

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

June 21, 2017

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		
Frank Blaisdell	Asst. Secretary/ Treas.		
Laurie Hartnett	Executive Director		
Dave Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Thomas Roguski	Staff Engineer		
Nicole Woods	Secretary		

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2017, has been provided by publication thereof in the *Link* on February 23, 2017, as a “legal” advertisement and in the *Asbury Park Press* on February, 25 2017, as a “legal” advertisement and by forwarding duplicates thereof on February 17, 2017, 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 May 17, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, May 17, 2017, 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 May 17, 2017, if any **(NONE)**

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on May 17, 2017, 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**

June 21, 2017

1. Copy of a letter dated 5/18/17 received 5/18/17 from Tom Roguski to Michael Kelly, re: 14-18 Renwick Place – Marina
2. Registration packet received 05/17/17 from NJ Utility Authorities Joint Insurance, re: Safety Expo 2017 on June 23, 2017 & September 29, 2017
3. Letter dated 5/15/17 received 5/18/17 from State of New Jersey, Department of Environmental Protection, re: Notice of Amendments to the Capacity Assurance Program
4. Letter dated 5/18/17 received 5/19/17 from Jeffery Landry, Ray Palmer Associates, Inc., re: WWTP Flood Barrier Installation Project
5. Copy of a letter dated 5/19/17 received 5/19/17 from Tom Roguski to Joji Thomas, Thomas Controls, Inc., re: WWTP Electrical Systems Improvements
6. Copy of a letter dated 5/19/17 received 5/19/17 from Tom Roguski to Joseph Sole, Electro Maintenance, Inc., re: WWTP Electrical Systems Improvements
7. Copy of a letter dated 5/19/17 received 5/19/17 from Tom Roguski to Brian Leary, Valiant Power Group, Inc., re: WWTP Electrical Systems Improvements
8. Copy of a letter dated 5/19/17 received 5/19/17 from Tom Roguski to Frank Pingatore, Electric Design & Construction Corp., re: WWTP Electrical Systems Improvements
9. Letter dated 5/17/17 received 5/22/17 from State of New Jersey, Department of Environmental Protection, re: Invoice for FY2017 New Jersey Pollutant Discharge Elimination System Fee.
10. Unit Change Application dated 5/22/17 received 5/22/17 from Robert Nick, re: 671 Art Street/ Block 343 Lot 26
11. Certified Notice of Public Hearing received 5/23/17 from Martin A. McGann Jr., Esq., re: 270-280 Highway 36 / Block 67 Lot 3.02, West Long Branch
12. Open Public Record Request dated 5/24/17 received 5/24/17 from Gina Gros, Gallas Survey Group, re: 600 Broadway/ Block 239 Lots 1,5,15,17 & 18
13. Agenda and Reports received 5/25/17 for the Toms River MUA Meeting on May 24, 2017

14. Letter dated 5/23/17 received 5/26/17 from The English Group, LLC, re: Public Notice, Block 397, Lots 17.03, 17.04, 16.07 & 16.06
15. Letter dated 5/25/17 received 5/26/17 from In-Site Engineering, re: Pier Village III Urban Renewal Co. LLC., Block 222 Lots 1-14, 15.01, 15.02, 22 & 23
16. Affidavit of Publication dated 5/26/17 received 6/1/17 from Asbury Park Press, re: 2016 Audit Synopsis
17. Copy of a letter dated 6/2/17 received 6/2/17 from Tom Roguski to Jason L. Fletcher, P.E., In-Site Engineering, LLC, re: The Bluffs / Sea Star Ocean Homes, Block 216 Lots 11, 12 & 24
18. Copy of a letter dated 6/2/17 received 6/2/17 from Tom Roguski to Jason L. Fletcher, P.E., In-Site Engineering, LLC, re: 345 Ocean Blvd., Block 216 Lot 14.01
19. Copy of a letter dated 6/2/17 received 6/2/17 from Tom Roguski to John Buletza, P.E., Nelson Engineering Associates, Inc., re: Mark Built Properties at Long Branch, Block 216, Lots 9, 10 & 25
20. Meeting Cancellation Notice dated 6/1/17 received 6/5/17, re: Monmouth County Area Wide Quality Management Plan Meeting rescheduled for Wednesday July 5, 2017
21. Certified Notice of Hearing dated 5/30/17 received 6/6/17 from Peter S. Falvo, Esq. of Ansell, Grimm & Aaron, P.C., re: Block 113 Lots 8 & 9, West Long Branch
22. Irrevocable standby letter of credit received 6/6/17 from Sun National Bank, re: Takanassee Developers, Block 60 Lots, 11, 11.02, 12.01, 12.02 & 13
- ACTION** 23. Letter dated 6/7/17 received 6/7/17 from Maser Consulting, re: 2014 Collection System Rehabilitation Project – Payment No. 15
24. Certified Legal Notice dated 6/5/17 received 7/8/17 from Dr. & Mrs. Kenneth Granet, re: Block 46 Lot 43, West Long Branch
- ACTION** 25. Letter dated 6/12/17 received 6/12/17 from Tom Roguski, re: Block 343 Lot 26, 671 Art Street
26. Certified Letter dated 6/7/17 received 6/13/17 from Jennifer Krimko, Esq. from Ansell Grimm & Aaron, re: Block 55 Lot 25 / 80 Cooper Ave
27. Certified Public Notice dated 6/2/17 received 6/13/17 from Sara & Alan Srour, re: Block 54 Lots 34, 35, 36 & 37 / 26 Girard Ave
28. Application for a temporary disconnect received 6/14/17 from Christopher Venn, re: Block 462 Lot 6 / 2 Manahassett Park Drive

