

**AGENDA**  
**LONG BRANCH SEWERAGE AUTHORITY**  
**Regular Meeting**

**January 16, 2019**

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		
Nicole Woods	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 December 19, 2018

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, December 19, 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 December 19, 2018, if any

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on December 19, 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**

**January 16, 2019**

- 1) Letter dated 12/17/18 received 12/19/18 from John Bonello, re: Professional Appointment for 2019
- 2) Email dated 12/20/18 received 12/20/18 from Jon Ziman, Underwriting Manager – NJUA JIF, re: Mandatory Pressure Vessel Registration
- 3) Email dated 12/20/18 received 12/20/18 from Jon Ziman, Underwriting Manager – NJUA JIF, re: 2019-2020 Insurance Program
- 4) Email dated 12/20/18 received 12/20/18 from Jon Ziman, Underwriting Manager – NJUA JIF, re: 2019-2020 Insurance Program / Certificate of Insurance
- 5) Letter dated 12/18/18 received 12/21/18 from John Van Dorpe, re: Proposal for Professional Engineering Services, WWTP Sludge Holding Systems Improvements
- 6) Copy of a letter dated 12/21/18 sent 12/21/18 from Thomas Roguski to Kathy Schmelz, RMC, re: Drainage Easement and Right of Way, Willow Ave. Pump Station, Block 177.01 Lots 6 & 7
- 7) Meeting Cancellation Notice received 12/24/18 dated 12/20/18 from Monmouth County Planning Board, re: Monmouth County Areawide Water Quality Management Plan / Amendment Review Committee
- 8) Letter dated 12/21/18 received 12/24/18 from Apruzzese, McDermott, Mastro & Murphy, re: Professional Labor Counsel Appointment for 2019
- 9) Letter dated 12/21/18 received 12/26/18 from Manna & Bonello, re: Professional Counsel Appointment for 2019
- 10) Report received 12/27/18 from Brown & Brown, re: Professional Insurance Appointment for 2019
- 11) Report received 12/28/18 from Maraziti Falcon, LLP, re: Professional Counsel Appointment 2019
- 12) Letter dated 12/28/18 received 12/31/18 from Jason P. Capizzi of Winne Banta, re: 2019 Bond Counsel Services

- 13) Letter dated 1/3/19 received 1/3/19 from Maser Consulting, re: Renewal and Replacement Fund – 2019
- 14) Letter of Transmittal dated 1/3/19 received 1/4/19 from Maser Consulting, re: 2018 Capital Improvements Project Report
- 15) Letter dated 1/2/19 received 1/4/19 from Maser Consulting, re: 2019 Annual Contract for Sanitary Sewer Systems Repairs and Service Lateral Installations
- 16) Certified Legal Notice received 1/4/19 from Lisa Bailey, re: Bulk Variances for the construction of a single family home at 3 Ocean Ct. / Block 15 Lots 18 & 20.01
- 17) Certified Legal Notice received 1/4/19 from Jeffery Resnikoff, Esq., re: Application for a Minor Subdivision and Bulk Variance relief for 3 Howland Ave. / Block 135 Lot 10
- 18) Letter dated 1/4/19 received 1/4/19 from Maser Consulting, re: Response to Request for Proposal, Authority Engineer
- 19) Certified Legal Notice dated 12/31/18 received 1/7/19 from Patrick J. McNamara, Esq., re: Application for Preliminary & Final Site Plan Approval for West Bath LLC, 298 Westwood Ave / Block 186 Lots 2 & 4
- 20) Certified Legal Notice dated 12/28/18 received 1/7/19 from Isaac & Ivette Dabah, re: Variance approval to permit the demolition of the existing single family home located at 6 Private Dr. / Block 16 Lots 11 & 11.01
- 21) Bulletin dated 12/20/18 received 1/7/19 from NJUA – JIF, re: 01/01/19 – 01/01/20 Insurance Program
- 22) Letter dated 1/3/19 received 1/8/19 from State of New Jersey, Department of Environmental Protection, re: Treatment Works Approval No. 18-0443, The Reef, Long Branch City, Monmouth County
- 23) Letter dated 1/5/19 received 1/8/19 from Kearny Bank, re: Closing & relocation of Kearny Bank's Ursula Plaza Office
- 24) Proposal dated 12/26/18 received 1/9/19 from AdvanTech Corporation, re: SCADA Systems Maintenance Agreement for 3/1/19 to 2/29/2019
- 25) Copy of a letter dated 1/9/19 from Thomas Roguski to Jenny Lynch, Kennedy Consulting Engineers, LLC, re: Request for Service Availability for a Proposed House of Worship at 38 Sternberger Ave, Block 85 / Lot 4
- 26) Revised letter dated 1/7/19 received 1/9/18 from John Van Dorpe, re: Proposal for Professional Engineering Services, WWTP Sludge Holding Systems Improvements

**ACTION**

- 27) Affidavit dated 12/27/18 received 1/11/19 from The Asbury Park Press, re; New advertising rate of \$0.48 per line.
- 28) Certified Public Notice received 1/11/19 from Robert L. Witek, II, Esq., re: Use variance to permit the use of 16 Myrtle Ave, Block 283 Lot 3 as a lawful two (2) family house.

VIII. Report of Executive Director for December 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 December 2018

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of December 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 December 19, 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 December 19, 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. 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	

XIII. 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	

XIV. 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

XV. New Business

XVI. Miscellaneous Suggestions for Good of Authority

XVII. 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**, the Long Branch Sewerage Authority (the "Authority") has heretofore received a proposal from Maser Consulting, dated January 7, 2019, attached hereto and made a part hereof, for Professional Engineering Services for the, design and construction administration and observation services for the WWTP Sludge Holding System Improvements Project, and

**WHEREAS**, the proposal charge is \$ \_\_\_\_\_ for all design construction administration and observation services, 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 Consulting the proposal to provide all design construction administration and observation services for the WWTP Sludge Holding System Improvements Project, in the total amount of \$ \_\_\_\_\_ subject to Maser Consulting complying with all of the requirements of the terms and conditions of the proposal.

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

Date: January 16, 2019

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Exhibits



## RESOLUTION

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

**WHEREAS**, the Long Branch Sewerage Authority has received a Partial Payment Request, #13, from Thomas Controls, Inc. for the WWTP Electrical Systems Improvements, and

**WHEREAS**, this request for payment is in the amount of \$ \_\_\_\_\_, and

**WHEREAS**, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated January 15, 2019, 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 #13 to Thomas Controls, Inc. in the amount of \$ \_\_\_\_\_

### ROLL CALL:

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

Date: January 16, 2019

R

Exhibit

## 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