

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

March 15, 2017

I. Opening of meeting at _____ p.m. by _____

II. Notation of attendance

Name	Position	In	Out
Thomas George	Chairman		
Michael Booth	Vice-Chairman		
James Mazza	Secretary		
David Brown	Treasurer		
L. Frank Blaisdell	Asst. Secretary/ Treas.		
Laurie Hartnett	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Von Dorpe	Engineer		
Sue Brasfield	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 2017, has been provided by publication thereof in the *Link* on February 23, 2017, as a "legal" advertisement and in the *Asbury Park Press* on February, 25 2017, as a "legal" advertisement and by forwarding duplicates thereof on February 17, 2017, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation

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

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of February 15, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, February 15, 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	

VI. As to Minutes of the Executive Session held on February 15, 2017, if any (**NONE**)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on February 15, 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	

VII. Correspondence

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

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

March 15, 2017

ACTION

1. 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
2. Certified Public Notice dated 02/10/17 received 02/17/17 from West Long Branch Borough, re: 170 Locust Ave/ Block 18 Lot 2 / Not LBSA Sewer
3. Letter dated 01/31/17 received 02/16/17 from the Elks, re: Annual Charity Ball on April 22, 2017 to honor the Police Officer, Firefighters and First Aid Volunteer of the Year
4. Letter dated 02/11/17 received 02/16/17 from New Jersey American Water, re: 1 Lincoln Gardens water account
5. Agenda and Meeting received 02/16/17, re: JIF Meeting-February 22, 2017
6. Temporary Disconnection Application dated 02/14/17 received 02/17/17, re: 28 Second Ave/ 284-2/ Cap/ Cut Sewer
7. Temporary Disconnection Application dated 02/14/17 received 02/17/17, re: 20 Second Ave/ 284-5/ Cap/ Cut Sewer
8. Temporary Disconnection Application dated 02/14/17 received 02/17/17, re: 24 Second Ave/ 284-4.02/ Cap/ Cut Sewer
9. Letter dated 02/14/17 received 02/21/17 from the NJDEP, re: Notice of Administrative Completeness Treatment Works Approval for Beachfront South
10. Letter received 02/21/17 from United States Department of Commerce, re: Census Bureau Construction Progress Reporting Survey
11. Bankruptcy Notice received 02/21/17, re: Avaya Inc./ Telephone Company
12. Certified letter dated 02/14/17 received 02/23/17 from Maser Consulting, re: Shrewsbury-Rivergate Application/ Block 489 Lot 13.24/ 580 Patten Ave
13. Certified Public Notice received 02/23/17 from the City of Long Branch Zoning Department, re: Application to Construct four townhouses in the Beachfront North Redevelopment/ 78 Ocean Terrace/ Block 301.03 Lot 22

14. Affidavit of Publication received 02/23/17 from the Asbury Park Press, re: John Bonello Professional Council Appointment
15. Certified Public Notice received 02/23/17 from the City of Long Branch Zoning Department, re: Application to demolish existing single-family residence at 3 Ocean Court and to construct a new approximately 6,166 s.f. single-family dwelling / Block 15 Lot 18
16. Letter dated 02/21/17 received 02/23/17 from InSite Engineering, re: Utility Availability Request for 47 & 55 Morris Ave/ Block 221 Lots 1 & 2
17. Letter received 02/27/17 from Avaya, re: Case Management Order
18. Letter dated 02/21/17 received 02/27/17 from the Better Business Bureau, re: a complaint regarding additional sewer charges/ 245 Atlantic Ave / Home Properties / Block 369 Lot 1
19. Amendment Review received 02/27/17 from Monmouth County Planning Board, re: Open Public Meeting Amendment Meeting date
20. Letter dated 02/23/17 received 02/27/17 from NJ Natural Gas, re: Application for disconnection of the gas service line at 196 Long Branch Ave
21. Letter dated 02/23/17 received 02/27/17 from NJ Natural Gas, re: Disconnection fee for the gas line at 196 Long Branch Ave
22. OPRA Request dated 02/28/17 received 03/01/17 from American Transparency, re: all employee records
23. OPRA Request dated 02/28/17 received 03/01/17 from Property Debt Research, re: Outstanding balance or liens on property at 437 West End Ave
24. Unit Change Application dated 02/24/17 received 03/01/17 from Star Enterprises Inc., re: 532, 534, 536 & 538 Broadway/ Unit Change from four (4) to three (3) units
25. Letter dated 02/22/17 received 03/01/17 from State of NJDEP, re: Physical Connection Permit No.:1583-WPC170002
26. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: Scott Thompson / IT Professional Consultant Appointment
27. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: John Hall / Environmental Council Appointment
28. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: John Von Dorpe / Engineering Firm Appointment

29. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: David Kaplan / Audit Firm Appointment
30. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: Arthur Thibault/Labor Council Appointment
31. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: Dominic Cinelli / Brown & Brown Insurance Consultant Appointment
32. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: Jason Capizzi / Bond Council Appointment
33. Affidavit of Publication received 03/02/17 from the Asbury Park Press, re: Notice of Regular Meeting Dates
34. Invitation received 03/02/17 from the Greater Long Branch Chamber of Commerce, re: Award Dinner on March 24, 2017 honoring Patricia O'Neill, John F. Kiely Jr. and John M. Kiely
35. Affidavit of Publication received 03/06/17 from the Link News, re: Jason Capizzi / Bond Council Appointment
36. Affidavit of Publication received 03/06/17 from the Link News, re: John Von Dorpe / Engineering Firm Appointment
37. Affidavit of Publication received 03/06/17 from the Link News, re: Arthur Thibault/Labor Council Appointment
38. Affidavit of Publication received 03/06/17 from the Link News, re: Scott Thompson / IT Professional Consultant Appointment
39. Affidavit of Publication received 03/06/17 from the Link News, re: John Hall / Environmental Council Appointment
40. Affidavit of Publication received 03/06/17 from the Link News, re: David Kaplan / Audit Firm Appointment
41. Affidavit of Publication received 03/06/17 from the Link News, re: Dominic Cinelli / Brown & Brown Insurance Consultant Appointment
42. Affidavit of Publication received 03/06/17 from the Link News, re: John Bonello Professional Council Appointment
43. Affidavit of Publication received 03/06/17 from the Asbury Park Press, re: Notice of Regular Meeting Dates

44. Letter dated 03/01/17 received 03/06/17 from Freehold Soil Conservation District, re:196 Long Branch Ave / Block 401 Lot 9
45. Letter dated 03/01/17 received 03/06/17 from the State of NJDEP, re: Renewal Applications for the Fiscal Year 2018
46. Invitation dated 03/02/17 received 03/06/17 from Monmouth County Improvement Authority, re: Information Session detailing the planned 2017 MCIA financing programs
47. Certified Public Notice received 03/06/17 from City of Long Branch Zoning Department, re: Application to replace driveway/ 600 Woodgate Ave / Block 100 Lot 32
48. Letter dated 02/28/17 received 03/08/17 from OPEIU (Office & Professional Employee International Union), re: Union dues rate increase effective April 3, 2017
49. Certified Hearing Notice received 03/07/17 from the City of Long Branch, re: Application to widen existing concrete driveway / 561 Summer Street / Block 165 Lot 2
50. Certified Hearing Notice received 03/07/17 from the City of Long Branch, re: Application and final major subdivision for approval to construct a multifamily residential community, known as OceanGate for 169 Apartments/ Location is Ocean Blvd adjacent to Witmer Place, Long Branch Ave and Cooper Ave / Block 306 Lot 1.01
51. Certified public Notice received 03/07/17 from the Borough of West Long Branch, re: Application for a variance to complete the replacement of the existing pavers and repair the existing deck / NOT LBSA SEWER
52. Letter dated 03/06/17 received 03/09/17 from InSite Engineering, re: Utility Availability Request for Sewer / Block 302 Lots 12-15/ Ocean Terrace, Ocean Ave North & Seaview Ave
53. Letter dated 03/04/17 received 03/09/17 from Better Business Bureau, re: Complaint about Billing / Collection Issue for 245 Atlantic Ave (Pleasure Bay Ave Apartments)
54. Affidavit dated 03/06/17 received 03/09/17 from Asbury Park Press, re: Notice to Bidders for the WWTP Electrical System Improvements
55. Rate increase letter dated 02/15/17 received 03/09/17 from Clayton, re: Increase on ready-mix concrete and a few other items

VIII. Report of Executive Director for February 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	

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

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of February 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	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since February 15, 2017.

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

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since February 15, 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	

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

Inlet Roof

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

Collection Systems Rehabilitation

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

_____ 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 3, 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 #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 559 Second 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. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -
Mr. Blaisdell -

Date: March 15, 2017

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after “the Authority”) desires to contract electrical generation services and natural gas generation services

WHEREAS, the Authority has determined that said services should be made by public bid in accordance with law, and

WHEREAS, it is required by law that the Authority advertise for said bids, and

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

1. The Authority is authorized to advertise for bids by real time online electronic bidding through an approved vendor, Emex LLC., pursuant to the local Unit Electronic Technology Pilot Program, P.L. 2001, C.30.

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

ROLL CALL:

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

Date: March 15, 2017
R

RESOLUTION

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

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

WHEREAS, The Chamber of Commerce is sponsoring a dinner on March 24, 2017 honoring Patricia O'Neill, John F. Kiely Jr. and John M. Kiely, and

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

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

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

ROLL CALL:

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

Date: March 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. George	-
Mr. Booth	-
Mr. Brown	-
Mr. Mazza	-
Mr. Blaisdell	-

Date:
ResExSess