

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

September 20, 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 Brasefield	Engineer		
	Assistant Executive		
Thomas Roguski	Director		
Elisabete 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 August 16, 2017

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, August 16, 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 August 16, 2017, if any **(NONE)**

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on August 16, 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**

September 20, 2017

- 1) Application for new sewer connection dated 08/17/17 received 08/17/17 from Craig Dudsak, re: 270 Ocean Ave / Block 216 Lot 16
- 2) Application for Temporary Disconnection dated 08/15/17 received 08/16/17 from Vincent Anello, re: 187 Second Ave / Block 227 Lot 13
- 3) Report of Compliance from Freehold Soil Conservation District received 08/16/17, re: final report of compliance
- 4) Agenda and Reports for the JIF Meeting held at the Toms River MUA on August 23, 2017
- 5) Letter dated 08/18/17 received 08/18/17 from FEMA, re: Flood Insurance Policy risk and important changes/ Boiler Admin Bldg
- 6) Letter dated 08/18/17 received 08/18/17 from FEMA, re: Flood Insurance Policy risk and important changes/ Joline Plant
- 7) Letter dated 08/18/17 received 08/18/17 from FEMA, re: Flood Insurance Policy risk and important changes/ Grit Chamber
- 8) Letter dated 08/18/17 received 08/18/17 from FEMA, re: Flood Insurance Policy risk and important changes/ Pump Station
- 9) Letter dated 08/18/17 received 08/18/17 from FEMA, re: Flood Insurance Policy risk and important changes/ Inlet Bldg
- 10) Copy of letter dated 08/21/17 received 08/21/17 from Thomas Roguski to Michael Dailey, re: 270 Ocean Ave / Block 216 Lot 16 / Letter of Service Availability
- 11) Letter dated 08/15/17 received 08/21/17 from the City of Long Branch Department of Public Works, re: a sewer line located on South Broadway that has been abandoned and no longer operational
- 12) Temporary Disconnection dated 08/22/17 received 08/22/17 from Carmen Lozada, re: 231 3rd Ave LLC. / Block 228 Lot 35
- 13) Temporary Disconnection dated 08/22/17 received 08/22/17 from Carmen Lozada, re: 169 Pavilion Ave / Block 228 Lot 33
- 14) Temporary Disconnection dated 08/22/17 received 08/22/17 from Carmen Lozada, re: 165 Pavilion Ave / Block 228 Lot 34

- 15) Temporary Disconnection dated 08/22/17 received 08/22/17 from Carmen Lozada, re: 157 Pavilion Ave / Block 228 Lot 32
- 16) Class Action Notice received 08/22/17 from United States District Court Middle District of FL, re: DJM Advisory Group/ NOT Related WITH LBSA
- 17) Email copy received 08/24/17 from Thomas Roguski to Mr. Benscoter, re: Questionnaire for Route 36 Bridge, over Troutmans Creek
- 18) Email copy received 08/24/17 from Thomas Roguski to Mr. Withers, re: Route 36 Pavement Resurfacing, ADA and Safety Improvements
- 19) Copy of letter dated 08/25/17 received 08/25/17 from Tom Roguski to Nicholas Minoia, re: Broadway Place Development / Long Branch Partners, LLC.
- 20) Amendment Review Committee Notice received 08/28/17 from Monmouth County Planning Board, re: Wednesday September 6, 2017 Meeting
- 21) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: NJ Uniform Fire Code Certificate of Inspection, Head Works Building (Bldg. "G")
- 22) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: NJ Uniform Fire Code Certificate of Inspection, Grit Inlet Building #1&2 (Bldg. C)
- 23) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: NJ Uniform Fire Code Certificate of Inspection, Sludge Handling Building (Bldg. B)
- 24) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: Notice of Violations and Order to Correct, for Pump / Blower Building (Bldg. E)
- 25) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: Notice of Violations and Order to Correct, for Garage Building (Bldg "F")
- 26) Letter received 8/28/17 from City of Long Branch Fire Marshal, re: Notice of Violations and Order to Correct, Administrative Building (Bldg. A)
- 27) Copy of letter dated 08/30/17 received 08/30/17 from Thomas Roguski to Kathy Schmelz, Office of the City Clerk, re: Vacation of a Portion of the Right-of-Way along Third Ave in Vicinity of Morris Ave
- 28) Certified Legal Notice received 08/31/17 from the Long Branch Zoning Board, re: Applicant proposes to construct a 2.5 story home/ 1205 Ocean Ave / Block 14 Lot 2
- 29) Certified Legal Notice received 08/31/17 from the Borough of West Long Branch, re: Applicant seeks to abandon its previous approval / applied for new variances WLB Borough / Block 28 Lot 96

