

LONG BRANCH SEWERAGE AUTHORITY

MINUTES OF THE REGULAR MEETING

JUNE 18, 2025

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

A Regular Meeting of the Long Branch Sewerage Authority was called to order at 3:00 p.m., prevailing time, on Wednesday, June 18, 2025, by the Executive Director, Thomas Roguski, both in person and electronically via telephonic communication conference call, attended by Mr. Riley, Mr. Booth, Mr. Brown, Mr. Larco, and Mrs. Morris.

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; John McKelvey, P.E., of the firm Colliers Engineering and Design, Authority Engineer; Charles J. Fallon, CPA, RMA, of the firm Fallon & Company LLP, Authority Auditor; and Elisabete Vieira, Secretary.

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2025, has been provided by publication thereof in the *Link News* on February 24, 2025 as a "legal" advertisement, in the *Asbury Park Press* on February 26, 2025 as a "legal" advertisement and in the *Coaster* on February 27, 2025 as a "legal" advertisement, and by forwarding duplicates thereof on February 20, 2025, 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.

Mr. Lepore from 33 Ocean Terrace was present via telephonic communication.

Mr. Lepore stated that, at the last meeting, it was mentioned regarding PFAS chemicals and the environmental attorney. He questioned if the Authority has considered joining other authorities and secure one environmental attorney to pursue and go after the funds.

Mr. Roguski answered that in the past there was a group called the Ocean Dischargers Group where the Authorities would collectively discuss any issues with the DEP. This group would again discuss PFAS limits with DEP if needed. At this time, the Authority would like to be proactive and look to the future regarding any PFAS funding available. Mr. Roguski did state that Mr. Lepore made a good point. Mr. Roguski also reported that the environmental attorney

provided his proposal to the Authority yesterday which will be reviewed at next month's meeting.

Next, Mr. Lepore noticed that on the bill pay list there was an invoice for Duke's Root Control, and he questioned if the Authority didn't have the equipment regarding the root issue rather than paying a contractor. Mr. Roguski replied that the Authority has the equipment to chain-cut some of the roots, but chain-cutting roots out of a pipe can also cause damage to the pipe itself. He continued that, in this case, Duke's injects foaming herbicide into the pipe, which locally kills the roots. This process requires a license which the Authority does not have.

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

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

V. Miscellaneous Suggestions for the Good of the Authority

Mr. Lepore from 33 Ocean Terrace was present via telephonic communication.

Mr. Lepore suggested and questioned whether the Authority has ever considered internships for future Authority employees. Mr. Roguski answered affirmatively. He stated that it has been considered in the past and one of the concerns that came up is having young high school-age individuals around the plant as it can get dangerous due to all the heavy equipment. Further, the Authority's Risk Manager advised against this due to liability concerns. He said if there's a vocational school like Monmouth County Vocational that would like to create a program where there would be insurance and some training ahead of time, then it would be something to consider in partnership with the school.

Mr. Lepore suggested that the Authority join other local authorities and investigate this further to maybe try to come up with a plan.

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

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

VI. As to the Minutes of the Regular Meeting of May 21, 2025

On Motion by Mr. Brown seconded by Mrs. Morris and passed by the affirmative vote of all members present, no nays no absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on May 21, 2025, to be dispensed with and that such Minutes be, and they are hereby, approved as recorded and circulated.

VII. As to the Minutes of the Executive Session held on May 21, 2025, if any

None

VIII. Correspondence

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

Mr. Roguski reported that Correspondence Item Nos. 8, 13, and 16 are application close-out recommendations from Colliers Engineering & Design.

The following resolutions were presented:

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to approve and closeout the application, release the performance bond and release remaining escrow funds for the Pax Plaza / 19 Third Ave. / Block 281, Lot 1.01, and

WHEREAS, the Authority's Consulting Engineer, Colliers Engineering and Design, has recommended approval and closeout of said application, release of said performance bond and release of said remaining escrow funds as per and conditional upon items referenced in their letter, dated May 29, 2025, attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby approves and closes out the application, releases said performance bond and releases said remaining escrow funds for the Pax Plaza / 19 Third Ave. / Block 281, Lot 1.01, as per the recommendation of the Authority's Consulting Engineer and conditional upon items referenced in the above referenced letter, and

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 - AYE
Mr. Larco - AYE
Mrs. Morris - AYE