29. Email dated 6/14/17 received 6/14/17 from PERMA Risk Management Services, re: NJUA JIF – 2018 Underwriting Renewal Process
30. Letter dated 6/14/17 received 6/14/17 from David A Kaplan, CPA, RMA, re: Connection Fee
31. Award dated 2/22/17 received 6/15/17 from NJUA-JIF, re: 2 Years Lost Time Accident Free 2015-2016

VIII. Report of Executive Director for May 2017

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 May 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of May 2017 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 May 17, 2017.

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 May 17, 2017.

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

Blaisdell	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

XII. As to Insurance Committee

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

XIII. Report, if any, by Investment Committee

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

Blaisdell	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

XIV. Transfers, if any

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

Blaisdell	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

XV. Old Business

A. Engineer's Report on Redevelopment Projects

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

B. Future Capital Improvement Program

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

C. Collection Systems Rehabilitation

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

D. Electrical Substation

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

XVI. New Business

XVII. Miscellaneous Suggestions for Good of Authority

XVIII. Adjournment at _____ o'clock p.m.

Motion by _____, seconded by _____ that the meeting be adjourned.

Blaisdell	Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT	

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #15, from P.M. Construction Corp., and

WHEREAS, this request for payment is in the amount of \$8,827.88, and

WHEREAS, the Authority Engineer, Susan S. Brasefield, has recommended payment of this request, per her letter dated June 7, 2017, attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves payment of request #15 to P.M. Construction Corp. in the amount of \$8,827.88.

ROLL CALL:

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

Date: June 21, 2017

R

Exhibit

RESOLUTION

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

WHEREAS, Mr. Robert Nick has requested a decrease in the number of units from 2 to 1 for service billing in an application to the Executive Director received May 22, 2017, which is attached hereto to this Resolution and made a part hereof, for said property being serviced by the Long Branch Sewerage Authority under account #7991-0, and

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes 1 units for service billing as per his letter attached hereto to this Resolution and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the number of units for service billing on said property, which is known as 671 Art Street, is hereby decreased from 2 to 1 as of the third quarter 2017 and that in the event of a change of use on said property, the Authority reserves its right to assess a connection or reconnection fee.

BE IT FURTHER RESOLVED that the Executive Director be authorized to execute any further documents or instruments necessary to effect this Resolution.

ROLL CALL:

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

Date: June 21, 2017

R

Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore advertised with Emex LLC for receipt of bids for natural gas generation services, and

WHEREAS, in response thereto the Authority has received bid results from Emex LLC., bid amounts as specified on the email attached hereto and made a part hereof, and

WHEREAS, in accordance with law, the Authority is required to award the contract for natural gas generation services for a period of two years to the lowest responsible bidder, and

NOW THEREFORE BE IT RESOLVED, that

1. The Long Branch Sewerage Authority hereby awards its contract for natural gas generation services to South Jersey Energy in the amount of \$ 0.447 per Therm for a two year contract.

2. The Authority is authorized to enter into a contract with South Jersey Energy for the purposes expressed hereinabove.

3. The Authority Chairman and Executive Director are authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date:

R

Exhibit

RESOLUTION

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

WHEREAS, David A. Kaplan, Long Branch Sewerage Authority Auditor, has made a written report to the Authority dated June 14, 2017, attached hereto and made a part hereof, regarding the recalculation of the Authority's connection fee Pursuant to N.J.S.A. 40:14A-8; and

WHEREAS, said report recalculates the connection fee at \$4,205.00 per unit and a per gallon per day connection fee of \$21.52 per gallon for all non-residential connectors, and

WHEREAS, this new connection fee will take effect upon ratification by the Authority after a public hearing scheduled for July 19, 2017, and

WHEREAS, N.J.S.A. 40:14A-8 requires that notice of the proposed change in the connection fee and the time and place of the public hearing be published in at least two newspapers and mailed to the clerk of each municipality serviced by the Authority at least twenty days before the date the hearing is held and the new connection fee may take effect, and

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

1. The Authority connection fee shall be decrease from \$4526.00 to \$4,205.00 per unit, and a per gallon per day connection fee of \$21.52 per gallon for all non-residential connectors, subject to ratification by the Authority after a public hearing scheduled for July 19, 2017 at 2:45 p.m., and that the Authority's Rules and Regulations are amended accordingly.

2. All other terms of the existing Rules and Regulations remain in full force and effect.

3. Pursuant to law, notice of the proposed connection fee and time and place of the connection fee public hearing shall be published in the Link and the Asbury Park Press and sent to clerks of the municipalities serviced by the Authority.

ROLL CALL:

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

Date:

R

Exhibits

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