

LONG BRANCH SEWERAGE AUTHORITY

MINUTES OF THE REGULAR MEETING

FEBRUARY 21, 2024

I. and II. Opening and Attendance at Meeting and Pledge of Allegiance

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:05 p.m., prevailing time, on Wednesday, February 21, 2024, by the Executive Director, Thomas Roguski, both in person and electronically via telecommunication conference, attended by Mr. Riley, Mr. Booth, Mr. Larco, and Mrs. Morris (arrived at 3:17p.m.). Mr. Brown was absent.

In addition to the Members of the Authority hereinabove stated, there were present at said Regular Meeting the following professional attaches: Thomas Roguski, P.E., Executive Director; John L. Bonello, Esq., of the firm Manna & Bonello, P.A., Authority Counsel; Lauren Lechner and Jordan Volk, P.E, of the firm Colliers Engineering and Design, Authority Engineer; and Nicole Woods, Secretary. Charles J. Fallon, CPA, RMA, of the firm Fallon & Company LLP, Authority Auditor arrived at 3:20 p.m.

III. Announcement Pursuant to New Jersey Open Public Meeting Act.

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2023, has been provided by publication thereof in the *Link* on February 23, 2023 as a “legal” advertisement and in the *Asbury Park Press* on February 19, 2023 as a “legal” advertisement, and by forwarding duplicates thereof on February 15, 2023, 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. Notice of this Regular Meeting to be held both in-person and electronically has been provided electronically by posting thereof on the official website of the Long Branch Sewerage Authority pursuant to Public Law 2020, C.11.

IV. Appointment of Board Member

Mr. Roguski reported that the City Council is considering the re-appointment of Mr. Booth at the February 28, 2024 Council Meeting. The Authority will act accordingly at the March meeting.

V. Organization for Year Commencing February 1, 2024

A. Organization February 1, 2024

On Motion by Mr. Riley, seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, two absent, no abstain, that the Long Branch Sewerage Authority organized itself for the year commencing February 1, 2024, pursuant to Laws and Statutes of the State of New Jersey in such case made and provided.

B. Call for Nominations and Elections of Officers for Statutory Term

Mr. Roguski indicated that officers for 2024 are open for nomination.

1. Nominations for Chairman - Mr. Donald S. Riley

On motion by Mr. Booth, seconded by Mr. Larco and passed by the affirmative vote of all members present, no nays, two absent, no abstain; **Donald S. Riley** was nominated for **Chairman**

2. Nominations for Vice-Chairman - Mr. Michael Booth

On motion by Mr. Riley, seconded by Mr. Larco and passed by the affirmative vote of all members present, no nays, two absent, no abstain; **Michael Booth** was nominated for **Vice-Chairman**

3. Nominations for Secretary - Mr. David G. Brown

On motion by Mr. Booth, seconded by Mr. Larco and passed by the affirmative vote of all members present, no nays, two absent, no abstain; **David G. Brown** was nominated for **Secretary**

4. Nominations for Treasurer - Mr. Bryan I. Larco

On motion by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of all members present, no nays, two absent, no abstain; **Bryan I. Larco** was nominated for **Treasurer**

5. Nominations for Assistant Secretary / Treasurer – Mrs. Susie Morris

On motion by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of all members present, no nays, two absent, no abstain; **Susie Morris** was nominated for **Assistant Secretary / Treasurer**.

C. Elections

On Motion by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of all members present, no nays, two absent, no abstain, and the nominees declared elected to the Offices of the Long Branch Sewerage Authority to which they have been nominated for the statutory term commencing February 1, 2024.

D - H. Authority Committees

Mr. Roguski stated that the committees, designated by Mr. Riley, Chairman, are as listed:

COMMITTEES FOR YEAR 2024

1. BUDGET & FINANCE
Chairman – Michael Booth
Donald Riley
2. LEGAL & ADMINISTRATIVE
Chairman – David Brown
Bryan Larco
3. ENGINEERING
Chairman – Donald Riley
David Brown
4. INSURANCE
Chairman – Susie Morris
Michael Booth
5. HUMAN RESOURCES
Chairman – David Brown
Michael Booth

Motion by Mr. Riley, seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, two absent, no abstain that the committees remain as listed for the year 2024.

I. Designation of Official Newspapers

The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", is required to publish legal notices in accordance with law, and

WHEREAS, the Authority desires to name a newspaper as the official newspaper for the purpose of legal publication; and

NOW, THEREFORE, BE IT RESOLVED, that the Long Branch Sewerage Authority hereby designates the *Asbury Park Press*, the *Link News*, and the *Star Ledger* as its official newspapers, for the purpose of legal publications to be published on behalf of the Long Branch Sewerage Authority.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- ABSTAIN
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024
R1.2-2024 [VOID; SEE NEXT SECTION]

Mr. Roguski reintroduced this resolution at 3:18 p.m. after the arrival of Mrs. Morris as follows:

RESOLUTION

Mr. Riley offered the following Resolution and moved its adoption; seconded by Mrs. Morris.