Date: June 18, 2025
R1.6-25
Exhibit A

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to approve and closeout the application, release the performance bond and release remaining escrow funds for the 185 Morris Avenue Plaza / 185 Morris Ave. / Block 229, Lot 28, and

WHEREAS, the Authority's Consulting Engineer, Colliers Engineering and Design, has recommended approval and closeout of said application, release of said performance bond and release of said remaining escrow funds as per and conditional upon items referenced in their letter, dated June 5, 2025, attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby approves and closes out the application, releases said performance bond and releases said remaining escrow funds for the 185 Morris Avenue Plaza / 185 Morris Ave. / Block 229, Lot 28, as per the recommendation of the Authority's Consulting Engineer and conditional upon items referenced in the above referenced letter, and

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 - AYE
Mr. Larco - AYE
Mrs. Morris - AYE

Date: June 18, 2025
R2.6-25
Exhibit B

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") desires to approve and closeout the application, release the performance bond and release remaining escrow funds for the 20 Third Ave. / Block 276, Lots 7, 9 and 13.01, and

WHEREAS, the Authority's Consulting Engineer, Colliers Engineering and Design, has recommended approval and closeout of said application, release of said performance bond and release of said remaining escrow funds as per and conditional upon items referenced in their letter, dated June 9, 2025, attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority hereby approves and closes out the application, releases said performance bond and releases said remaining escrow funds for the 20 Third Ave. / Block 276, Lot 7, 9 and 13.01 as per the recommendation of the Authority's Consulting Engineer and conditional upon items referenced in the above referenced letter, and

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 - AYE
Mr. Larco - AYE
Mrs. Morris - AYE

Date: June 18, 2025
R3.6-25
Exhibit C

Mr. Roguski reported that Correspondence Item No. 18 is a unit change request that came in on April 22, 2025, however the property owner didn't disconnect the property until just recently at which time it was inspected. This is a two-family residence that is being demolished, and a single-family home will be constructed.

The following resolution was presented:

RESOLUTION

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

WHEREAS, Janardhan R. Vala, has requested a reduction in the number of units from two (2) to one (1) for service billing at 478 Second Ave., Block 145, Lot 3, in an application to the Executive Director received April 22, 2025 which is attached hereto and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under Account #3344-0, and

WHEREAS, the Authority inspector has made a physical inspection of said property and the property is presently temporarily disconnected and will constitute one (1) unit for service per application made and plans provided for future construction.

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 478 Second Ave., Block 145, Lot 3, is hereby reduced from two (2) to one (1) unit as of the third quarter 2025 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 Authority Chairman and/or Executive Director are authorized to execute any documents necessary to effectuate this resolution.

ROLL CALL:

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

Date: June 18, 2025
R4.6-25
Exhibit D

Mr. Roguski wanted to bring to the Boards attention Correspondence Item No. 22 which is a letter from Mantis Innovation regarding energy prices. He mentioned that as everyone is aware energy prices have gone up, effective June 1, 2025. He continued to state that it also affects the Authority energy prices even with locked bids. The increase went through in the PMJ, or Pennsylvania, Maryland, and New Jersey, service area and is considered a change in law.

Mr. Roguski stated that the cost increase will be a direct pass-through from our electricity supplier. He explained that once the Authority gets the first bill, it will be forward to our energy professional for review. Unfortunately, there will be some pressure on the Authority's budget due to the increase.

He mentioned that another issue that might affect the Authority's budget is a cut to federal funding to the New Jersey I-Bank, which is proposed to be cut by about eight-night (89) percent. This is not completely finalized, but is in progress. Mr. Roguski explained that the money the Authority was looking for in principal forgiveness may not be available going forward, which in turn will affect the Authority's budget.

Mr. Roguski had nothing further to report.

