

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

August 16, 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		
L. Frank Blaisdell	Asst. Secretary/ Treas.		
Laurie Hartnett	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Susan Brasfield	Engineer		
Thomas Roguski	Staff Engineer		
Liz Vieira	Secretary		

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 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 July 19, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, July 19, 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 July 19, 2017 if any (**NONE**)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on July 19, 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**

August 16, 2017

- 1) Temporary Disconnection application dated 7/19/17 received 07/20/17 from Manuel Serra, re: 45 Ocean Terrace/ Block 302 Lot 19
- 2) Letter dated 07/14/17 received 07/20/17 from State of New Jersey DEP, re: Treatment Works Approval No. 17-0251/ The Bluffs/ Sea Star Ocean Homes located along 276, 286 and 290 Ocean Ave, Block 216 Lots 11, 12 and 24
- 3) Agenda and Reports for the JIF Meeting held at the Toms River MUA on July 26, 2017
- 4) Letter dated 07/17/17 received 07/21/17 from State of New Jersey DEP, re: Treatment Works Approval No. 17-0253/ The Blackridge Realty Inc./ 345 Ocean Blvd
- 5) Letter dated 07/17/17 received 07/21/17 from Duke's Root Control, re: Sewer Root Control Guarantee Reminder
- 6) Letter dated 07/21/17 received 07/24/17 from FEMA, re: Flood Insurance Policy for the Boiler Admin Bldg
- 7) Letter dated 07/21/17 received 07/24/17 from FEMA, re: Flood Insurance Policy for the Grit Chamber
- 8) Letter dated 07/21/17 received 07/24/17 from FEMA, re: Flood Insurance Policy for 150 Joline Ave
- 9) Letter dated 07/21/17 received 07/24/17 from FEMA, re: Flood Insurance Policy for the Inlet Bldg
- 10) Letter dated 07/21/17 received 07/24/17 from FEMA, re: Flood Insurance Policy for the Pump Station
- 11) Letter dated 07/20/17 received 07/24/17 from State of New Jersey DEP, re: Treatment Works Approval No. 17-0260/ 365 Ocean Blvd/ Mark Built Properties
- 12) Copy of letter dated 07/26/17 received 07/26/17 from Thomas Roguski to William Fitzgerald, re: Proposed Scoreboard and Play Clock/ Proposed Family Restroom Modification/ Monmouth University / Block 39 Lot 11
- 13) Letter dated 07/25/17 received 07/28/17 from Monmouth County Planning Board, re: Areawide Water Quality Management Plan/ Meeting Cancellation Notice

ACTION

- 14) Application for sewer dated 07/31/17 received 07/31/17 from Menachem Learning Center, re: Connection for temporary facility for 9 West End Court / Block 124 Lot 3
- 15) Temporary Disconnection dated 07/27/17 received 07/31/17 from Michael Zapcic, re: 181 Kingsley St / Block 450 Lot 10
- 16) Letter dated 07/27/17 received 07/31/17 from Stantec Consulting Services, re: Route 36- Pavement Resurfacing, ADA and Safety Improvements, MP 5.7 to M.P 9.4
- 17) Letter dated 07/31/17 received 08/01/17 from Long Branch Partners, LLC., re: Broadway Redevelopment Area Plans for retail and commercial space
- 18) Letter dated 08/02/17 received 08/02/17 from Maser Consulting, re: WWTP Electrical Systems Improvements / Recommendation to Award
- 19) Temporary Disconnection dated 08/03/17 received 08/03/17 from Monmouth Custom Builders, re: 526 Sairs Ave / Block 132 Lot 2.01
- 20) New Jersey Utility Authority 25th Annual 2017 Safety Expos to be held on June 23, 2017
- 21) Application for Permanent Disconnection dated 08/04/17 received 08/04/17 from Practical Holdings, LLC., re: 656 Broadway / Block 241 Lot 1
- 22) Letter dated 08/3/17 received 08/7/17 from the Long Branch City Clerk, re: Vacation of a portion of the right of way along Third Ave and Morris Ave / Block 229 Lot 28
- 23) Letter dated 08/02/17 received 08/07/17 from Arcadis, re: Notice of Lieu of Deed for Seaview Ave / NJDEP Requirements / Capped Portions of Seaview Ave
- 24) Certified Notice of Hearing received 08/07/17 from City of Long Branch, re: Variance Application for widen concrete driveway which is approximately 12 feet to an additional 8 feet total of 20 feet / 561 Summer St/ Block 165 Lot 2
- 25) Certified Notice of Public Hearing received 08/07/17 from the City of Long Branch Zoning, re: Application request for four townhouses / Site amended to change size of front yard/ New requests were made to the Board for approval/ 17 Atlantic Way / Block 470 Lots 3 & 4.01
- 26) Letter dated 08/03/17 received 08/07/17 from Hardesty & Hanover, re: Route 36 Bridge, Over Troutmans Creek/ NJ State Rt 36 / UPC 163490 forms to be completed
- 27) Temporary Disconnection dated 08/09/17 received 08/09/17 from Krista Richter-VB Ocean Ave re: 1026 Ocean Ave / Block 100 Lot 14

