

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

July 24, 2013

I. and II. Opening and Attendance at Meeting.

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:05 p.m., prevailing time, on Wednesday, July 24, 2013, by the Chairman, Mr. Blaisdell in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by all board members.

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; Sue Brasfield, of the firm Maser Consulting, Authority Engineer; David Kaplan, Authority Auditor; Laurie Hartnett, PCC Officer; and Liz 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 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.

Adequate Notice of this **Rescheduled Board Meeting**, has been provided by publication thereof in the *Link* on July 11, 2013 as a “legal” advertisement and in the *Asbury Park Press* on July 10, 2013, as a “legal” advertisement and by forwarding duplicates thereof on July 8, 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. Public Participation.

Mr. and Mrs. Russell Woods were present. Mr. Woods explained to the board that his property at 420 Pacific Ave has been damaged by Superstorm Sandy and has been uninhabitable. He stated that he should not be obligated to pay for sewer charges when the water was turned off in October 2012 and the property has not been lived in since. The board reviewed photos taken at the property and concluded that the sewer charges will be waived from November 1, 2012 for up to a two years period. The following Resolution was presented:

RESOLUTION

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

WHEREAS, Russell Woods has requested a termination of sewer service for said property at 420 Pacific Street being serviced by the Long Branch Sewerage Authority under account #338-018-000, and

WHEREAS, Mr. Woods stated that his property had been damaged by Sandy and has been uninhabitable, and

WHEREAS, the Authority has verified that there are no buildings or structures currently on the property that are occupied, and

WHEREAS, the Authority waived all sewer service charges effective November 1, 2012 for up to a two year period, the reactivation fee was also waived. A Certificate of Occupancy must be obtained within the two years period or a connection and application fee will be required, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it terminates service on said property as of the third quarter of 2012 and that an application for resumption of sewer service for said property shall be considered an application for sewer service, 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 affect this Resolution.

ROLL CALL:

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

Date: July 24, 2013
R1.7-13

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

V. As to the Minutes of the Regular Meeting of June 26, 2013

On Motion by Mr. Brown, seconded by Mr. George, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on June 26, 2013 to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

VI. As to the Minutes of the Executive Session held on June 26, 2013, if any

On Motion by Mr. George, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the reading of the Minutes of the Executive Session of the Long Branch Sewerage Authority held on June 26, 2013, to be dispensed with and that such Minutes be, and they are hereby approved as recorded and circulated.

VII. Correspondence

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

Mr. Martone explained that there is nothing under correspondence to discuss, except for Item #12 which will be reviewed under Future Capital Improvements. Mr. Martone had nothing further to report.

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

July 24, 2013

1. Letter dated 06/25/13 received 06/26/13 from Manna & Bonello, re: Monmouth Healthcare Center partial past due connection fee
2. Certified Notice of Public Hearing received 06/26/13 from Long Branch City, re: re-construction of a single family residential dwelling that was severely damaged by super storm Sandy located at 9 Plaza Court / B 60 L 6
3. Copy of letter dated 06/27/13 received 06/28/13 from Maser Consulting to Mr. Fitzgerald, re: notification of approval for Bey Hall Addition
4. Notice of Plan Approval received 06/28/13 from Supreme Court of the State of NY, re: Financial Guaranty Insurance Company
5. Letter dated 06/28/13 received 07/02/13 from Maser Consulting, re: WWTP Blower Building Modification Project / Executed Contract
6. Letter dated 07/02/13 received 07/03/13 from Manna & Bonello, re: Monmouth Healthcare Center / Past Due Payment Received
7. Letter dated 07/02/13 received 07/05/13 from Astec Re-Ply Roofing Systems, re: Proposal quotes for Astec Re-Ply on three of the buildings
8. Certified Notice of Hearing received 07/05/13 from the City of Long Branch, re: Variance Approval to convert the first floor of a mixed use commercial building into a two – bedroom at 199 Norwood Ave / B164 L7
9. Letter dated 07/10/13 received 07/10/13 from Maser Consulting, re: Partial Payment approval request for No. 38 in the amount of \$108,750.60
10. Affidavit of Publication dated 07/10/13 received 07/15/13 from *The Asbury Park Press*, re: Re-Scheduled Regular Board Meeting
11. Letter dated 07/16/13 received 07/17/13 from the City of Long Branch Tax Collector, re: Tax Sale date
- ACTION** 12. Letter dated 07/24/13 received 07/24/13 from Maser Consulting, re: Wastewater Treatment Plant Modifications / Recommending approval request of change order #5

13. Letter dated 07/23/13 received 07/24/13 from Maser Consulting, re: WWTP Blower Building Modification Project / Longo Electrical- Mechanical Inc. (Longo) letter requesting a contract Time Extension to a Project Completion Date of November 1, 2013
14. Notice received 07/24/13 from Toms River MUA, re: NJUAJIF Meeting 07/24/13 Agenda and Reports.