LIST OF CORRESPONDENCE FOR REGULAR MEETING

LONG BRANCH SEWERAGE AUTHORITY

JUNE 18, 2025

- 1) Letter dated 05/19/25 received 05/19/25 from Rapid Pump & Meter Service Co., re: Hoey Pump Station Improvements/ Contract LBS-0330/ Request for Extension of Contract time

- 1) Letter dated 05/19/25 received 05/21/25 from Colliers Engineering & Design, re: Contract Documents / Hoey Pump Station Improvements/LBS-0330
- 2) Letter dated 05/07/25 received 05/12/25 from Nelson Engineering Associates, Inc. re: IAN Holdings, LLC/ 85 Chelsea Ave/ Block 287.01 Lot 21
- 3) Letter dated 05/21/25 received 05/21/25 from InSite Engineering, re: 90 Oakwood Ave/ Block 102 Lots 1 & 57/ Proposed Religious Building / **WLB**
- 4) Letter dated 05/21/25 received 05/21/25 from Thomas Roguski to Kevin Hayes of InSite Engineering, re: Proposed for Service Availability: Sanitary Sewer /Proposed Religious Building/ 90 Oakwood Ave/ Block 102 Lots 1 & 57
- 5) Letter dated 05/23/25 received 05/27/25 from Morgan Engineering & Surveying, re:404-410 Broadway and 435 Morris Avenue / Block 237 Lots 35.02 & 40.01) / Applicant: Ashlar Place, LLC
- 6) Letter dated 05/28/25 received 05/28/25 from Krenkel & Krenkel, LLC, re: 161 Wardell Place/ Block 161 Lot 26/ Will Serve Letter Request
- 7) Copy of letter dated 05/29/25 received 05/29/25 from Thomas Roguski to Lisa Krenkel, re: Letter of Service Availability: Sanitary Sewer for 161 Wardell Place/ Block 161 Lot 26

ACTION

- 8) Letter dated 05/29/25 received 05/30/25 from Colliers Engineering & Design, re: Pax Plaza Closeout Recommendation / 19 Third Ave/ Block 280 Lot 1.01
- 9) Certified letter dated 05/30/25 received 06/02/25 from NJDEP, re: North Light, LLC. /305 Broadway/ Block 268 Lots 1-7, 32 & 33
- 10) Notice of Hearing received 06/02/25 from City of Long Branch Zoning, re: 689 Broadway / Block 243 Lot 29
- 11) Letter dated 06/02/25 received 06/02/25 from InSite Engineering, re: Utility Availability Request Sewer/ Proposed Subdivision/ 101 Franklin Ave/ Block 217 Lot 30
- 12) Copy of letter dated 06/04/25 received 06/04/25 from Thomas Roguski to Hope Maguire, re: Letter of Service Availability: Sanitary Sewer/ 101 Franklin Ave / Block 217 Lot 30

ACTION

- 13) Letter dated 06/05/25 received 06/05/25 from Colliers Engineering & Design, re:185 Morris Ave Plaza/ Block 229 Lot 28/ Closeout Recommendation
- 14) Certified Zoning Board of West Long Branch dated 06/06/25, re: 21 Dennis Street/ NOT LBSA

15) Copy of letter dated 06/09/25 received 06/09/25 from Colliers Engineering & Design to Nelson Engineering, re: 112 Brighton Ave/ Block 121 Lot 2

ACTION

16) Letter dated 06/09/25 received 06/09/25 from Colliers Engineering & Design, re: 20 Third Avenue/ Block 276 Lots 7,9 and 13.01/ Closeout Recommendation

17) Certified letter dated 06/04/25 received 06/09/25 from Ansell Law, re: 101 Franklin Ave/ Block 217 Lot 30

ACTION

18) Unit Change request dated 04/22/25 received 04/22/25 from Janardhan Vala, re: 478 Second Ave/ Block 145 Lot 3 / Unit request from two (2) to one (1)

19) Letter dated 06/11/25 received 06/11/25 from Colliers Engineering & Design, re: Engineer's Status Report

20) Certified letter dated 06/02/25 received 06/11/25 from Paul Edinger, ESQ, re: 333-335 Joline Ave/ Block 223 Lot 12 & 13/ Application is to secure the issuance of a certification of pre-existing nonconformity

21) Notice from Mantis Innovation received 06/11/25, re: Energy Prices

22) Letter dated 06/12/25 received 06/12/25 from Colliers Engineering & Design, re: Contract Documents for Hoey Pump Station Improvements

23) Letter dated 06/12/25 received 06/12/25 from InSite Engineering, re: Sephardic Torah Center/ Block 95 Lots 5.01 & 5.02

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

IX. Report of the Executive Director for the June 2025 Authority Meeting

Mr. Roguski reported that over the last month the Authority treated an average daily flow of 2.37 MGD and has met all limits of our discharge permit.

