

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

February 19, 2014

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, February 19, 2014, by the Treasurer, Mr. Booth in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by Mr. Mazza & Mr. Blaisdell (via telephone). Mr. Brown arrived at 3:20 and Mr. George was absent.

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, of the firm Maser Consulting, Authority Engineer; David Kaplan, Authority Auditor; Laurie Hartnett, PCC Officer; and Nicole Woods, 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 2013, has been provided by publication thereof in the *Link* on February, 28, 2013, as a “legal” advertisement and in the *Asbury Park Press* on March 16, 2013, as a “legal” advertisement and by forwarding duplicates thereof on February 21, 2013, 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

The Authority Counsel advised the Board he had received the Resolution of the Council from the City of Long Branch reappointing Mr. Booth to the Authority for a period of five years, which is being filed with the Secretary of State. Mr. Booth was welcomed to the Authority and seated.

V. Organization for Year Commencing February 1, 2014

A. Organization for Year Commencing February 1, 2014

On Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, two absent, no abstain, that the Long Branch Sewerage Authority organize itself for the year commencing February 1, 2014 pursuant to Laws and Statutes of the State of New Jersey in such case made and provided.

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

On Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, two absent, no abstain, 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 1, 2014.

For the record, the positions are:

Chairman	Mr. Blaisdell
Vice-Chairman	Mr. George
Treasurer	Mr. Booth
Secretary	Mr. Brown
Asst. Secretary/Treasure	Mr. Mazza

C. Elections

Waived

D. Authority Committees

Mr. Bonello stated the committees are as listed:

COMMITTEES FOR YEAR 2014

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

RESOLUTION

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

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	- AYE
Mr. George	- ABSENT
Mr. Booth	- ABSTAIN
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 19, 2014
R1.2-14

J. Professional Appointments

RESOLUTION

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

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 January 6, 2014, 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 Mann & 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	- AYE
Mr. George	- ABSENT
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 19, 2014

R2.2-14

Exhibits A&B

RESOLUTION

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

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, David A. Kaplan has submitted a proposal dated January 8, 2014, indicating they will provide Auditing Services as per the attached Professional Services Contract, attached hereto and made a part hereof, and

WHEREAS, David A. Kaplan has completed and submitted a Business Entity Disclosure Certification which certifies that David A. Kaplan 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 David A. Kaplan 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 David A. Kaplan, CPA, RMA, 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 - AYE
Mr. George - ABSENT
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 19, 2014
R3.2-14
Exhibits C&D

RESOLUTION

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

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, John L. Kraft, Esq. has submitted a proposal dated January 23, 2014, indicating he will provide Bond Counseling Services as per his letter, attached hereto and made a part hereof, and

WHEREAS, John L. Kraft, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that John L. Kraft, Esq. 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. Kraft, Esq. 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. Kraft, Esq. 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	- AYE
Mr. George	- ABSENT
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 19, 2014

R4.2-13

Exhibits E&F

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has a need to acquire the services of a Licensed Professional Engineer 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 Van Dorpe of the firm Maser Consulting has submitted a proposal dated January 15, 2014, 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	- AYE
Mr. George	- ABSENT
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 19, 2014

R5.2-14

Exhibits G&H

RESOLUTION

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

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 14, 2014, 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 - AYE
Mr. George - ABSENT
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 19, 2014
R6.2-14
Exhibits I&J

RESOLUTION

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

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 December 13, 2013, 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 - AYE
Mr. George - ABSENT
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 19, 2014
R7.2-14
Exhibits K&L

RESOLUTION

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

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 January 9, 2014, 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 - AYE
Mr. George - ABSENT
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 19, 2014
R8.2-14
Exhibits M&N

K. Scheduling of Regular Meetings for the Year 2014

RESOLUTION

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

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 2015 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 - AYE
Mr. George - ABSENT
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 19, 2014
R9.2-14
Exhibit O

L. Bank Account Resolution

RESOLUTION

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

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 Payroll Checking Account #030-002466-0

LBSA Revolving Fund Checking Account #030-002465-2

LBSA Revolving Fund Checking Account #034-078587-2

LBSA Treasurer's Fund Developer's Escrow Account

#030-003204-4

LBSA Trust Account Revenue Fund Collection Account
#030-002464-5

ROLL CALL:

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

Date: February 19, 2014
R10.2-14

M. Cash Management Plan

RESOLUTION

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

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

Date: February 19, 2014
R11.2-14
Exhibit P

VI. Public Participation.

There were no members of the public present.

