

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

February 18, 2015

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 18, 2015, 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 and Mr. George attended via telephonic communication. Mr. Brown arrived at 3:10.

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 Elisabete Vieira, Secretary.

III. Announcement Pursuant to New Jersey Open Public Meeting Act.

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2014, has been provided by publication thereof in the *Link* on February, 27, 2014, as a “legal” advertisement and in the *Asbury Park Press* on February 22, 2014, as a “legal” advertisement and by forwarding duplicates thereof on February 20, 2014, 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. Mazza to the Authority for a period of five years, which is being filed with the Secretary of State. Mr. Mazza was welcomed to the Authority and seated.

V. Organization for Year Commencing February 1, 2015

A. Organization for Year Commencing February 1, 2015

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, that the Long Branch Sewerage Authority organize itself for the year commencing February 1, 2015 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, one 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, 2015.

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 2015

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

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

Date: February 18, 2015
R1.2-15

J. Professional Appointments

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 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 5, 2015, 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

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

Date: February 18, 2015
R2.2-15
Exhibits A & B

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 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 February 12, 2015 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

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

Date: February 18, 2015
R3.2-15
Exhibits C & D

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 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, Kraft & Capizzi has submitted a proposal dated January 8, 2015, indicating he will provide Bond Counseling Services as per his letter, attached hereto and made a part hereof, and

WHEREAS, Kraft & Capizzi has completed and submitted a Business Entity Disclosure Certification which certifies that Kraft & Capizzi 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 Kraft & Capizzi 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 Kraft & Capizzi 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	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 18, 2015
R4.2-15
Exhibits E & F

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 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 February 2, 2015, 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 - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 18, 2015
R5-2.15
Exhibits G & H

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 7, 2015, 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	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Mazza	- AYE

Date: February 18, 2015
R6.2-15
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 January 8, 2015, 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 - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 18, 2015
R7.2-15
Exhibits L& M

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 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 February 2, 2015, 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

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

Date: February 18, 2015
R8.2-15
Exhibits N & O

K. Scheduling of Regular Meetings for the Year 2015

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

Date: February 18, 2015
R9.2-15
Exhibit P

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, 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:	RSI Bank
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 - AYE
Mr. George - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 18, 2015
R10.2-15

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 a part 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 - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Mazza - AYE

Date: February 18, 2015
R11.2-15
Exhibit Q

VI. Public Participation.

There were no members of the public present.

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

VII. As to the Minutes of the Regular Meeting of January 21, 2015

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 reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on January 21, 2015, 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 21, 2015, if any

None

IX. Correspondence

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

Mr. Martone reported that item #16 is a letter from Arcadis U.S. Inc. on behalf of NJNG providing the Authority with the required 24-hour notice to commence the project at the Seaview Avenue Bridge.

Mr. Martone stated that item# 24 is a proposal from Maser Engineering for their services with the Flood Barrier Installation project. The following resolution was recommended:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore received a proposal from Maser Consulting for the WWTP Flood Barrier Installation Project, and

WHEREAS, the Authority approves Maser Consulting proposal to do the professional engineering services for the construction administration and observation, for the WWTP Flood Barrier Installation Project in the amount of \$19,900.00, and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the Flood Barrier Installation Project would be approximately \$189,350.00, and

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

NOW, THEREFORE, BE IT RESOLVED that:

1. The Long Branch Sewerage Authority hereby awards Maser Consultant the proposal for the WWTP Flood Barrier Installation Project in the amount of \$19,900.00, subject to Maser Consulting complying with all of the requirements of the terms and conditions of the prepared in proposals.

2. The Authority is authorized to enter into a contract with Maser Consulting for the purpose expressed hereinabove.

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

ROLL CALL:

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

Date: February 18, 2015
R12.2-15
Exhibits R & S

Mr. Martone explained that item# 25 is a performance bond release request for Sairs Ave Holding. The Authority engineer has recommended the following resolution:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to release the performance bond for Sairs Ave Holdings LLC. Block 133 Lot 1, and

WHEREAS, the Authority Engineer has recommended release of said performance bond based upon all engineers and Authority fees be conditionally paid, as per his letter dated

February 4, 2015, 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 133 Lot 1, Account #s 133-001-000 as per the recommendation of the Authority Engineer per the above referenced letter.

