

LONG BRANCH SEWERAGE AUTHORITY

Minutes of the Regular Meeting

September 18, 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, September 18, 2013, by the Secretary, Mr. Brown in the Meeting Room at the Authority Administration Building, 150 Joline Avenue, Long Branch, New Jersey, attended by Mr. Booth and Mr. Mazza. Mr. George arrived at 3:08. Mr. Blaisdell 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; 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. Public Participation.

There were no members of the public present.

On Motion by Mr. Brown, 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.

V. As to the Minutes of the Regular Meeting of August 21, 2013

On Motion by Mr. Booth, seconded by Mr. Brown, 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 August 21, 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 August 21, 2013, if any

None.

VII. Correspondence

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

Item # 19 is an Application for a Unit Change from two units to one unit for 143 Long Branch Ave. / Block 308 Lot 37.

Mr. Martone recommended the following resolution.

RESOLUTION

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

WHEREAS, Philip Dohme has requested a decrease in the number of units from 2 to 1 for service billing in an application to the Executive Director received September 10, 2013, which is attached hereto to this Resolution and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under account #308-037-000, and

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes 1 units for service billing, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the number of units for service billing on said property, which is known as 143 Long Branch Ave., is hereby decreased from 2 to 1 as of the fourth quarter 2013 and that in the event of a change of use on said property, the Authority reserves its right to assess a connection or reconnection fee.

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

ROLL CALL:

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

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R1.9-13
Exhibit A

Mr. Martone explained there is nothing further to report in correspondence.

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

September 18, 2013

1. Copy of a letter dated 8/22/13 received 8/23/13 from Maser Consulting to Mr. Terry Sherman, Countryside Developers, re: River Pointe at Long Branch, Block 784/Lot 1
2. Affidavit of Publication dated 8/21/13 received 8/23/13 from Asbury Park Press, re: Notice to Bidders for Outfall Anchor Replacement and Repair Project
3. Certified Public Notice dated 8/26/13 received 8/28/13 from Jeffrey Resnikoff, Esq., re: Block 175 Lot 3/396-398 Spring Street
4. Letter dated 8/28/13 received 8/28/13 from Toms River MUA, re: Agendas and Reports
5. Letter dated 8/22/13 received 8/28/13 from United States Public Adjusters, re: Final Notice
6. Letter dated 8/28/13 received 8/30/13 from John Bonello re: Purchase of 134 Joline Ave.
7. Letter dated 8/23/13 received 8/30/13 from New Jersey American Water Co., re: 134 Joline Ave.
8. Letter dated 8/30/13 received 9/3/13 from Mid Atlantic Engineering Partners, re: Letter of Service Availability, Block 332 Lot 1
9. Letter dated 8/30/13 received 9/3/13 from Mid Atlantic Engineering Partners, re: Letter of Service Availability, Block 160 Lot 21
10. Invitation received 9/4/13 from Long Branch Community Advisory Panel, re: Community Update and Public Meeting Wednesday October 2, 2013
11. Letter dated 9/3/13 received 9/5/13 from Harold J. Einhorn, re: New position as Executive Vice President with Waterware Commercial Diving Corp.
12. Notice of Public Hearing received 9/9/13 from Day Pitney LLC, re: Block 289 Lots 1,2,3,4 & 5.
13. Letter dated 9/4/13 received 9/9/13 from State of New Jersey Department of Environmental Protection, re: Payment Requisition No. 37
14. Affidavit of Publication dated 8/22/13 received 9/9/13 from The Star Ledger.

15. Certified Public Notice received 9/9/13 from Anthony P. Monzo, Esq., re: Block 301 Lots 4 and 7.
16. Letter dated 9/9/13 received 9/10/13 from Maser Consulting, re: Maintenance Building Warranties.
17. Letter dated 9/11/13 received 9/11/13 from Maser Consulting, re: Partial Payment request No. 40

ADDITIONAL CORRESPONDENCE

18. Fax dated 9/16/13 received 9/16/13 from Maser Consulting, re: Outfall Anchor Replacement and Repair Project Bid Tally Sheet.
- ACTION** 19. Application for a Unit Change received 9/16/13 from Philip Dohme, re: Block 308 Lot 037,143 Long Branch Ave.
20. Certified Public Notice dated 9/12/13 received 9/17/13 from Sharon Meyers, re: 188 Oakwood Ave, West Long Branch, Block 101 Lot 4
21. Letter dated 9/16/13 received 9/17/13 from Maser Consulting, re: Outfall Anchor Replacement and Repair Project Bid Tally Sheet.

On Motion by Mr. Brown, seconded by Mr. Booth, 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.

XIII. Report of Executive Director for August 21, 2013

Mr. Martone reported that the Authority wants to advertise for the solicitation of bids for the following contracts: Removal, Transport and Disposal of Sand, Grit and Bar Screen Screenings; Furnishing and Delivering of Dry Polymer; Furnishing and Delivering of Emulsion Polymer; Furnishing and Delivering of Sodium Hypochlorite; Furnishing Pump & Motor Repairs and New Motor Purchase; Road Restoration and Infrared Paving; Furnishing and Delivering of Magnesium Hydroxide; and Sanitary Sewer Systems Repairs and Service Lateral Installations.