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

VII. As to the Minutes of the Regular Meeting of January 15, 2014

On Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, two absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on January 15, 2014, to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

VIII. As to the Minutes of the Executive Session held on January 15, 2014, if any

None

IX. Correspondence

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

Item #23 Mr. Martone explained that Mrs. Mary L. George and the Sirianni Family are being honored at the Chamber of Commerce Annual Awards Dinner. Mr. Martone asked if the board would like to make a donation in support of the honorees. Mr. Bonello suggested the following motion,

On Motion by Mr. Blaisdell, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, two absent, no abstain; the Long Branch Sewerage authority will provide a Journal Advertisement for the Greater Long Branch Chamber of Commerce Annual Awards Dinner.

Item # 33 Mr. Martone explained that Phase III of the Woodrow Wilson Redevelopment application has been approved by Maser Consulting and recommends the following resolution.

RESOLUTION

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

WHEREAS, the Long Branch Housing Authority has applied for sewer connection for the Woodrow Wilson Redevelopment – Phase III, for fifty one (51) equivalent units known as Block 160, Lot 1, and

WHEREAS, the application was accompanied by the necessary plans and specification, and

WHEREAS, the Long Branch Sewerage Authority Engineer, John Van Dorpe, has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated February 4, 2014, attached hereto and made a part hereof, and

WHEREAS, there is adequate capacity to service the request, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the application of the Long Branch Housing Authority for connection to the sewerage system be and the

same is hereby approved conditionally as per the letter of the Authority Engineer dated February 4, 2014, and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

ROLL CALL:

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

Date: February 19, 2014
R12.2-14
Exhibit Q

Item #34 Mr. Martone explained that the application for sewer connection at 90 Ocean Terrace has been approved by Maser Consulting. Mr. Martone recommends the following resolution.

RESOLUTION

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

WHEREAS, the Marcello Gruberg and Alexander Fridman have applied for sewer connection for 90 Ocean Terrace, for three (3) equivalent units and parking garage known as Block 301.3, Lot 20, and

WHEREAS, the application was accompanied by the necessary plans and specification, and

WHEREAS, the Long Branch Sewerage Authority Engineer, John Van Dorpe, has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated February 4, 2014, attached hereto and made a part hereof, and

WHEREAS, there is adequate capacity to service the request, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the application of Mr. Marcello Gruberg and Mr. Alexander Fridman for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Engineer dated February 4, 2014, and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

ROLL CALL:

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

Date: February 19, 2014
R13.2-14
Exhibit R

Item # 37 Mr. Martone explained that this letter is the release of the Performance Bond for River Pointe. Mr. Martone recommends the following resolution.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to release a performance bond for Countryside Developers, Inc, Block 487 Lot 1, and

WHEREAS, the Authority Engineer has recommended release of said performance bond and any unused escrow funds, as per his email dated February 10, 2014, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby releases the performance bond and unused escrow funds for Block 487 Lot 1, Account #s 487-001-002 through 487-001-009 as per the recommendation of the Authority Engineer per the above referenced letter.

ROLL CALL:

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

Date: February 19, 2014
R14.2-14
Exhibit S

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, two absent, no abstain, the attached List of Correspondence was ordered, received, and filed.

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

February 19, 2014

1. Letter dated December 2013 received 1/15/14 from David N. Grubb, Municipal Excess Liability Joint Insurance Fund, re: MEL Annual Report
2. Letter dated 1/15/14 received 1/15/14 from Maser Consulting, re: Consulting Engineer's Report for the Year Ending December 31, 2013
3. Letter dated 1/15/14 received 1/15/14 from Maser Consulting, re: 2014 Agreement for Professional Engineering Services
4. Letter dated 1/15/14 received 1/15/14 from Maser Consulting, re: Non-Fair and Open Process Documents
5. Letter dated 1/15/14 received 1/16/14 from John Bonello, re: Professional Appointment for 2014
6. Copy of a Letter dated 1/10/14 received 1/16/14 from Arcadis to Mark Davis, NJDEP, re: Seaview Avenue Bridge and Associated Properties and Remedial Excavation Permit Application Package Waterfront Development Individual Permit Former Long Branch Manufactured Gas Plant Site NJNG
7. Letter dated 1/8/14 received 1/16/14 from David A. Kaplan, CPA, RMA, re: Proposal for Auditing Services for 2014
8. Letter dated 1/13/14 received 1/16/14 from Frank Senske, P.E., Spectraserve, re: 2013 Residual Management Program Report
9. Copy of a Letter dated 1/16/14 received 1/17/14 from Maser Consulting to Brian Fields, re: 147 West End Avenue and 530 Sairs Avenue / B 132 L 1 & 2
10. Letter dated 1/13/14 received 1/17/14 from State of New Jersey Department of Environmental Protection, re: New Jersey Environmental Infrastructure Financing Program
11. Letter dated 1/14/14 received 1/21/14 from Hall & Associates, re: Professional Appointment of Hall & Associates Special Counsel for NJPDES Matters
12. Letter dated 1/20/14 received 1/21/14 from Kevin Shelly, PE, Mid Atlantic Engineering Partners, LLC, re: Gregory School Redevelopment – Phase II / B 332 L 1
13. Letter dated 1/20/14 received 1/23/14 from Christine Lynn, Eikon Planning and Design, LLC, re: 290 Ocean Avenue / B 216 L11