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", is required to publish legal notices in accordance with law, and

WHEREAS, the Authority desires to name a newspaper as the official newspaper for the purpose of legal publication; and

NOW, THEREFORE, BE IT RESOLVED, that the Long Branch Sewerage Authority hereby designates the *Asbury Park Press*, the *Link News*, and the *Star Ledger* as its official newspapers, for the purpose of legal publications to be published on behalf of the Long Branch Sewerage Authority.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - ABSTAIN
Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - AYE

Date: February 21, 2024
R1.2-2024

J. Professional Appointments

Mr. Roguski stated that the bids were received for the professionals and were reviewed by the Legal and Administrative Committee consisting of Mr. Brown and Mr. Larco. Mr. Roguski explained that the Authority's current professionals have provided the best combination of price, experience, and prior knowledge of the Authority. Professionals were recommended for appointment by the Legal and Administrative Committee as follows:

A. John Bonello	Manna & Bonello (General Attorney/Counsel)
B. Charles J. Fallon	Fallon & Company, LLP (Auditor)
C. Jason Capizzi	Law Office of Jason Capizzi (Bond Attorney/Counsel)
D. Gregory J. Cannon	Cannon Law firm, LLC (Labor Attorney/Counsel)
E. Dominic Cinelli	Brown & Brown Metro, LLC (Insurance & Risk Management Consultant)
F. Lauren Lechner/ Jordan R. Volk	Colliers Engineering and Design (Consulting Engineer)
G. Scott Thompson	Safenet Solutions, LLC (Information Technologies Consultant)
H. Lauren Lechner/ Jordan R. Volk	Colliers Engineering and Design
Leonard A. Faiola	Remington & Vernick Engineers
Michael J. McClelland	CME Associates
Glenn R. DiGiovanni	Van Cleef Engineering
Patrick K. Cole	H2M Associates, Inc.
David Ksyniak	T and M Associates

William F. Bleiler Keystone Engineering Group
(Special/Capital Projects Engineers)

The following resolutions were presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of an Attorney for General Attorney/Counsel, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, John L. Bonello, Esq. / Manna & Bonello, has submitted a proposal dated January 11, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, John L. Bonello, Esq. / Manna & Bonello, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint John L. Bonello, Esq. / Manna & Bonello, as General Attorney/Counsel.

NOW, THEREFORE, BE IT RESOLVED by Long

Branch Sewerage Authority that John L. Bonello, Esq. / Manna & Bonello, is appointed as General Attorney/Counsel for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with John L. Bonello, Esq. / Manna & Bonello, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024

R2.2-2024

Exhibits A & B

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of a certified public accountant or a registered municipal accountant for Auditor, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, Charles J. Fallon / Fallon & Company LLP, has submitted a proposal dated January 16, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Charles J. Fallon / Fallon & Company LLP, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint Charles J. Fallon / Fallon & Company LLP, as Auditor.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Charles J. Fallon / Fallon & Company LLP, is appointed as Auditor for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Charles J. Fallon / Fallon & Company LLP, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - ABSENT

Date: February 21, 2024
R3.2-2024
Exhibits C & D

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of an Attorney for Bond Counsel, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract

awards, and

WHEREAS, Jason P. Capizzi, Esq. / Law Office of Jason P. Capizzi, has submitted a proposal dated February 7, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Jason P. Capizzi, Esq. / Law Office of Jason P. Capizzi, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint Jason P. Capizzi, Esq. / Law Office of Jason P. Capizzi, as Bond Counsel.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Jason P. Capizzi, Esq. / Law Office of Jason P. Capizzi, is appointed as Bond Counsel for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Jason P. Capizzi, Esq. / Law Office of Jason P. Capizzi, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT

Mr. Larco - AYE
Mrs. Morris - ABSENT

Date: February 21, 2024
R4.2-2024
Exhibits E & F

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of an Attorney for Labor Attorney/Counsel, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, Gregory J. Cannon Esq. / Cannon Law Firm, LLC, has submitted a proposal dated February 6, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Gregory J. Cannon Esq. / Cannon Law Firm, LLC, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative

Committee has recommended the Authority appoint Gregory J. Cannon Esq. / Cannon Law Firm, LLC, as Labor Attorney/Counsel.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Gregory J. Cannon Esq. / Cannon Law Firm, LLC, is appointed as Labor Attorney/Counsel for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Gregory J. Cannon Esq. / Cannon Law Firm, LLC, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024
R5.2-2024
Exhibits G & H

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of a professional for Insurance and Risk Management Consultant, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, Dominic S. Cinelli / Brown & Brown Metro, LLC, has submitted a proposal received January 24, 2024 attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Dominic S. Cinelli / Brown & Brown Metro, LLC, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint Dominic S. Cinelli / Brown & Brown Metro, LLC, as Insurance and Risk Management Consultant.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Dominic S. Cinelli / Brown & Brown Metro, LLC, is appointed as Insurance and Risk Management Consultant for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Dominic S. Cinelli / Brown & Brown Metro, LLC, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024
R6.2-2024
Exhibits I & J