ROLL CALL:

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

Date: February 18, 2015
R13.2-15
Exhibit T

Let the record reflect that Mr. Brown has arrived.

Mr. Martone reported that item #26 is a payment request for the Outfall Anchor Replacement and Repair project. The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, # 2, from Hydro-Marine Construction Co., Inc. for the WWTP Outfall Anchor Replacement and Repair Project, and

WHEREAS, this request for payment is in the amount of \$5,880.00, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated February 4, 2015, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves payment of request #2 Hydro-Marine Construction Co., Inc in the amount of \$5,880.00.

ROLL CALL:

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

Date: February 18, 2015
R14.2-15
Exhibit U

Mr. Martone stated that item #27 is a Compliance Evaluation Inspection from the NJDEP. Mrs. Hartnett explained that it's an annual inspection that NJDEP requires to make sure the Authority is in compliance with all the statues. A couple of minor deficiencies were found but are being addressed and resolved.

Mr. Martone explained that item# 30 is a change order request from Allied Construction Group for the Influent System Reconstruction project in the amount of \$20,588.93. The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has undertaken the Primary Tank Influent Reconstruction Project with Allied Construction Group, Inc., and

WHEREAS, the inspecting engineer for the project, Maser Consulting, has recommended the approval of Change Order Number #1, attached hereto and made a part hereof, to increase the contract amount by \$20,588.93 from \$585,350.00 to \$605,938.93 for the items listed on Change Order #1, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Change Order #1 is hereby approved and that the Authority Executive Director is authorized to execute any documents necessary to effectuate this Resolution.

ROLL CALL:

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

Date: February 18, 2015
R15.2-15
Exhibit V

Mr. Martone reported that item# 32 is a payment request from Allied Construction Group for the Influent System Reconstruction project. The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #4, from Allied Construction Group, Inc., for the Primary Tank Influent System Reconstruction, and

WHEREAS, this request for payment is in the amount of \$238,403.55 and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated February 12, 2015, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves payment of request #4 Allied Construction Group, Inc., in the amount of \$238,403.55.

ROLL CALL:

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

Date: February 18, 2015
R16.2-15
Exhibit W

Mr. Martone had nothing further to report.

**LIST OF CORRESPONDENCE FOR REGULAR MEETING
LONG BRANCH SEWERAGE AUTHORITY
February 18, 2015**

- 1) Fax Transmittal Sheet dated 1/22/15 received 1/22/15 from Florio Perrucci Steinhardt & Fader Attorneys at Law to John Bonello Esq., re: Maser Consulting Play to Play
- 2) Letter dated 1/16/15 received 1/23/15 from the State of NJDEP, re: Notice of Administration Completeness Treatment Works Approval Application
- 3) Agenda and Reports received 1/23/15, re: Toms River MUA Meeting
- 4) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Jose Gomes, President of Underground Utilities Corporation, re: Bid Bond Return
- 5) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Francisco Pinho, President of P & A Construction, re: Bid Bond Return
- 6) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Stephan Dioslaki of Metra Industries, re: Bid Bond Return
- 7) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Thomas Kuenzler, Vice President of T & T Commonwealth, re: Bid Bond Return
- 8) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Lionel Lucas, CEO of Lucas Construction, re: Bid Bond Return
- 9) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Christopher D. Mathis, President of Mathis Construction Co., re: Bid Bond Return