- 28) Letter of Transmittal dated 08/10/17 received 08/10/17 from InSite, re: Ocean Gate/
Sanitary Sewer Plan

ADDITIONAL CORRESPONDENCE

- 29) Certified Notice of Public Hearing received 08/15/17 from the West Long Branch
Borough, re: 25 Chestnut Place / Applicant is seeking approval to convert a portion of the
residence to an office/ NOT LBSA ACCOUNT
- 30) Certified Notice of Public Hearing received 08/15/17 from the West Long Branch
Borough, re: 148 Whalepond Rd/ Block 8.01 Lot 50/ Applicant is seeking application to
add a second kitchen/ NOT LBSA ACCOUNT

VIII. Report of Executive Director for July 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 July 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of July 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 July 19, 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 July 19, 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	

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

Collection Systems Rehabilitation

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

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 (the "Authority") has heretofore advertised for receipt of bids for the WWTP Electrical System Improvements # LBS-253, and

WHEREAS, in response thereto the Authority has received bids from the parties and bid amounts as specified on the list attached hereto and made a part hereof, and

WHEREAS, in accordance with law, the Authority is required to award this contract to the lowest responsible bidder, and

WHEREAS, the Authority Engineer, John D. Van Dorpe, has recommended the awarding of this bid to Thomas Controls Inc. in his letter dated August 2, 2017, attached here to and made a part hereof, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose through the Sewer Revenue Bonds, Series 2014, as per the certification attached to this Resolution hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED that:

1. The Long Branch Sewerage Authority hereby awards its contract for the WWTP Electrical System Improvements Project # LBS-253 to Thomas Controls Inc., in the amount of \$1,845,000.00, subject to the bidder complying with all of the requirements of the terms and conditions of the Bid Specifications prepared in connection with this contract and included in Notice to Bidders, and
2. The Authority is authorized to enter into a contract with Thomas Controls Inc., for the purpose-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: August 16, 2017

R

Exhibit

RESOLUTION

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

WHEREAS, Michael Sheridan has requested permission to attend Monmouth County Vocational School for the "Waste Water Technology" course, 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 the request of Michael Sheridan to attend Monmouth County Vocational School for the "Waste Water Technology" course be approved, and

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

ROLL CALL:

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

Date: August 16, 2017
R

RESOLUTION

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

WHEREAS, a number of employees have requested permission to attend a Technology Transfer Seminar sponsored by NJWEA at the Sheraton in Eatontown on September 11 -14, 2017, 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 NJWEA Technology Transfer Seminars is hereby approved subject to the Executive Director's scheduling and approval of employees, and

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

ROLL CALL:

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

Date: August 16, 2017
R

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (herein after “the Authority”) desires to contract for the following: (1) removal, transport, and disposal of sand, grit, and bar screen screenings; (2) furnishing and delivery of dry polymer; (3) furnishing and delivery of emulsion polymer; (4) furnishing and delivery of aluminum hydroxide chloride; (5) furnishing and delivery of sodium hypochlorite; (6) furnishing pump & motor repairs and new motor purchase; (7) road restoration and infrared paving; (8) furnishing and delivery of magnesium hydroxide (9) sanitary sewer system repairs and service lateral installations; (10) electrical maintenance services and (11) surveillance camera maintenance; and

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

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

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

1. The Authority is authorized to advertise for bids for the above-described contracts.
2. The Authority Chairman and/or Executive Director are authorized to sign any documents to effectuate this resolution.

ROLL CALL:

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

Date: August 16, 2017
R

RESOLUTION

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

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY that:

1. The Long Branch Sewerage Authority hereby ratifies and approves the promotion of Josh Pelcher to Process Control/ Compliance/ Lab Supervisor at a rate of \$36.90 per hour
2. This Resolution shall take effect on October 1, 2017

ROLL CALL:

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

Date: August 16, 2017
R

RESOLUTION

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

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY that:

1. Thomas Roguski is hereby appointed to serve as the Authority Executive Director at an annual salary not to exceed \$125,000.00 pursuant to the contract attached hereto and made a part hereof
2. This Resolution shall take effect on October 1, 2017
3. The Authority Chairman is authorized to sign any documents necessary to effectuate the purpose of this Resolution
4. Mr. Roguski will serve as Acting Director until October 1, 2017

ROLL CALL:

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

Date: August 16, 2017

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") needs to request quotations for the repairs of the Administrator Building Roof, and

WHEREAS, the Authority requires that the request for quotations be written for the solicitation of quotes, and

NOW, THEREFORE BE IT RESOLVED by the Long Branch Sewerage Authority that the Authority's Executive Director Laurie Hartnett is hereby authorized to prepare request for quotations for the Administrator Building Roof Repairs.

ROLL CALL:

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

Date: August 16, 2017

R

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