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of a professional engineer for Consulting Engineer, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, Jordan R. Volk, P.E. P.M.P. / Colliers Engineering and Design, has submitted a proposal dated February 7, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Jordan R. Volk, P.E. P.M.P. / Colliers Engineering and Design, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint Jordan R. Volk, P.E. P.M.P. / Colliers Engineering and Design, as Consulting Engineer.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Jordan R. Volk, P.E. P.M.P. / Colliers Engineering and Design, is appointed as Consulting Engineer for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Jordan R. Volk, P.E. P.M.P. / Colliers Engineering and Design, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with

N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024

R7.2-2024

Exhibits K & L

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of a professional for Information Technologies (IT) Consultant, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, Scott Thompson / Safenet Solutions, LLC, has submitted a proposal dated January 25, 2024, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, Scott Thompson / Safenet Solutions, LLC, has completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint Scott Thompson / Safenet Solutions, LLC, as Information Technologies (IT) Consultant.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that Scott Thompson / Safenet Solutions, LLC, is appointed as Information Technologies (IT) Consultant for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with Scott Thompson / Safenet Solutions, LLC, to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE

Mrs. Morris - ABSENT

Date: February 21, 2024

R8.2-2024

Exhibits M & N

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority, hereinafter "the Authority", has a need to acquire the services of professional engineers for Special / Capital Projects Engineers, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11 et seq.) requires that the resolution authorizing the appointment without competitive bidding must be publicly advertised, and

WHEREAS, the Executive Director has determined and certified in writing that funds are available for this purpose, and

WHEREAS, the anticipated term of this contract is one (1) year commencing on February 22, 2024, and concluding on February 19, 2025, and

WHEREAS, the Authority has advertised and subsequently received professional bids on February 7, 2024, per N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards, and

WHEREAS, (1) Jordan R. Volk / Colliers Engineering and Design; (2) Leonard A. Faiola / Remington & Vernick Engineers; (3) Michael J. McClelland / CME Associates; (4) Glenn R. DiGiovanni / Van Cleef Engineering; (5) Patrick K. Cole/ H2M Associates; (6) David Ksyniak / T and M Associates; and (7) William F. Bleiler / Keystone Engineering Group have submitted proposals, attached hereto and made a part hereof, per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the above referenced firms have completed and submitted all documentation required per the Authority's Request for Proposals for Professional Services for 2024, and

WHEREAS, the Authority's Legal & Administrative Committee has recommended the Authority appoint the above referenced firms as Special / Capital Projects Engineers.

NOW, THEREFORE, BE IT RESOLVED by Long Branch Sewerage Authority that (1) Jordan R. Volk / Colliers Engineering and Design; (2) Leonard A. Faiola / Remington & Vernick Engineers; (3) Michael J. McClelland / CME Associates; (4) Glenn R. DiGiovanni / Van Cleef Engineering; (5) Patrick K. Cole/ H2M Associates; (6) David Ksyniak / T and M Associates; and (7) Wiliam F. Bleiler / Keystone Engineering Group, are appointed as Special / Capital Projects Engineers for the one (1) year term commencing on February 22, 2024, and concluding on February 19, 2025.

BE IT FURTHER RESOLVED that the Executive Director and/or Chairman are authorized to enter into a contract with (1) Jordan R. Volk / Colliers Engineering and Design; (2) Leonard A. Faiola / Remington & Vernick Engineers; (3) Michael J. McClelland / CME Associates; (4) Glenn R. DiGiovanni / Van Cleef Engineering; (5) Patrick K. Cole/ H2M Associates; (6) David Ksyniak / T and M Associates; and (7) Wiliam F. Bleiler / Keystone Engineering Group to effectuate this resolution.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding because it involves a member of a recognized profession licensed and regulated by Law and is, therefore exempt under N.J.S.A. 40A:11-5 et seq.

BE IT FURTHER RESOLVED that this appointment is made after request and receipt of proposals in accordance with N.J.S.A. 19:44A-20.5 et seq. under the "Fair and Open Process" for contract awards.

BE IT FURTHER RESOLVED that the Authority shall publish notice of this professional services appointment pursuant to N.J.S.A. 40A:11-5.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- ABSENT

Date: February 21, 2024
R9.2-2024
Exhibits O, P, Q, R, S, T, U, & V

K. Scheduling of Regular Meetings for the Year 2024

Mr. Roguski reported that the meeting dates are scheduled in the agenda and that all the dates are scheduled on the third Wednesday of each month with two exceptions. The third Wednesday in June falls on the Juneteenth holiday, therefore Mr. Roguski suggested that the meeting be scheduled for Tuesday, June 18, 2024. The November meeting will be moved to the second Wednesday of the month to accommodate the AEA Convention that takes place on the third Wednesday in November.

Let the record reflect that Mrs. Morris joined the meeting at 3:17 PM.