Mr. Roguski stated that once the 2024 Audit is complete, the Authority Auditor will begin the 2025 Connection Fee and Reactivation Fee Calculations, The 2025 Connection Fee and Reactivation Fee Calculations will subsequently be presented to the Board, and a public hearing meeting will be scheduled.

On Motion by Mr. Booth, seconded by Mr. Brown and passed by the affirmative vote of all members present, no nays, no 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.

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since May 21, 2025

Mr. Bonello stated that it was a very quiet month, and that he didn't have anything to report at this time.

On Motion by Mr. Brown seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, no absent, no abstain, all actions taken, and dispositions made by the Authority Counsel of and regarding each and all the foregoing items be, and they are in all respects approved, confirmed, and ratified.

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since May 21, 2025

Mr. Fallon reported that they have been working on the 2024 Audit for the last two weeks and everything is going as scheduled. He indicated that the audit should be presented shortly.

Mr. Fallon had nothing further to report.

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

XII. Report by Authority Consulting Engineer of the Activities of that Office and of Actions taken Since May 21, 2025

Mr. McKelvey reported that the -08 and -09 I-Bank projects are being finalized. They should be completed by the end of the month, early July at the latest.

He stated that the Hoey Pump Station project is moving forward. The contracts have been executed, and they should distribute it to the Authority shortly. Colliers Engineering and Design are also in the process of reviewing the shop drawings.

Regarding the NJDOT Bridge over Troutmans Creek, a submission was sent to Colliers Engineering and Design for review for which comments were provided to the DOT engineer.

Lastly, Mr. McKelvey stated that the development projects are quiet at this time except for a few inspections and a couple of new projects.

Mr. McKelvey had nothing further to report.

Mr. Roguski addressed Mr. Brown in response to a question that he had last month in reference to making a 4-lane road on Rt 36. Mr. Roguski spoke with the DOT engineer who

indicated that there is no talk of widening Route 36. Also, the bridge that's being installed is not going to be wider than the existing bridge. Mr. Brown thanked Mr. Roguski for the information.

On Motion by Mr. Brown, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, all actions taken, and dispositions made by Authority Consulting Engineer of and about each and all the foregoing items be, and they are in all respects, approved, confirmed, and ratified.

XIII. Transfers, if any.

The transfers are as listed.

The following Resolution was moved by Mr. Booth, seconded by Mr. Brown, and passed by all affirmative vote of all members present, no nays, no absent, no abstain, approving the Authority Transfers for the month of May 2025 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 18TH DAY OF JUNE 2025 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT THAT THE AUTHORITY HEREBY APPROVES THE TRANSFERS MADE FOR THE MONTH OF MAY 2025 AS SUBMITTED BY THE EXECUTIVE DIRECTOR AND ORDERS SAID REPORT RECEIVED AND FILED.

XIV. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of May 2025

The following Resolution was moved by Mrs. Morris, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, no absent, no abstain.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 18th DAY OF JUNE 2025 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of May 2025 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.

XV. Report, if any, by Investment Committee.

No report from the investment committee.

XVI. Old Business.

No old business.

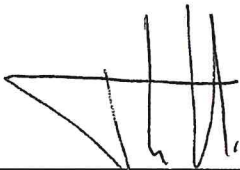
XVII. New Business

Mr. Roguski stated that he would like to discuss new capital improvement projects. He said that the Authority would like to request proposals from our Special/Capital Engineers. Mr. Roguski said that next year there is still the potential for principal forgiveness availability through state budgets that were passed years prior. He explained that the Authority has been successful in getting two (2) million dollars principal forgiveness in the past. There are a few improvements needed at the plant and collection system that need to get done this time around. The following were indicated: (1) replacement of methane gas covers on the digesters; (2) replacement of the emergency effluent pumps that are showing their age; and, (3) replacement of select pipes in the collection system. The Board authorized Mr. Roguski to request proposals from the Special/Capital Engineers.

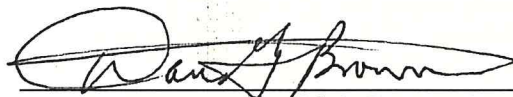
XIII. Adjournment at 3:24 p.m.

There being no further business, on Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the meeting was adjourned at 3:24 p.m.

Respectfully submitted,



Thomas Roguski, Executive Director



David G. Brown, Secretary