Mr. Martone recommended the following resolution.

Let the record show that Mr. George arrived.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after “the Authority”) desires to contract for the following: (1) removal, transport, and disposal of sand, grit, and bar screen screenings; (2) furnishing and delivery of dry polymer; (3) furnishing and delivery of emulsion polymer; (4) furnishing and delivery of sodium hypochlorite; (5) furnishing pump & motor repairs and new motor purchase; (6) road restoration and infrared paving; (7) furnishing and delivery of magnesium hydroxide (8) sanitary sewer system repairs and service lateral installations, and

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

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

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

1. The Authority is authorized to advertise for bids for the above-described contracts.

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

ROLL CALL:

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

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R2.9-13

Mr. Martone explained that the Authority solicited proposals for the demolition of 134 Joline Ave., Three proposals were received, AVH Demolition LLC was the lowest, with a bid of \$10,000.00.

Mr. Martone recommended the following resolution.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after "the Authority") has solicited proposals for demolition and removal of existing structure at 134 Joline Avenue, said proposals attached hereto and made a part hereof, and

WHEREAS, AVH Demolition, LLC was the lowest quotation in the amount of \$10,000.00, 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 demolition and removal of the existing structure at 134 Joline Avenue with AVH Demolition, LLC in the amount of \$10,000.00.

ROLL CALL:

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

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Exhibits B&C

Mr. Martone had nothing further to report.

On Motion by Mr. George, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one 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 August, 2013

The following Resolution was moved by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one 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 SEPTEMBER 2013 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of August 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 August 21, 2013

Mr. Bonello stated that he attended a meeting with APS and Maser regarding the final work order change.

On Motion by Mr. Brown, seconded by Mr. George and passed by the affirmative vote of all members present, no nays, one 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 August 21, 2013

Mr. Kaplan reported that he and Mr. Martone attended a meeting at the Monmouth County Improvement Authority to explore the possibility of them financing our notes through bonds. Mr. Kaplan explained that this is not going to be a viable option for the Authority at this time.

Mr. Kaplan reported that he is preparing the 2014 Budget and will introduce it at next months meeting.

Mr. Kaplan had nothing further to report.

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

XII. As to Insurance Committee.

Mr. Martone reported that Mr. Dominick Cinelli and a representative from Wright Flood Insurance Company toured the facility for the purpose of preparing a proposal for flood insurance coverage.

XIII. Report, if any, by Investment Committee.

The investments are as listed.

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

XIV. Transfers, if any.

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

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 18th DAY OF SEPTEMBER 2013 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of August 2013 as submitted by the Executive Director and orders said report received and filed.

XV. Old Business.

A. Engineer's Report on Redevelopment Projects

Mr. Van Dorpe reported that he has conducted the final inspection of the Woodrow Wilson Site.

B. Future Capital Improvement Program

Mr. Van Dorpe reported that the punch lists are being completed and the SCADA System is operational. He explained that the cover manufacturer will return to conduct training for certification.

Mr. Van Dorpe reported that APS has not approved change order number five. He suggests submitting the change order directly to the D.E.P.

C. Storm Damage and Claims

Mr. Van Dorpe had nothing to report.

D. WWTP Blower Building Modifications

Mr. Van Dorpe reported that there was a shut down of the Blower Building on Thursday morning to replace the valves. He anticipates project completion by the end of October.

Mr. Martone explained that the pumps have been installed and are awaiting one spool piece to be installed before completion. He explained that the electricians are currently wiring the new motors to the new pumps and anticipates the pumps to be fully operational by the middle of next week.

E. Access Gates & Parking Lot Construction

Mr. Van Dorpe had nothing to report.

F. Outfall Pipe Repairs

Mr. Van Dorpe explained that the bid for this project came in exceptionally high. He suggested the rejection of the bid and re-bid the project at a later date. He recommended altering the specifications and adjusting the time restraints, which may allow for more companies to bid.

Mr. Martone recommended the following resolution.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") has solicited bids for the Outfall Anchor Replacement and Repair Project, and

WHEREAS, the Authority received one bid for this contract and has determined the bid received was considerably higher than the Authority Engineer's estimate, and

WHEREAS, it is in the Authority's best interest to re-bid these contracts after modifications are made to the specifications, and

WHEREAS, the Executive Director and the Authority's Engineer, have recommended that the bid be rejected and re-bid at a later date, and

WHEREAS, both the Executive Director and The Authority's Engineer have indicated that the modification of the specifications will likely result in lower bids.

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

1. The Authority rejects the bid for the Outfall Anchor Replacement and Repair Project contract.
2. The Authority Chairman and/or Executive Director are authorized to sign any documents necessary to effectuate this Resolution.

ROLL CALL:

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

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R4.9-13

XVI. New Business

None

XVII. Miscellaneous Suggestions for the Good of the Authority

None

XIII. Adjournment at 3:25 p.m.

There being no further business, on Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the meeting was adjourned at 3:25 p.m.

Respectfully submitted,

David G. Brown, Secretary

Joseph A. Martone, Executive Director