On Motion by Mr. George, 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.

XIII. Report of Executive Director for June 2013

Mr. Martone reported that there is an open position for a utility worker and presented the following Resolution:

RESOLUTION

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

BE IT RESOLVED by the Long Branch Sewerage Authority that it hereby ratifies and approves the hiring of Mark Scrivanic as an Authority utility worker effective August 5, 2013, at a rate of compensation of \$17.50 per hour. This employment is conditional upon Mr. Scrivanic successfully completing a pre-employment physical, drug and alcohol testing and the submission of an acceptable driving abstract. A CDL license must be obtained within six months.

ROLL CALL:

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

Date: July 24, 2013
R2.7-13

Mr. Martone explained that Joshua Pelcher has requested authorization to attend Ocean County Vocational School for a course in Introduction to Wastewater. The following Resolution was presented:

RESOLUTION

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

WHEREAS, Joshua Pelcher has requested permission to attend Ocean County Vocational School for the course Introduction to Wastewater, 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 the request of Joshua Pelcher to attend Ocean County Vocation School for a course in Introduction to Wastewater, in the amount of \$950.00 has been approved.

BE IT FURTHER RESOLVED that the participant will follow the rules for "Schooling" covered in the appropriate Article in their contract.

ROLL CALL:

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

Date: July 24, 2013
R3.7-13

Mr. Martone had nothing further to report.

On Motion by Mr. Blaisdell, 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.

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of June 2013

The following Resolution was moved by Mr. George, 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 24th DAY OF JULY 2013 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of June 2013 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.

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since June 26, 2013

Mr. Bonello reported that the closing for 134 Joline Ave is scheduled for July 25, 2013. He explained that once the closing is finalized, the Authority will solicit proposals for demolition.

On Motion by Mr. Blaisdell, seconded by Mr. George, 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.

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since June 26, 2013

Mr. Kaplan had nothing to report this month.

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, 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.

XII. As to Insurance Committee

Status Quo

XIII. Report, if any, by Investment Committee.

The investments are as listed.

On Motion by Mr. Blaisdell, seconded by Mr. Mazza, and passed by the affirmative vote of four members present, no nays, no absent, one abstain (Mr. Brown); the Authority Investments were approved and made.

XIV. Transfers, if any.

The following Resolution was moved by Mr. George, seconded by Mr. Mazza, and passed by the affirmative vote of four members present, no nays, no absent, one abstain (Mr. Brown), approving the Authority Transfers for the month of June 2013 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 24th DAY OF JULY 2013 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of June 2013 as submitted by the Executive Director and orders said report received and filed.

XV. Old Business.

A. Engineer's Report on Redevelopment Projects

Ms. Brasefield had nothing new to report.

B. Future Capital Improvement Program

Ms. Brasefield reported that there was a meeting with APS Contracting on June 18, 2013 regarding a few of the line items. A change order was recommend by both Mr. Van Dorpe and Mr. Martone. The following Resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has undertaken the Wastewater Treatment Plant Modifications Project Contract #LBS195A with APS Contracting, Inc.; and

WHEREAS, the inspecting engineer for the project, Maser Consulting, has recommended the approval of Change Order #5, attached hereto and made a part hereof, which increases the contract amount by \$103,381.98 from 12,589,763.00 to \$12,693,144.98. Change Order #5 reflects actual work performed necessary and accepted as required due to unknown conditions, Superstorm Sandy remediation and necessary equipment/site improvements.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that Change Order #5, attached hereto and made a part hereof, is hereby approved together and that the Authority Executive Director is authorized to execute as detailed on Change Order #5 which increases the contract amount from 12,589,763.00 to \$12,693,144.98

ROLL CALL:

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

Date: July 24, 2013
R4.7-13
Exhibit A

C. Storm Damage and Claims

Ms. Brasefield explained that a meeting was conducted with FEMA and that Maser Consulting has submitted a funding for mitigation pre-letter of intent with NJEIT for possible future funding.

D. Repair of Ocean Outfall Pipe

Mr. Martone reported that the engineers are working on finalizing the specs and that the Authority will solicit bids for both the repair and to replace all anchors.

XVI. New Business

None

XVII. Miscellaneous Suggestions for the Good of the Authority

None

XIII. Adjournment at 3:35 p.m.

There being no further business, on Motion by Mr. George, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director