- 30) Certified Public Hearing Notice received 09/06/17 from the City of Long Branch, re: Application for a variance to construct a tennis court at 111 Park Ave / B 27 L 4.01
- 31) Copy of email sent on 09/06/17 received 09/06/17 from Tom Roguski to Colleen M Richwall, re: Route 71, Bridge over NJ Transit: Initial Contact Letter
- 32) Application for sewer dated 09/08/17 received 09/08/17 from Capital Development Corp., re: 132 Chelton Ave / Block 410 Lot 8.02 / Single Family House
- 33) Application for sewer dated 09/08/17 received 09/08/17 from Capital Development Corp., re: 136 Chelton Ave / Block 410 Lot 8.01 / Single Family House
- 34) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Aluminum Hydroxide Chloride
- 35) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Surveillance Camera Maintenance Services
- 36) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Emulsion Type Polymer
- 37) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Magnesium Hydroxide Slurry
- 38) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Electrical Maintenance Services
- 39) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Sodium Hypochlorite
- 40) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Dry Polymer
- 41) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing and Delivering Odor Control Media
- 42) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Removal, Transport and Disposal of Sand, Grit and Bar Screen Screenings
- 43) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Road Restoration (Infrared Paving Restoration)
- 44) Affidavit of Publication dated 09/07/17 received 09/11/17 from Asbury Park Press, re: Furnishing Pump and Motor Repairs and Purchase of New Pumps and Motors
- 45) Bankruptcy Court Notice 09/11/17 from United States Bankruptcy, re: Avaya Inc.
- 46) New application dated 09/12/17 received 09/12/17 from Paul Kiernan, re: 47 Morris Ave/ Block 221 Lot 1 / Single House

- 47) Temporary Disconnection dated 08/15/17 received 09/13/17 from Susan Balina, re: 114 Shrewsbury Dr / Block 451 Lot 25
- 48) Letter dated 09/11/17 received 09/13/17 from Maser Consulting, re: WWTP Electrical System Improvements Execution of Contract
- 49) Certified Notice of Public Hearing received 09/14/17 from the City of Long Branch, re: Applicant proposes to amend prior approval for the property in order to reconfigure the proposed drainage, amend the building elevations and reconfigure the proposed driveway / 59 Fourth Ave / Block 277 Lot 20
- 50) OPRA request dated 09/14/17 received 09/15/17 from Laura Santos of Property Debt Research, re: 437 West End Ave / Block 160 Lot 32/ Requesting a copy of the most recent bill
- 51) OPRA request dated 09/14/17 received 09/15/17 from Laura Santos of Property Debt Research, re: 437 West End Ave / Block 160 Lot 32/ Requesting any open permits, fees, liens etc
- 52) Application for conceptual review received 09/15/17 from Long Branch Partners, LLC., re: Broadway Place Project

VIII. Report of Executive Director for August 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 August 2017

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of August 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 August 16, 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 August 16, 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

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

AYES

Booth

NAYS

Brown

ABSTAIN

George

ABSENT

Mazza

**RESOLUTION FOR RENEWAL OF MEMBERSHIP
IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the Long Branch Sewerage Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2017 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership:

NOW THEREFORE, be it resolved as follows:

1. The Long Branch Sewerage Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

This Resolution agreed to this day of _____, 2017 by a vote

of: _____ Affirmative

_____ Negative

CHAIRPERSON

ATTEST

DATE

**AGREEMENT TO RENEW MEMBERSHIP IN THE
NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the New Jersey Utility Authorities Joint Insurance Fund (hereinafter the Fund) is a duly chartered Municipal Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, the Long Branch Sewerage Authority is currently a member of said Fund, and;

WHEREAS, effective December 31, 2017, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the Long Branch Sewerage Authority has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. Long Branch Sewerage Authority hereby renews its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) year period, beginning January 1, 2018 and ending January 1, 2021.*
2. The Long Branch Sewerage Authority hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Utility Authorities Joint insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Long Branch Sewerage Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

*12:01 am

4. In consideration of the continuing membership of the Long Branch Sewerage Authority in the New Jersey Utility Authorities Joint Insurance Fund, the New Jersey Utility Authorities Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Banking & Insurance, to accept the renewal application of the Long Branch Sewerage Authority.
5. Executed the ____ day of _____, 2017 as the lawful and binding act and deed of the, which execution has been duly authorized by public vote of the governing body.

AUTHORITY CHAIRPERSON

ATTEST

NEW JERSEY UTILITY
AUTHORITIES JOINT INSURANCE
FUND

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter the "Authority") has entered into an agreement with the New Jersey Utility Authorities Joint Insurance Fund (NJUAJIF) effective January 1, 2012 to cover it's insurance needs, and

WHEREAS, as per the Fund Bylaws, the Authority must appoint a Fund Commissioner who will receive the minutes and be kept apprised of the NJUAJIF meetings, and,

WHEREAS, Thomas Roguski was appointed the Executive Director on October 1, 2017, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority Mr. Roguski, Executive Director are hereby designated Fund Commissioners replacing Mrs. Hartnett as per the Bylaws of NJUAJIF.

ROLL CALL:

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

Date: September 20, 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