th, 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 -
- Mr. George -
- Mr. Brown -
- Mr. Booth -
- Mr. Mazza -

Date: February 15, 2017
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: February 15, 2017
ResExSess