The following resolution was presented:

RESOLUTION

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

WHEREAS, N.J.S.A. 10:4-18 requires public bodies at least once annually to post and distribute a schedule of the regular meetings of the public body for the succeeding year, and

WHEREAS, the schedule of regular meetings of the Long Branch Sewerage Authority, including dates, times and locations of meetings, up to and including the Authority 2025 annual reorganization meeting, is attached to the Resolution hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY, that the said schedule of meetings is approved by the Long Branch Sewerage Authority and said schedule of meetings shall be posted and distributed pursuant to N.J.S.A. 10:4-18.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE

Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - AYE

Date: February 21, 2024
R10.2-2024
Exhibit W

L. Bank Account Resolutions

The following resolution was presented:

RESOLUTION

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

BE IT RESOLVED that the following are hereby designated as depositories of the Long Branch Sewerage Authority and that accounts be opened and maintained in the name of the Long Branch Sewerage Authority as follows:

KEARNY FEDERAL SAVINGS

LBSA - Revolving Fund, Collection Account
LBSA - Revolving Fund, Payroll Checking Account
LBSA - Revolving Fund Checking Account
LBSA - Revolving Fund, EFT Checking Account
LBSA - Treasurer Fund, Developer's Escrow

DESIGNATION OF DEPOSITORIES AND TRUSTEE BANKS

Depository Bank: The Bank of New York Mellon
Depository Bank: Kearny Federal Savings and Its Division
Central Jersey Bank
Depository Bank: New Jersey Cash Management Fund
Trustee Bank: The Bank of New York Mellon

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Larco - AYE

Mrs. Morris - AYE

Date: February 21, 2024
R11.2-2024

Mr. Roguski stated that, with Mrs. Morris' arrival, he would like to take a re-vote on the designation of newspapers Resolution.

Let the record reflect that Mr. Fallon arrived at 3:20 p.m.

M. Cash Management Plan

The following resolution was presented:

RESOLUTION

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

WHEREAS, the Authority desires to adopt a Cash Management Plan pursuant to N.J.S.A. 40A:5-14, attached hereto and made apart hereof.

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby adopts the attached Cash Management Plan and that the Authority Executive Director is authorized to execute any documents to effectuate the purpose of this Resolution.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - AYE

Date: February 21, 2024
R12.2-2024
Exhibit X

VI. Public Participation.

Mr. Lepore from 33 Ocean Terrace was present.

Mr. Lepore stated that Correspondence Item No. 13, regarding the ninety-four (94) residential units on the corner of Broadway & Morris Avenue will be discussed at a special planning board meeting on February 29, 2024.

Mr. Lepore reported that Correspondence Item No. 18, the Broadway Gateway Plan, has been adopted by the City Council and will include the development of multiple, 800 square foot, single family homes. Mr. Lepore further stated that the Mayor and Council were not forthcoming regarding this reason for this development and advises that the Authority watch out for this development.

Mr. Lepore stated that Correspondence Item No. 26, 112 Brighton Ave., and Correspondence Item No. 27, 336 Branchport Avenue, were both approved at the Planning Board meeting last night.

Mr. Lepore questioned the vacancy of the Environmental Counsel. Mr. Roguski replied that no proposals were received, and should the need for an Environmental Counsel arise, we will seek counsel at that time.

Mr. Lepore inquired regarding the Special/Capital Projects Engineers, if the reason for the multiple engineers is to obtain different or best solutions for a project. Mr. Roguski replied that is one of the reasons, and further explained that if a Capital Improvement Project arises, we can go to all pre-qualified engineers with the scope of the project and each engineer will develop a proposal. This will allow for many minds working on the same project scope and provide competitive pricing.

Mr. Lepore questioned Correspondence Item No. 22 and asked for clarification regarding the difference between an OPRA request and the Common Right of Law Access. Mr. Bonello replied, the Common Right of Law Access refers to a citizen's absolute right to find out what government agencies are doing and right to copy everything. This is a common law that dates back hundreds of years. Mr. Bonello stated that an OPRA request is more specific and a more formal request.

Mr. Lepore had no further questions and thanked the Board.

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

VII. Miscellaneous Suggestions for the Good of the Authority

Mr. Lepore from 33 Ocean Terrace was present.

Mr. Lepore asked Mr. Roguski if the Authority has any process in place for the monitoring, detection and removal of micro-plastics. Mr. Roguski replied negatively. Mr. Roguski further explained that in the water and wastewater industry, there has been discussion about micro-plastics in the oceans, however there are no regulations currently in place in the wastewater industry.

Mr. Lepore stated that he understands that the Authority decided at the last meeting to create a "Hall of Fame" to honor past employees and members. Mr. Lepore still feels that the Building should have the "surname" for Mr. Joseph Martone and would like to have a presentation ceremony with a plaque.

Mr. Lepore had no further suggestions and thanked the Board.

On Motion by Mr. Riley, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, one absent, no abstain; the Miscellaneous Suggestions for the Good of the Authority portion of the Meeting was closed.

VIII. As to the Minutes of the Regular Meeting of January 17, 2024

On Motion by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of three members present, no nays, one absent, one abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on January 17, 2024, to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

IX. As to the Minutes of the Executive Session held on January 17, 2024, if any

None

X. Correspondence

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

Mr. Roguski explained that there was no action required on any of the correspondence items. Mr. Roguski stated that Correspondence Item No. 24, regarding the emergency sewer repair in front of 583 Patten Avenue will be discussed under New Business.