- 10) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Lisa S. Ballerini, President of Montana Construction, re: Bid Bond Return
- 11) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Jacqueline Vale of Blackrock Enterprises, re: Bid Bond Return
- 12) Copy of letter dated 1/26/15 received 1/29/15 from Maser Consulting to Paulo Matos, President of P.M. Construction, re: Notice of Award
- 13) Letter dated 1/15/15 received 1/28/15 from NJDEP, re: obligation to comply with the Community Right to Know (CRTK)
- 14) Email received 1/29/15 from EJIF, re: Environmental Alert
- 15) Letter received 2/2/15 from Hall & Associates, re: 2015 Statement of Billing Practices
- 16) Letter dated 1/28/15 received 2/2/15 from Arcadis, re: April 2011 Access Agreement Utilization Block 401 Lot 13 / Seaview Ave bridge
- 17) Letter dated 1/28/15 received 2/2/15 from Arcadis, re: Notification for Upcoming Construction Dewatering/ Discharge Activities
- 18) Letter of Transmittal received 2/2/15 from Maser Consulting, re: Outfall Anchor Replacement and Repair Project certified weekly payroll report 6 & 7
- 19) Affidavit of Publication dated 1/30/15 received 2/3/15 from Asbury Park Press, re: Furnishing and Delivering two six inch portable pumps
- 20) Letter dated 2/2/15 received 2/3/15 from Maser Consulting, re: 2015 Agreement for Professional Engineering Service
- 21) Certified notice received 2/3/15 from Borough of West Long Branch, re: Notice of Hearing to consider application of BG Monmouth/ 310 State Highway Rt 36 / B67 L8.01
- 22) Letter dated 2/2/15 received 2/5/15 from United Steelworkers (USW), re: Change of Staff Representative
- 23) Letter dated 2/5/15 received 2/5/15 from Maser Consulting, re: Renewal and Replacement Fund-2015
- ACTION** 24) Letter dated 2/5/15 received 2/5/15 from Maser Consulting, re: Proposal for Professional Engineering Services for the LBSA-WWTP Flood Barrier Installation Project
- ACTION** 25) Letter dated 2/4/15 received 2/5/15 from Maser Consulting, re: recommended project be close out and performance bond release for Sairs Ave Holdings / 494 Sairs Ave / B 133 L 1

ACTION

- 26) Letter dated 2/4/15 received 2/5/15 from Maser Consulting, re: Outfall Anchor Replacement and Repair project / Payment Request No. 2
- 27) Letter dated 2/9/15 received 2/9/15 from NJDEP, re: Compliance Evaluation Inspection #SCI 140001/ Program Water Quality
- 28) Letter dated 2/9/15 received 2/9/15 from Wiss & Company LLC., re: Auditor contract starting Feb.1 -2015 to Jan. 31-2016
- 29) Letter dated 2/10/15 received 2/12/15 from Maser Consulting, re: Consulting Engineer's Report for the year ending December 31, 2014

ACTION

- 30) Letter dated 2/13/15 received 2/13/15 from Maser Consulting, re: Primary Tank Influent System Reconstruction / Allied Construction Group / Change Order #1 in the amount of \$20,588.93
- 31) Letter dated 2/10/15 received 2/12/15 from Deborah Talerico Deputy Clerk of the City of Long Branch, re: Certified copies of the resolution and oath of office for Mr. James Mazza reappointment

Additional Correspondence

ACTION

- 32) Letter dated 2/10/15 received 2/12/15 from Maser Consulting, re: Primary Tank Influent System Reconstruction / Payment Request #4 to Allied Construction Group for \$238,403.55
- 33) Letter dated 1/30/15 received 2/13/15 from Maser Consulting, re: Response to Request for Proposal Authority Engineer

On Motion by Mr. Brown, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the attached List of Correspondence was ordered, received, and filed.

X. Report of Executive Director for January, 2015

Mr. Martone reported that several employees have requested permission to attend the Technology Transfer Seminar given by the New Jersey Water Environmental Association to be held at the Sheraton Eatontown from March 2nd through March 5th. The following resolution was presented:

RESOLUTION

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

WHEREAS, a number of employees have requested permission to attend a Technology Transfer Seminar sponsored by NJWEA at the Sheraton in Eatontown, 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	- AYE
Mr. George	- AYE
Mr. Brown	- AYE
Mr. Booth	- AYE
Mr. Mazza	- AYE

Date: February 18, 2015
R17.2-15

Mr. Martone explained that as directed by the board, bids were received for the 6 inch diesel driven portable pumps. The pumps were estimated to cost around \$100,000.00 and the bid received was much lower than anticipated. The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised for receipt of bids for the two six inch portable pumps, and

WHEREAS, in response thereto the Authority has received bids from the parties and bid amounts as specified on the list attached hereto and made a part hereof, and

WHEREAS, in accordance with law, the Authority is required to award this contract to the lowest responsible bidder, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose through the Sewer Revenue Bonds, Series 2014, 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 the two six inch portable pumps in the amount of \$71,561.21 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, and
2. The Authority is authorized to enter into a contract with Xylem Dewatering Solutions, Inc. dba- Godwin Pumps of America for the purpose-expressed hereinabove.
3. The Authority Chairman and Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: February 18, 2015
R18.2-15
Exhibit X & Y

Mr. Martone had nothing further to report.

