

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

April 17, 2019

- I. Opening of meeting at _____ p.m. by _____
- II. Notation of attendance

Name	Position	In	Out
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 Van Dorpe	Engineer		
Sue Brasefield	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 2019, has been provided by publication thereof in the *Link* on February 28, 2019, as a “legal” advertisement and in the *Asbury Park Press* on February, 23 2019, as a “legal” advertisement and by forwarding duplicates thereof on February 21, 2019, 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 March 20, 2019

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, March 20, 2019 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 March 20, 2019, if any (**NONE**)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on March 20, 2019, 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**

April 17, 2019

- 1) Certified application received 03/18/19 from Borough of West Long Branch, re: Variance Petition for 18 Franklin Pkwy/ Block 74 Lot 30 &31 / **NOT LBSA**
- 2) Application for Individual Connection for Residential Sanitary Sewer dated 03/21/19 received 03/21/19 from J S Coroa, re: 22 Emmons St / Block 176 Lot 24
- 3) Workshop received 03/22/19 from AEA, re: Introduction to Drones & Assessing Cyber Risk / Date Friday April 5 @ 8:30AM to 2PM/ Location Middlesex County Utilities Authority
- 4) Workshop received 03/22/19 from AEA, re: Commissioner Suppers Network. Share. Learn / Date Monday April 8 / Location Offices of Maraziti Falcon
- 5) Copy of letter dated 03/22/19 received 03/22/19 from Tom Roguski to Eric Ballou of InSite Engineering, re: Stavola Associates/ Beachfront North Homes/ Block 302 Lots 12,13, 14 & 15
- 6) Letter dated 03/21/19 received 03/25/19 from State of New Jersey Department of Transportation, re: Project Acceptance for 350 N of Park Ave
- 7) Certified Public Notice received 03/27/19 from the City of Long Branch, re: 6 Private Drive/ Block 16 Lot 11 and 11.01/ Application for variance approval to permit the demolition of the existing one-family dwelling and garage to permit the construction of new one-family dwelling with patio, garage and pool
- 8) Copy of letter dated 03/27/19 received 03/27/19 from Thomas Roguski to Kevin J. Hayes, Sr. of InSite Engineering, LLC., re: Request for Service Availability / Sewer Proposed Hotel/ Ocean Ave & Morris Ave/ Block 218 Lots 4,5,6 &8
- 9) Application for Individual Sewer Connection dated 03/27/19 received 03/27/19 from Joseph Habert, re: 8 Jim Lynch Dr./ Block 26 Lot 1.04
- 10) Application for Individual Sewer Connection dated 03/27/19 received 03/27/19 from Eli Khafif, re: 4 Jim Lynch Dr./ Block 26 Lot 1.02
- 11) Letter dated 03/28/19 received 03/28/19 from Maser Consulting, re: WWTP Electrical System Improvements/Final Payment Request Revision/ from \$125,594.71 to \$129,594.71 a difference of \$4,000.00

ACTION

- 12) Application for Permanent Disconnection dated 03/28/19 received 03/28/19 from Long Branch Board of Education, re: 160 West End Ave/ Block 116 Lot 1
- 13) Meeting Cancellation Notice dated 03/27/19 received 04/01/19 from Monmouth County Planning Board, re: Wednesday April 3rd meeting cancelled and rescheduled for May 1st, 2019
- 14) Letter dated 04/01/19 received 04/02/19 from State of NJDEP, re: Annual Fee Report and Assessment of Fees
- 15) Letter dated 03/28/19 received 04/03/19 from Department of the Treasury, re: Copy of Filled Mr. Booth Re-Appointment with the State
- 16) Letter dated 04/03/19 received 04/03/19 from Maser Consulting, re: Proposal for Professional Engineering Services/ Asbestos Screening for the WWTP Hot Water System and Final Settling Tank Mechanical Improvements Project
- 17) Letter dated 4/3/19 received 4/3/19 from In-Site Engineering, re: John Guire Supply Company / Block 117 Lot 20 / 187 Brighton Ave
- ACTION** 18) Letter dated 04/10/19 received 04/10/19 from Tom Roguski, re: Permanent Disconnect Application for 160 West End Ave/ Block 116 Lot 1

VIII. Report of Executive Director for March 2019

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 March 2019

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of March 2019 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 March 20, 2019.

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 March 20, 2019.

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

2018 Capital Improvements Projects

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 approved the FINAL payment request #14 to Thomas Controls, Inc. for the WWTP Electrical Systems Improvements Project, at the February 20, 2019 meeting per resolution R17.2-19 attached hereto and made a part hereof, and

WHEREAS, this FINAL Payment Request #14 –in the amount of \$125,594.71, was a typo and the correct amount should have been \$129,594.71, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended the BALANCE of FINAL Payment Request #14 for the WWTP Electrical Systems Improvements Project, be paid in the amount of \$4,000.00 per his letter dated March 28, 2019 attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves the BALANCE of FINAL Payment Request #14 for the WWTP Electrical Systems Improvements Project to Thomas Controls, Inc. in the amount of \$4,000.00.

ROLL CALL:

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

Date: April 17, 2019

R1.4-19

Exhibit A, B

RESOLUTION

_____ offered the following Resolution and moved its adoption; seconded by _____

WHEREAS, Long Branch Board of Education has requested a termination of sewer service in an Application for Disconnection to the Executive Director dated March 28, 2019, attached hereto to this Resolution and made a part hereof, for said property at 160 West End Ave being serviced by the Long Branch Sewerage Authority under account #2749-0, and

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

WHEREAS, this disconnection is conditional upon all service charges being paid to date, 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 2019 and that an application for resumption of sewer service for said property at 160 West End Ave 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. George -
Mr. Booth -
Mr. Brown -
Mr. Mazza -
Mr. Blaisdell -

Date: April 17, 2019

R2.4-19

Exhibit C

RESOLUTION

_____ offered the following Resolution and moves its adoption; seconded by Mr.

WHEREAS, the Long Branch Sewerage Authority (herein after “the Authority”) desires to contract electrical generation services, and

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

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

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

1. The Authority is authorized to advertise for bid by real time online electronic bidding through an approved vendor, Emex LLC., pursuant to the local Unit Electronic Technology Pilot Program, P.L. 2001, C.30.

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

ROLL CALL:

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

Date: April 17, 2019
R3.4-19

RESOLUTION

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

WHEREAS, Thomas Roguski and several LBSA employees desire to attend the NJWEA Annual Conference to be held May 6, 2019 to May 10, 2019 at Bally's in Atlantic City, and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY THAT:

1. Thomas Roguski and any of the aforementioned employees who have the approval of Mr. Roguski and the Board, are authorized to attend the NJWEA Annual Conference to be held May 6, 2019 to May 10, 2019 at Bally's in Atlantic City.
2. The Authority will pay all registration fees for this purpose including accommodations.
3. The Authority will allow a maximum amount of \$50.00 per day per person for reimbursable expenses.
4. The Authority will provide all transportation costs for attending the meeting.
5. Any Authority Commissioners are also authorized to attend if they so desire under the same terms and conditions.

ROLL CALL:

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

Date: April 17, 2019

R4.4-19

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