

**AGENDA  
LONG BRANCH SEWERAGE AUTHORITY  
Regular Meeting**

**December 19, 2018**

I. Opening of meeting at \_\_\_\_\_ p.m. by \_\_\_\_\_

II. Notation of attendance

<b>Name</b>	<b>Position</b>	<b>In</b>	<b>Out</b>
Thomas George	Chairman		
Michael Booth	Vice-Chairman		
James Mazza	Secretary		
David Brown	Treasurer		
L. Frank Blaisdell	Asst. Secretary/ Treas.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Von Dorpe	Engineer		
Sue Brasfield	Engineer		
Liz Vieira	Secretary		

III. Announcement by presiding officer, pursuant to New Jersey Open Public Meetings Act, that

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2018, has been provided by publication thereof in the *Link* on March 1, 2018, as a “legal” advertisement and in the *Asbury Park Press* on February, 27 2018, as a “legal” advertisement and by forwarding duplicates thereof on February 22, 2018, to the Clerks of the City of Long Branch, Borough of West Long Branch and Borough of Monmouth Beach for filing in their respective offices and for posting in a public place in each such Municipality.

IV. Public Participation

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that this item of the Agenda be closed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of November 14, 2018

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, November 14, 2018 be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on November 14, 2018, if any (**NONE**)

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on November 14, 2018, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, as to items to be received and filed.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

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

**December 19, 2018**

- 1) Copy of Certified Notice of Hearing dated 11/06/18 received 11/14/18, from Foss, San Filippo & Milne LLC to the Planning Board/ City of Long Branch, re: 981 Beachfront, LLC/ 981 Ocean Ave/ Block 29 Lots 7 & 8, 7.01 & 8.01/ Application for Major Subdivision Approval/ Applicant proposes to subdivide the property into four building lots
- 2) Certified letter dated 10/23/18 received 11/14/18 from Crest Engineering Associates, Inc., re: Jeremy Kaplan/ Coastal Zone Management GP 5 / Block 50 Lot 13/Monmouth Beach Applicant / Owner would like to construct an in-ground pool associated with the existing single family (NOT LBSA)
- 3) Certified letter received 11/14/18 from Township of Ocean, re: 60 Norwood Ave/ Ocean Proposed two story addition to single family residence/ **NOT LBSA**
- 4) Application for individual connection of residential sanitary sewer dated 11/14/18 received 11/14/18, re: Eastbourne Ave/ Block 185 Lot 1.08 / New Single House Construction
- 5) Letter dated 11/12/18 received 11/15/18 from Garden State Laboratories, Inc., re: Procedures Manual
- 6) Copy of letter dated 11/19/18 received 11/19/18 from Thomas Roguski to Stephen Musto, Insite Engineering, re: The Reef Development / Ocean Blvd, Ocean Ave and Seaview Place/ TWA forms
- 7) Certified Legal Notice received 11/20/18 from Lisa Bailey, re: 3 Ocean Court / Block 15 Lots 18 and 20.01/ Applicant requests new single family residence on this property
- 8) Letter dated 11/28/18 received 11/30/18 from Kennedy Consulting Engineers, LLC, re: Letter of Serviceability for 38 Sternberger Ave, Block 85/ Lot 4
- 9) Certified Notice to Property Owners received 12/3/18 from Sergio Abbruzzese, re: 520 Wall Street, Block 4002 Lot 5, Eatontown (NOT LBSA)
- 10) Meeting Notice received 12/3/18 from Monmouth County Planning Board, re: Amendment Review Committee/ Date 12/5/18 / Place Hall of Records
- ACTION** 11) Change of Use Application dated 3/5/18 received 12/3/18 from Jose Serrano, re: 32 Rockwell Ave. / Block 270 Lot 37.02 / Unit Change from 2 units to 1 unit

- 12) Letter dated 11/27/18 received 12/3/18 from Conner, Strong & Buckelew, re: Automobile Insurance ID Cards & Workers Compensation Postings
- 13) Copy of a Letter dated 12/4/18 received 12/4/18 from Thomas Roguski to Luiza Guazzelli, Dynamic Engineering Consultants, PC, re: Request for Service Availability for 700 Joline Ave / Block 345 Lot 1
- 14) Application for individual connection of residential sanitary sewer dated 12/4/18 received 12/4/18, re: 298 Overlook Ave / Block 43 Lot 3 / New Single House Construction
- 15) Bulletin dated 12/7/18 received 12/7/18 from NJUA – JIF, re: Automobile ID Cards & WC Posting Notices 01/01/19 to 01/01/20
- 16) Certified Legal Notice dated 12/5/18 received 12/10/18 from Patrick J. McNamara, Esq., re: PV Hotel, LLC 170-176 Ocean Ave & 34 Morris Ave / Block 213 Lots 5, 6 & 8
- 17) Certified Notice of Public Hearing dated 12/4/18 received 12/10/18 from DKD Investments, re: Permit for the development of a five (5) story mixed use building at 180 Morris Ave. / Block 228 Lots 38, 41 & 45
- 18) Certified Notice of Public Hearing dated 12/4/18 received 12/10/18 from OCNJ Capital, LLC, re: Applicant seeking approval for demolition of existing structure and the construction of one 3399.5 sq. ft. retail store at 671 Broadway / Block 243 Lots 6 & 7
- 19) Letter dated 12/6/18 received 12/10/18 from State of New Jersey, re: Notice of Administrative Completeness, Treatment Works Approval Application No. 18-0443, The Reef
- 20) Letter dated 12/10/18 received 12/11/18 from Thomas Roguski, re: Unit Change Application inspection approval for 32 Rockwell Ave/ Block 270 Lot 37.02/