Mr. Roguski had nothing further to report under correspondence.

**LIST OF CORRESPONDENCE FOR REGULAR MEETING
LONG BRANCH SEWERAGE AUTHORITY
FEBRUARY 21, 2024**

- 1) Affidavit of Publication dated 01/05/24 received 01/12/24 from Asbury Park Press, re: Professionals bid Advertising.
- 2) Certified Letter dated 01/9/24 received 01/12/24 from Ansell Law, re: Block 13 Lot 6/ 2 Elberon Square North/ Applicant seeks approval to construct new in-ground pool
- 3) Certified Letter 01/10/24 received 01/12/24 from Ansell Law, re: 24 Mount Drive/ **NOT LBSA**
- 4) Certified Letter 01/10/24 received 01/12/24 from Ansell Law, re 24 Baker Drive/ **NOT LBSA**
- 5) Certified Letter 01/10/24 received 01/12/24 from Ansell Law, re: 390 Monmouth Rd / **NOT LBSA**
- 6) Certified Letter dated 01/10/24 received 01/16/24 from Lowenthal & Abrams, P.C.re: David Turock/ Accident date 8/31/22/ Accident resulting from manhole
- 7) Certified Letter dated 01/05/24 received 01/16/24 from Civil Engineering Environmental, re: Public Notification/ NJDEP Land Use Regulation Permits / Perimeter Path at Seven Presidents Oceanfront Park
- 8) Copy of Letter dated 01/18/24 received 01/18/24 from Thomas Roguski to Kevin Wolf of NJDEP, re: TWA Permit Extension Request/ TWA No. 23-0500
- 9) Copy of Letter dated 01/18/24 received 01/18/24 from NJDEP to Eric Ballou of Insite Engineering LLC., re: Treatment Works Approval (TWA) Application No.-23-0500/ Lower Broadway Place
- 10) Letter dated 01/04/24 received 01/19/24 from InSite Engineering, re: Utility Availability Request / Sewer Proposed Mixed-Use Building/ 369-375 Broadway/ Block 266 Lots 2.01 & 4
- 11) Copy of Letter dated 01/19/24 received 01/19/24 from Thomas Roguski to Enny Aminian/ Charles Surmonte, Professional Engineer and Land Surveyor, re: Letter of Service Availability/ 30 Grand Ave/ Block 242 Lot 12
- 12) Copy of Letter dated 01/19/24 received 01/19/24 from Thomas Roguski to Kevin Hayes/ InSite Engineering, re: Request for Service Availability/ Sanitary Sewer/ Proposed Mixed-Use Building/ 369-375 Broadway/ Block 266 Lots 2.01 & 4

- 13) Certified Public Notice dated 01/23/24 received 01/25/24 from the City of Long Branch, re 404-410 Broadway/ 425 Morris Ave/ Block 237 Lots 35.02 and 40.01/ Applicant seeks to construct 94 Residential units by rehabilitating existing structures and building new structures.
- 14) Letter dated 01/24/24 received 01/25/24 from French & Parrello Associates, re: Utility Will-Serve Request for 851 Ocean Ave / Block 69 Lot 10
- 15) Letter dated 01/19/24 received 01/25/24 from New Jersey Natural Gas, re: 583 Patten Ave. / Damage Line/ Acc# 22-0022-2440-90
- 16) Letter dated 01/23/24 received 01/26/24 from PV Avenue LLC, re: Notice of Commencement of 30-Day Public Comment Period/ CAFRA Individual Permit Application/ Block 223 Lot 2
- 17) Copy of Letter dated 01/26/24 received 1/29/24 from Colliers Engineering & Design to Irving Peristein of A-to-Z Contractors, Inc., re: Notice to Proceed/ Inflow & Infiltration Improvement Project
- 18) Certified Letter dated 01/26/24 received 01/31/24 from the City of Long Branch, re: Ordinance of the City Long Branch Adopting the Broadway Gateway Redevelopment
- 19) Certified Notice of Hearing dated 01/30/24 received 02/02/24 from Ansell Law, re: Applicant seeks minor subdivision/15 Chery Drive / Block 41 Lot 61/ **NOT LBSA**
- 20) Affidavit of Publication dated 01/26/24 received 02/02/24 from Asbury Park Press, re: Synopsis Report
- 21) Certified Zoning Board Notice of Borough of West Long Branch dated 02/02/24 received 02/05/24, re: 45 Hollywood Ave/ Block 27 Lot 3/ Renovate and remodel the house with additions to the structure
- 22) Letter received 02/13/24 from New Jersey Foundation For Open Government, re: OPRA Request
- 23) Copy of a Letter dated 02/13/24 from Thomas Roguski to Katherine Kile, French & Parrello Associates, re: Service Availability for 851 Ocean Avenue / Block 60 Lot 10
- 24) Letter dated 02/13/24 received 02/13/24 from Colliers Engineering & Design, re: Emergency Sewer Repair/ 583 Patten Ave/ Project LBS-001
- 25) Certified Notice of Hearing dated 02/07/24 received 02/14/24 from Ansell Law, re: 182 Oakwood Ave/ Block 101 Lot 2/ **NOT LBSA**
- 26) Certified Notice of Hearing dated 02/07/24 received 02/14/24 from Ansell Law, re: 112 Brighton Ave/ Block 121 Lot 2/ Applicant seeks preliminary and final major site plan

approval to construct three story building with retail space and four (4) one bedroom addition

