

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

November 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.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Susan Brasefield	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 October 18, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, October 18, 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 October 18, 2017, if any **(YES)**

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on October 18, 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**

November 15, 2017

- 1) Copy of letter dated 10/17/17 received 10/17/17 from Thomas Roguski to Edward G. Elwell, (InSite Engineering, LLC), re: Request for Service Availability / 212 Ocean Ave Ocean Blvd, Ocean Ave and Seaview Place / Block 417 Lots 4, 5.01, 12 and 13 / Acc#9121/ # 9123 # 9127 #9129
- 2) Certified notice of hearing received 10/18/17 from the Borough of West Long Branch, re: Application to construct a kitchen addition to second floor at 32 Mount Dr/ WLB/ (**Not LBSA SEWER**)
- 3) Agenda and Reports for the JIF Meeting held at the Toms River MUA on October 25, 2017
- 4) Certified letter dated 10/23/17 received 10/23/17 from Merric J Polloway, Esq. of Polloway & Polloway, LLP, re: Kevin Williams/ Accident Location (on / near 3rd Ave in Long Branch and was specifically identified in the incident report as "LT13 Highway, Road, Alley) Date July 25th, 2017
- 5) Temporary Disconnection dated 10/25/17 received 10/25/17 from Xtreme Building Makeover Corp, re: 401 Clarence Ave / Block 68 Lot 11 / Acc#1038
- 6) Cancellation Notice dated 10/24/17 received 10/30/17 from Monmouth County Planning Board, re: The Monmouth County Areawide Water Quality Management Plan (AWQMP) has been cancelled from November 1, 2017 to Wednesday December 6, 2017
- 7) Letter dated 10/20/17 received 10/30/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave /Main Office/ Flood risks / Changes and Options for flood insurance
- 8) Letter dated 10/20/17 received 10/30/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave / Inlet Bldg/ Flood risks / Changes and Options for flood insurance
- 9) Letter dated 10/20/17 received 10/30/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave / Pump Station/ Flood risks / Changes and Options for flood insurance
- 10) Letter dated 10/20/17 received 10/30/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave / Grit Chamber/ Flood risks / Changes and Options for flood insurance
- 11) Letter dated 10/20/17 received 10/30/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave / Boiler Admin Blvd/ Flood risks / Changes and Options for flood insurance

- 12) Letter dated 10/26/17 received 10/30/17 from Oswald Enterprises, Inc., re: Daily Rental T.V. Inspection and Vac-Con Equipment
- 13) Letter dated 10/25/17 received 10/30/17 from United Steelworkers, re: Blue Collar Contract Expiration date on 12/31/2017/ Contract Negotiations
- 14) Certified Amendment to Irrevocable Standby Letter of Credit dated 10/26/17 received 10/30/17, re: Takanassee Developers, LLC. / for Ocean Blvd between North Lake and South Lake Drives / Block 60 / Lots 11 to 13
- 15) Letter dated 10/27/17 received 11/02/17 from NJ State Board of Mediation, re: Contract Renewal Negotiation
- ACTION** 16) Letter dated 11/03/17 received 11/03/17 from Long Branch Partners, LLC., re: Renewal of Inactive Service Connections
- 17) Letter dated 11/03/17 received 11/03/17 from Nelson Engineering Ass., re: South Beach At Long Branch/ 350 Ocean Ave/ Block 216 Lots 1-6 / 1st Half Con. Fee Paid
- 18) Copy of Letter dated 11/03/17 received 11/03/17 from Thomas Roguski to Jersey Central Power & Light, re: Work Request #58832145 & 58322877 / Temporary Power Installation to WWTP for the WWTP Electrical System Improvements
- 19) Certified Notice of Hearing received 11/06/17 from the Borough of West Long Branch, re: Application for subdivision for 76 Locust Ave/ Block 82 Lot 1 (**NOT LBSA SEWER**)
- 20) Certified Notice of Hearing received 11/06/17 from the Borough of West Long Branch, re: Application for new two story residence at 109 West Palmer Ave/ Block 51 Lot 69 (**NOT LBSA SEWER**)
- 21) Certified Notice of Hearing received 11/06/17 from the Borough of West Long Branch, re: Applicant seeks to abandon its previous approval to consolidate lots 95 & 96 and return to its original configuration of the office building on proposed lot 95.01 and the single family on 96.01 Block 28
- 22) Certified Notice of Hearing received 11/06/17 from the Borough of West Long Branch, re: Applicant seeks preliminary and final site plan approval to remodel a portion of the existing K-Mart store building and it for use as a Harley Davison Motorcycle sales and repair shop Block 69 Lot 3 / 136 Monmouth Rd (**NOT LBSA SEWER**)
- ACTION** 23) Letter dated 11/07/17 received 11/07/17 from Thomas Roguski, re: 2018 Contract for Sanitary Sewer Systems Repairs and Service Lateral Installations Award