14. Letter dated 1/6/14 received 1/23/14 from New Jersey Utility Authorities Joint Insurance Fund, re: New Member Report
15. Letter dated 1/17/14 received 1/23/14 from Gerald Freda, P.E.,P.P., Leon S Avakian, Inc., re; Rockwell Avenue Drainage Improvements.
16. Letter dated 1/22/14 received 1/23/14 from Toms River MUA, re: Agenda and Reports
17. Letter dated 1/23/14 received 1/24/14 from John L. Kraft, Esq., re: Special Promotions for John L. Kraft, Esq., LLC Clientele
18. Letter dated 1/23/14 received 1/24/14 from John L. Kraft, Esq., re: Response to Request for Bond Counsel Service
19. Letter received 1/27/14 from Dun & Bradstreet Credibility Corp., re: Long Branch Sewerage Authority Credit file.
20. Certified Public Notice of Hearing dated 1/11/14 received 1/27/14 from Willaim J. Dempster, Jr., re: 28 Homestead Avenue, West Long Branch / B112 L14
21. Certified Public Notice received 1/27/14, re: 397 Bath Avenue / B182 L5
22. Certified Copy of Letter dated 1/23/14 received 1/27/14 from Maser Consulting to NJ DEP, re: 70 Rivergate Way / B489 L13.24
23. Save the Date received 1/27/14 from Long Branch Chamber of Commerce, re: Annual Awards Dinner Honoring Mary L. George & The Sirianni Family.
24. Copy of a Letter dated 1/27/14 received 1/28/14 from Maser Consulting to Karen C. Cole, NJDEP, re: Environmental Review of Planning Documents Long Branch Sewerage Authority Wastewater System Improvements.
25. Copy of Letter dated 1/27/14 received 1/28/14 from Maser Consulting to Mr. Kevin Shelly, P.E., Mid-Atlantic Engineering Partners, re: Gregory School Redevelopment Phase II / B 322 L1
26. Letter dated 1/28/14 received 1/29/14 from Maser Consulting, re: Consulting Engineer's Reports for the Year Ending December 31, 2013
27. Letter dated 1/28/14 received 1/29/14 from Maser Consulting, re: Renewal and Replacement Fund – 2014
28. Letter dated 1/29/14 received 1/30/14 from Deborah L. Talerico, RMC Deputy City Clerk, re: Resolution Re-appointing Michael Booth
29. Letter dated 1/30/14 received 1/31/14 from Mid-Atlantic Engineering Partners, re:

Woodrow Wilson Redevelopment – Phase III, B160 L21

30. Letter dated 1/28/14 received 1/31/14 from State of New Jersey Department of Community Affairs, re: Certification of Adopted Budget.
31. Letter dated 2/4/14 received 2/4/14 from Michael A. Gianforte, P.E., Executive Director, Two Rivers Water Reclamation Authority, re: Invitation to attend on Employment Practices Liability Seminar Municipality qualifies for \$ 250 Discount on JIF premium for every attendee
32. Letter dated 1/30/14 received 2/4/14 from Liberty Mutual Surety, re: Contract Bond Status Query, Longo Electrical – Mechanical, Inc.
- ACTION** 33. Copy of a Letter dated 2/4/14 received 2/5/14 from Maser Consulting to Jason M. Fogler, P.E. MidAtlantic Engineering Partners, re: Woodrow Wilson Redevelopment – Phase III / B 160 L21
- ACTION** 34. Letter dated 2/4/14 received 2/5/14 from Maser Consulting, re: 90 Ocean Terrace / B 301.03 L 20.
35. Letter dated 2/3/14 received 2/6/14 from The English Group, LLC Environmental Consultants, re: 20 Renwick Place / B 489 L 1
36. Letter dated 2/6/14 received 2/6/14 from David M. Roskos, Eckert Seamans Attorneys at Law, re: Willow Avenue Redevelopment / B 189 L 4, 11 and B 179 L 47
- ACTION** 37. Email dated 2/10/14 received 2/10/14 from Tom Roguski, Maser Consulting, re: Release of Performance Bond for River Pointe – LBS198
38. Letter dated 2/5/14 received 2/10/14 from Northern Insurance Co. of NY, re: Claim Number 2640070476
39. Certified Public Notice dated 2/6/14 received 2/10/14 from Maxwell X. Colby, Esq., re: 90 Ocean Terrace / B 301.3 L 20
40. Certified Copy of a Notice of Hearing dated 2/5/14 received 2/10/14 from Foss, San Filippo & Milne, LLC, re: 273 Lenox Avenue / B 98 L14
41. Letter dated 2/6/14 received 2/10/14 from Manna & Bonello, PC, re: 134 Joline Ave, Owner's Policy of Title Insurance
42. Certified Public Notice dated 2/11/14 received 2/12/14 from Robert L. Witek, II, Esq., re: 95 West End Avenue / B 131 L14
43. Letter dated 2/10/14 received 2/12/14 from Eikon Planning & Design, LLC, re: Request for Information Regarding the Vacant Parcels, B 216 L 23, B 216 L15 & B 216 L 14