- 27) Certified Legal Notice received 02/14/24 from Galway Builders, re: 336 Branchport Ave/ Block 357 Lots 2,3,4 & 5/ Proposed construction of a mixed-use building with 48 residential units with retail and parking space
- 28) Certified Notice of Public Hearing received 02/14/24 from Robert Witek, Esq, re: 71 Dunbar Ave/ Block 213 Lot 19/ Applicant seeks variance to construct wooden raised deck and also masonry brick patio
- 29) Letter dated 02/14/24 received 02/14/24 from InSite Engineering, re: PV Broadway, LLC (Lower Broadway Place) / Sanitary Sewer Updates/ Project No. LBS-295
- 30) Letter dated 02/14/24 received 2/20/24 from Colliers Engineering & Design, re: Engineer's Status Report for February 2024 Meeting

On Motion by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the attached List of Correspondence was ordered, received, and filed.

XI. Report of Executive Director for the February 21, 2024 Authority Meeting

Mr. Roguski reported that there was a daily flow of 5.59 MGD over the last month and the Authority met all limits of the discharge permit.

Mr. Roguski reported that, as mentioned earlier, proposals were received for Professional Services on February 7, 2024. The Legal and Administrative Committee discussed the proposals and made recommendations to award. Mr. Roguski reiterated, as mentioned by Mr. Lepore, that the no bids were received for the Environmental Counsel, and, as such, this position remains vacant. Should the need for an Environmental Counsel arise, we have a list of attorneys we can reach out to with the guidance of Mr. Bonello.

Mr. Roguski stated that the NJWEA 2024 Winter Technology Transfer Seminar will be held at the Eatontown Sheraton on March 4 through 7, 2024. Mr. Roguski further explained that several employees have expressed the desire to attend to obtain the TCH's required to hold their licenses.

The following resolution was presented:

RESOLUTION

Mr. Booth offered the following resolution and moved its adoption; seconded by Mr. Riley

WHEREAS, several of employees have requested permission to attend the New Jersey Water Environmental Association (NJWEA) 2024 Winter Technology Transfer Seminar scheduled for March 4, 2024, to March 7, 2024, 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 this request to attend the New Jersey Water Environmental Association (NJWEA) 2024 Winter Technology Transfer Seminar is hereby approved subject to the Executive Director's scheduling and approval of employees, and

BE IT FURTHER RESOLVED that the participants follow the rules for "Schooling" covered in the appropriate Article in their Contract.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- AYE

Date: February 21, 2024
R13.2-2024

Mr. Roguski reported that the New Jersey Utility Authorities Joint Insurance Fund requires the appointment of a Risk Management Consultant. Mr. Dominic Cinelli of the firm Brown and Brown Metro has served in this position in the past. Mr. Roguski recommends reappointing Mr. Cinelli as the Risk Management Consultant.

The following resolution was presented:

**RESOLUTION
RISK MANAGEMENT CONSULTANT**

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter referred to as the "Authority") is a member of the New Jersey Utility Authorities Joint Insurance Fund (hereinafter referred to as the "Fund"), and

WHEREAS, the bylaws of said Funds require that each Authority appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the term of this Agreement shall be one (1) year. However, this agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter; and

WHEREAS, the Fund's bylaws indicate a minimum fee equal to six percent (6%) of the Authority's assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Authority; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders competitive bidding impractical.

NOW THEREFORE BE IT RESOLVED that the Long Branch Sewerage Authority does hereby appoint a representative of Dominic Cinelli / Brown & Brown Metro, LLC as its Risk Management Consultant in accordance with the Fund's by laws, and

BE IT FURTHER resolved that the Governing Body are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE
Mrs. Morris	- AYE

Date: February 21, 2024
R14.2-2024
Exhibit Y

Mr. Roguski stated that, last month, the Authority authorized an inter-local agreement with the City of Asbury Park for Confined Space Entry Rescue Services. The City of Asbury Park requested an adjustment to the service fee from \$18,360 to \$18,400, an increase of \$40.00 for the year 2024, and an increase from 2% to 2.5% year to year for a three (3) year term contract.

The following resolution was presented:

**RESOLUTION
AUTHORIZING EXECUTION OF INTERLOCAL
AGREEMENT
WITH THE CITY OF ASBURY PARK FOR
TECHNICAL RESCUE SERVICES FOR CONFINED
SPACE ENTRY**

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter referred to as the "Authority") has a need for a confined space entry rescue service; and

WHEREAS, previously ratified R3.1-24 is void and replaced with the resolution hereon; and

WHEREAS, the City of Asbury Park has a confined space entry rescue team; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) promotes the broad use of shared services as a technique to reduce local expenses funded by property taxes; and

WHEREAS, the City of Asbury Park and the Authority are desirous of entering into an agreement for the providing of Technical Rescue Services for confined space entry to the Authority.