VIII. Report of Executive Director for November 2018

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the same, as prepared and submitted, is approved and ordered received and filed and made a part of the Minutes of this Meeting

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of November 2018

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of November 2018 prepared and submitted by the Executive Director for approval, is found regular and payment of each and all thereof, be, and it is, hereby, authorized to be made out of funds of Authority as the same are, or may become, available for such purpose.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since November 14, 2018.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken and dispositions made by Authority Counsel, of and with regard and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since November 14, 2018.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that all actions taken by Authority Auditor, of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XII. As to Insurance Committee

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

XIII. Report, if any, by Investment Committee

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Investments be approved and made.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XIV. Transfers, if any

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the List of Transfers, as submitted, is approved, ordered, received and filed and made a part of the Minutes of this Meeting.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

XV. Old Business

A. Engineer's Report on Redevelopment Projects

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

B. Future Capital Improvement Program

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

Electrical Substation

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

XVI. New Business

XVII. Miscellaneous Suggestions for Good of Authority

XVIII. Adjournment at \_\_\_\_\_ o'clock p.m.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the meeting be adjourned.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

## RESOLUTION

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

**WHEREAS**, Jose Serrano has requested a decrease in the number of units from two (2) to one (1) for service billing in an application to the Executive Director received December 3, 2018, 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 #6398-0, and

**WHEREAS**, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes one (1) unit for service billing as per his letter attached hereto to this Resolution and made a part hereof, 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 32 Rockwell Avenue, is hereby decreased from two (2) to one (1) as of the first quarter 2019 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 effect this Resolution.

**ROLL CALL:**

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

Date: December 19, 2018

R

Exhibit



**RESOLUTION**

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

**WHEREAS**, the Long Branch Sewerage Authority anticipates exceeding certain line items in its 2018 Budget, and

**WHEREAS**, the Authority’s Auditor, Mr. Kaplan has recommended an adjustment be made to these Line Items in the form of a Budget Transfer Resolution, and

**WHEREAS**, the Executive Director has prepared documentation outlining these line items for transfer, which is attached hereto and made a part hereof, and

**WHEREAS**, the Executive Director has certified that there are funds available from other Budget Line Items for these budget adjustments, and

**NOW, THEREFORE, BE IT RESOLVED** by the Long Branch Sewerage Authority that it hereby approves the Budget Transfer as submitted by the Executive Director and made a part here to, and

**BE IT FURTHER RESOLVED** that the Authority Executive Director and/or Chairman are hereby authorized to sign any documents necessary to effectuate the purposes of this Resolution.

**ROLL CALL:**

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

Date: December 19, 2018

R

Exhibit:

2019 ADOPTED BUDGET RESOLUTION

**LONG BRANCH SEWERAGE  
AUTHORITY**

**FISCAL YEAR: FROM: TO:**  
**January December**  
**1, 2019 31, 2019**

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Long Branch Sewerage Authority for the fiscal year beginning January 1, 2019 and ending December 31, 2019 has been presented for adoption before the governing body of the Long Branch Sewerage Authority at its open public meeting of December 19, 2018; and

**WHEREAS**, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$6,910,343 Total Appropriations, including any Accumulated Deficit, if any, of \$7,360,343 and Total Unrestricted Net Position utilized of \$450,000; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$6,944,800 and Total Unrestricted Net Position planned to be utilized of \$125,000; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Long Branch Sewerage Authority, at an open public meeting held on December 19, 2018 that the Annual Budget and Capital Budget/Program of the Long Branch Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

December 19, 2018

\_\_\_\_\_  
 (Secretary's Signature)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent

## RESOLUTION

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

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in various circumstances, and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

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

1. The Public shall be excluded from discussion and action upon the hereinafter subject matters.
2. The general nature of the subject matter to be discussed is as follows:
3. It is anticipated at this time that the above-stated subject matters will be made public when the matters are resolved.
4. This Resolution shall take effect immediately.

### ROLL CALL:

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

Date:  
ResExSess