44. Letter dated 1/13/14 received 2/12/14 from JKR Engineering and Planning Service, LLC, re: Utility Will – Serve Letter request for B 179 L 47, B 189 L 4 & B 189 L 11

X. Report of Executive Director for January, 2014

Mr. Martone explained that there was a problem with the SCADA (Supervisory Control and Data Acquisition) system. Advantech was called to troubleshoot and correct the problem. Mr. Martone requested a proposal from Advantech for an annual maintenance contract. Advantech responded with a proposal in the amount of \$6000.00 per year. Mr. Martone recommends the following resolution.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after "the Authority") has requested a proposal for SCADA System Maintenance, said proposal attached hereto and made a part hereof, and

WHEREAS, Advantech Corporation has provided a quotation of \$6000.00 per year, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it is authorized to enter into an agreement for SCADA System Maintenance with Advantech Corporation for a one (1) year period. The Authority Chairman and Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: February 19, 2014
R15.2-14
Exhibit T

Mr. Martone reported that the Sulfa Treat 410 media, which removes the hydrogen sulfide in the SulfrPack Vessel, is tested each month and is slowly deteriorating. There is 10,000 pounds of this Sulfa Treat 410 media that will need to be replaced in the near future. Mrs. Hartnett has solicited proposals and the cost to replace will be approximately \$30,000.00.

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, two 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.

XI. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of January 2014

The following Resolution was moved by Mr. Booth, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, two 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 February 2014 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of January 2014 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.

XII. Report by Authority Counsel of the Activities of that Office and of Actions taken since January 15, 2014

Mr. Bonello reported that he met with Mr. Martone and APS Contracting, Inc., Mr. Bonello feels that by next month the APS issued should be resolved.

Mr. Bonello had nothing further to report.

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

XIII. Report by Authority Auditor of the Activities of that Office and of Actions taken Since January 15, 2014

Mr. Kaplan reported that the Audit is scheduled to begin next week.

Mr. Kaplan also reported that the bond sale is moving along well. Mr. Kaplan and Mr. Martone participated in a conference call with the City and Moody's resulting in positive findings by Moody's. Mr. Kaplan stated that our credit rating will help with the sale of the bonds and the negative outlook from the City's credit rating has been removed. Mr. Kaplan also received the Assured Guarantee policy for the bond reserve fund. Mr. Kaplan anticipates this bond issue being closed by mid March.

Mr. Kaplan had nothing further to report.

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

XIV. As to Insurance Committee.

Status Quo

XV. Report, if any, by Investment Committee.

The investments are as listed.

On Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of three members present, no nays, two absent, no abstain; the Authority Investments were approved and made.

XVI. Transfers, if any.

The transfers are as listed.

The following Resolution was moved by Mr. Booth seconded by Mr. Mazza, and passed by the affirmative vote of three members present, no nays, two absent, no abstain , approving the Authority Transfers for the month of January 2014 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 19th DAY OF February 2014 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of January 2014 as submitted by the Executive Director and orders said report received and filed.

XVII. Old Business.

- A. Engineer's Report on Redevelopment Projects
 - 1. Mr. Van Dorpe had nothing new to report.
- B. Future Capital Improvement Program
 - 1. Mr. Van Dorpe had nothing new to report.

XVIII. New Business

None

XIX. Miscellaneous Suggestions for the Good of the Authority

Let the record reflect that Mr. Brown arrived.

XX. Adjournment at 3:22 p.m.

There being no further business, on Motion by Mr. Booth, seconded by Mr. Mazza, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the meeting was adjourned at 3:22 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director