THEREFORE, BE IT RESOLVED that the Long Branch Sewerage Authority hereby authorizes the execution of an interlocal agreement with the City of Asbury Park for Technical Rescue

Services for confined space entry, for the years 2024, 2025, and 2026, on terms and conditions similar to those in the attached agreement.

BE IT FURTHER RESOLVED that the Authority Chairman and/or Executive Director are authorized to sign any documents necessary to effectuate this resolution.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - AYE

Date: February 21, 2024
R15.2-2024
Exhibit Z

Mr. Roguski stated that he would like the Authority to join the Sourcewell Cooperative Purchasing Program, as it will provide the access to economies of scale for select products and services. Mr. Roguski also stated the Sourcewell Cooperative Purchasing Program has Jet-Vac trucks, which we are currently looking at and will be presented at the March meeting. Mr. Roguski further stated that we have been part of this cooperative since 2009 under a different name. Since the name has changed, Mr. Roguski wants to be on record that we are part of the co-op under the current name so there is no confusion in the future.

The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority hereby desires to become a member of the Sourcewell Cooperative Purchasing Program, effective February 21, 2024; and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Long Branch Sewerage Authority is authorized to join the Sourcewell Cooperative Purchasing Program, and is authorized to execute an application and/or agreement for such membership.

BE IT FURTHER RESOLVED that the Authority Chairman and/or Executive Director are authorized to sign any documents necessary to effectuate this resolution.

ROLL CALL:

Mr. Riley - AYE
Mr. Booth - AYE
Mr. Brown - ABSENT
Mr. Larco - AYE
Mrs. Morris - AYE

Date: February 21, 2024
R16.2-2024
Exhibit AA

Mr. Roguski had nothing further to report.

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

XII. Report by Authority Counsel of the Activities of that Office and of Actions taken since January 17, 2024

Mr. Bonello reported has nothing to add from what was already discussed.

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

XIII. Report by Authority Auditor of the Activities of that Office and of Actions taken since January 17, 2024

Mr. Fallon had nothing to report.

On Motion by Mr. Booth, seconded by Mr. Riley 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 be, and they are in all respects, approved, confirmed and ratified.

XIV. Report by Authority Consulting Engineer of the Activities of that Office and of Actions taken since January 17, 2024

Ms. Lechner reported regarding the Sanitary Sewer Railroad Crossing Study and Improvements Project, the contractor has completed the cleaning and televising of the crossings and the lining is to begin the week of March 4, 2024.

The Hoey Pump Station Force Main Replacement is awaiting final approval for project close-out with the NJDEP.

Regarding the Sludge Holding System Modifications and Final Settling Tank Improvements Project, Colliers is awaiting outstanding items with the Contractor for project close-out.

Regarding the I & I Study and Improvements Project, Colliers is currently working on shop drawings and awaiting a construction schedule from the contractor.

There is no update regarding the Solar Feasibility Study.

The Planning Documents for the Infrastructure Bill are still under review with NJIB, the first being for the Wastewater Treatment Plant and the second is for the Collection System.

Regarding the WWTP Expansion Study, a proposal meeting is scheduled for the first week in March.

The Hoey Pump Station Improvements Project design is in progress and Colliers is finalizing the new pump selections.

There is no update on the Sixth Avenue Sewer Replacement Project.

The GIS Upgrade training is scheduled for tomorrow.

The Patten Avenue Emergency Repair that was performed last week will be discussed under New Business.

Ms. Lechner had nothing further to report.

On Motion by Mr. Riley, 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 Engineer of and with regard to each and all of the foregoing items be, and they are in all respects, approved, confirmed and ratified.

XV. Transfers, if any.

The transfers are as listed.

The following Resolution was moved by Mr. Booth, seconded by Mr. Riley and passed by the affirmative vote of all members present, no nays, one absent, no abstain, approving the Authority Transfers for the month of January 2024 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 21th DAY OF FEBRUARY 2024 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT that the Authority hereby approves the Transfers made for the month of January 2024 as submitted by the Executive Director and orders said report received and filed

XVI. As to Bills submitted for payment by Long Branch Sewerage Authority for the February 21, 2024 Authority Meeting

The following Resolution was moved by Mr. Riley, seconded by Mr. Booth 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 21th DAY OF FEBRUARY 2024 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of January 2024 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.