- 24) Certified Legal Notice received 11/06/17 from the City of Long Branch, re: Applicant is proposing to convert historic former North Long Branch School to Multi-Family residential units/ location is 465 Church Street/ Block 469 Lot 11
- 25) United States Bankruptcy Court Letter received 11/06/17 from Southern District of NY, re: AVAYA INC. (phone Supplier)
- 26) Copy of letter dated 11/07/17 received 11/07/17 from Thomas Roguski to Jason Fichter of InSite Engineering, re: SAMTD Acquisitions Cooper Ave, Cooper Ave Between Ocean Blvd and Long Branch Ave / Block 306 Lot 1.01 & Block 307 Lots 13-16 & 18-22
- 27) Copy of letter dated 11/07/17 received 11/08/17 from Thomas Roguski to Jason Fichter of InSite Engineering, re: Prime LLC./ Buy-Rite Wines and Liquor Retail Store/ Third Ave between Morris and Pavilion Avenues/ Block 228 Lots 42 & 43.01
- 28) Agenda and Reports for the JIF Meeting held at the Caesars- Palladium B, Atlantic City on November 14, 2017

VIII. Report of Executive Director for October 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 October 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of October 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 October 18, 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 October 18, 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. 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	

XIII. 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	

XIV. 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

Collection Systems Rehabilitation

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

Electrical Substation

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

XV. New Business

XVI. Miscellaneous Suggestions for Good of Authority

XVII. 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

WHEREAS, the Long Branch Sewerage Authority has received a request for an extension of the inactive service connections from Long Branch Partners, LLC., in the letter dated November 3, 2017, attached hereto to and made a part hereof, and

WHEREAS, the Long Branch Sewerage Authority has determined that it is appropriate to extend the inactive service connections for the unoccupied properties owned by Long Branch Partners, LLC., listed on the prepared spreadsheet, attached hereto and made a part hereof, and

WHEREAS, three more properties have been demolished and are added to the above mentioned spreadsheet as Block and Lots 311-18, 311-28 and 311-29, and

WHEREAS, Long Branch Sewerage Authority will add a reactivation fee of \$131.00 per unit per year for the aforementioned accounts, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that its Executive Director is hereby authorized to extend the inactive service connections for a period of two years and add the reactivation fee of \$131.00 per unit per year, and

BE IT FURTHER RESOLVED, that after the two year period has expired any connections for the aforementioned properties shall be considered an application for sewer service at the current connection fee rate, de novo, and subject to the procedures and costs set forth in the Rules and Regulations of the Long Branch Sewerage Authority, and

BE IT FURTHER RESOLVED, that the Executive Director be authorized to execute any further documents or instruments necessary to effectuate this Resolution.

ROLL CALL:

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

Date: November 15, 2017
R
Exhibit

RESOLUTION/ REJECTING BID

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") has solicited bids for the Sanitary Sewer System Repairs and Service Lateral Installations, and

WHEREAS 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, the Authority received the lowest bid from KKD Enterprises in the amount of \$60,260.00, and

WHEREAS, KKD Enterprises failed to include an original Bid Bond, therefore the bid was defective and non confirming, and

WHEREAS, the Executive Director and the Authority's Counselor, have recommended that the bid be rejected, and

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

1. The Authority rejects the bid from KKD Enterprises in the amount of \$60,260.00, and
2. The Authority Chairman and/or Executive Director are authorized to sign any documents necessary to effectuate this Resolution.

ROLL CALL:

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

Date: November 15, 2017

R

Exhibits

RESOLUTION

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

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, the lowest bidder was KKD Enterprises in the amount of \$60,260.00 and the second lowest bidder was Mark Woszczak Mechanical Contractor Inc., in the amount of \$60,934.65, and

WHEREAS, the lowest bidder KKD Enterprises failed to include an original Bid Bond, therefore is non confirming and 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 \$60,934.65, 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, Inc.
3. The Authority Chairman and/or Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: November 15, 2017

R
Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to appoint a Public Agency Compliance Officer as mandated by N.J.S.A. 10:5-31 et seq. under the direction of the Division of Contract Compliance and Equal Employment Opportunity, and

WHEREAS, as per the Division of Contract Compliance and Equal Employment Opportunity, this position must be appointed annually, and

WHEREAS, notice of this appointment shall be forwarded to the State of New Jersey, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Thomas Roguski is hereby designated Public Agency Compliance Officer (P.A.C.O.) for the Long Branch Sewerage Authority for the Year 2018.

ROLL CALL:

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

Date: November 15, 2017
R

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority hereby authorizes a holiday party for its employees, board members and professionals on Wednesday December 13, 2017 at 12 noon in the conference room at 150 Joline Ave and,

WHEREAS, the holiday party allowance is not to exceed \$700.00

NOW, THEREFORE, BE IT RESOLVED by the Members of the Long Branch Sewerage Authority that it approves the 2017 holiday party.

ROLL CALL:

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

Date: November 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