Mr. Bonello requested the Board go into Executive Session at this time.

RESOLUTION

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

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:

Personnel

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

Date: February 18, 2015

Ex. Session

Mr. Bonello resumed the regular session.

Mr. Bonello presented the following resolution:

RESOLUTION

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

BE IT RESOLVED by the Long Branch Sewerage Authority that it hereby ratifies and terminates Mark A. Scrivanic from his position with the Authority effective as of February 18, 2015. Mr. Scrivanic's termination was a result of his continuous violation of the Authority's policies.

ROLL CALL:

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

Date: February 18, 2015

R19.2-15

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the 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 2015

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

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 18th DAY OF FEBRUARY 2015 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of January 2015 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 21, 2015

Mr. Bonello reported that he met with Mr. Martone regarding the executive session and went over the contracts for the professionals.

Mr. Bonello stated that the APS contract was finalized a while back approving the Authority to pay the contractor for everything but to hold \$100,000.00 in retainage to cover the punch items that are yet to be completed. Mr. Martone stated that he has not successfully been able to contact Mr. Arcadia to go over the final details.

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, no 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 21, 2015

Mr. Kaplan reported that the state is considering allowing authorities a five month extension for the audit filing deadline. Mr. Kaplan also stated that there is a new bill called S72 which is contemplating capping Authorities rate increase at 2% annually.

Mr. Kaplan explained that at the last re-organization meeting the Authority passed a resolution for the designated depositories. He requested an amendment to that resolution # R10.2-14 to include the Bank of New York Mellon.

On Motion by Mr. Booth, seconded by Mr. Blaisdell, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, Resolution #R10.2-14 was amended to reflect The Bank of New York Mellon as a Depository Bank, all actions taken, and dispositions regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

On Motion by Mr. George, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, all actions taken, and dispositions made by Authority Auditor of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

XIV. as to Insurance Committee.

Mr. Martone reported that the New Jersey Utility Authorities Joint Insurance Fund has requested that the Authority appoint a Risk Management Consultant. The following resolution was presented:

RESOLUTION RISK MANAGEMENT CONSULTANT

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

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

Date: February 18, 2015
R20.2-15
Exhibit Z

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 four members present, no nays, no absent, one 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. Blaisdell, and passed by the affirmative vote of four members present, no nays, no absent, one abstain , approving the Authority Transfers for the month of January 2015 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 18th DAY OF FEBRUARY 2015 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of January 2015 as submitted by the Executive Director and orders said report received and filed.

XVII. Old Business.

XVII. Old Business

A. Engineer's Report on Redevelopment Projects

Mr. Van Dorpe had nothing new to report.

B. Future Capital Improvement Program

Mr. Van Dorpe had nothing new to report.

C. Parking Lot

Mr. Van Dorpe stated that once the weather gets better they will meet with the contractor and address the issues.

D. Primary Tank Influent

Mr. Van Dorpe stated that the project is in progress and with good results.

E. Fence & Gates

Mr. Martone stated there was an issue with the electric wire and the engineer's plans. Mr. Van Dorpe will check with his office and report to the Authority.

F. Outfall Anchor Replacement and Repair Project

Mr. Van Dorpe received a letter stating that they should resume March 2nd. There was a delay due to the weather conditions.

G. Flood Barriers

Mr. Van Dorpe reported they are working on the drawings and making progress.

H. Mechanic Improvements

Mr. Van Dorpe reported they are working on the drawings and will report on status soon.

I. Collection Systems Rehabilitation

Mr. Van Dorpe explained that they reviewed the insurance certificate and a few changes are being done but everything else in good standings. Contracts have been signed.

J. F.E.M.A.

Mrs. Hartnett reported that she applied for a time extension for one more year.

Mr. Van Dorpe had nothing new to report.

XVIII. New Business

None

XIX. Miscellaneous Suggestions for the Good of the Authority

None

XX. Adjournment at 3:55 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, no absent, no abstain, the meeting was adjourned at 3:55 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director