XVII. Report, if any, by Investment Committee.

None

XVIII. Old Business.

None

XIX. New Business

Mr. Roguski reported regarding the emergency declaration and repairs of the 18" sanitary sewer line fronting 583 Patten Avenue. Mr. Roguski explained that a sinkhole developed causing a public health and safety concern. Mr. Roguski reviewed the situation with Mr. Volk and Ms. Lechner of Colliers Engineering and Design, and it was determined that an emergency repair was appropriate. In order to get the emergency repaired quickly, a quote was received from Burke Construction / Sewer Rat to perform the repair. This was a difficult repair due to high ground water. Burke Construction began the repairs at 7:00 am on Thursday and finished at 11:00 pm on Friday working for forty (40) hours straight with rotating crews. Mr. Roguski reported that he is currently negotiating the final cost of this repair, which looks likely to be in the mid to high eighty thousand. This procurement was done under the "Emergency Procurement Law" N.J.S.A. 40A:11-6 which authorizes the Authority to award a contract of this nature without advertising subject to an emergency being declared. Mr. Roguski stated that there will be a resolution presented next month once the final cost is known.

Mr. Roguski reported that while we do have an Emergency Repair Contract with Mark Woszczak, due to medical reasons, Mr. Woszczak was unable to perform this repair.

Mr. Larco inquired if contractors can be pre-qualified, so we are not reliant on one contractor for emergencies. Mr. Roguski replied that we can do that for professionals, but he is unsure if that can be done with contractors. He would have to investigate that option.

The following resolution was presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter referred to as the "Authority") experienced an emergency with respect to the condition of the 18" sanitary sewer main beneath the sidewalk fronting 583 Patten Avenue; and

WHEREAS, the Local Public Contracts Law permits the award of emergency contracts pursuant to N.J.S.A. 40A:11-6 subject to certain criteria; and

WHEREAS, the Authority's Consulting Engineer, Colliers Engineering and Design, has certified an emergency existed and has recommended a declaration of an emergency to repair the subject sanitary sewer main in their letter, dated February 13, 2024, attached hereto and made a part hereof; and

WHEREAS, an emergency purchase pursuant to NJSA

40A:11-6 may be awarded without advertisement for bids or bidding in that an emergency affecting the public health, safety, and welfare requires the immediate performance of the service; and

WHEREAS, there was the need for emergency sanitary sewer main repairs to the 18" sanitary sewer main beneath the sidewalk fronting 583 Patten Avenue and the condition of the 18" sanitary sewer main presented danger to the health, safety, and welfare of the location residents, as stated by the Authority's Consulting Engineer in their referenced February 13, 2024 letter. Therefore, such contract may be awarded without competitive bidding as permitted by NJSA 40A:11-6; and

WHEREAS, the Authority has received a pricing schedule from Burke Construction, Inc./Sewer Rat Trenchless Solutions, in their proposal, dated February 9, 2024, attached hereto and made a part hereof; and

WHEREAS, the Authority's Consulting Engineer recommended that the Authority proceed with authorizing of the emergency repair work to Burke Construction, Inc./Sewer Rate Trenchless Solutions, in their referenced February 13, 2024 letter; and

WHEREAS, the emergency services are set forth in the pricing schedule denoted on the proposal received from Burke Construction, Inc./Sewer Rat Trenchless Solutions, dated February 9, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority is authorized to award a contract for emergency services per N.J.S.A. 40A:11-6 to Burke Construction, Inc./Sewer Rate Trenchless Solutions, per the pricing schedule in their proposal dated February 9, 2024.

BE IT FURTHER RESOLVED that the Authority Chairman and/or Executive Director are authorized to sign any documents necessary to effectuate this resolution.

ROLL CALL:

Mr. Riley	- AYE
Mr. Booth	- AYE
Mr. Brown	- ABSENT
Mr. Larco	- AYE

Mrs. Morris - AYE

Date: February 21, 2024

R17.2-2024

Exhibit BB & CC

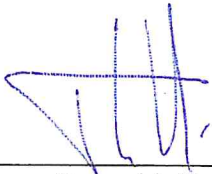
Mr. Roguski discussed a refunding opportunity regarding the 2014 Bonds for Capital Improvements which was initially issued for just over nine (9) million dollars. Mr. Roguski explained that the Authority is able to refinance on a tax-exempt basis since the bond is over ten (10) years old. Mr. Roguski was approached by RBC regarding an opportunity to refinance this bond. During a conference call with Mr. Roguski, Jason Capizzi (Bond Counsel) and Phoenix Advisors (Municipal Advisers), it was determined that the savings would be approximately \$500,000.00 over the term of the loan which matures in 2039. Mr. Roguski stated that Mr. Capizzi and a representative from Phoenix Advisors will attend the March meeting to explain the details of the refinancing option.

Mr. Roguski had nothing further to discuss under New Business.

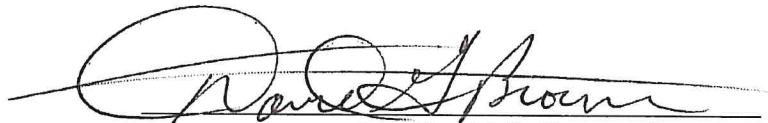
XX. Adjournment at 3:53 p.m.

There being no further business, on Motion by Mr. Riley, seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the meeting was adjourned 3:53 p.m.

Respectfully submitted,



Thomas Roguski, Executive Director



David G. Brown, Secretary