

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

April 18, 2018

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.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Von Dorpe	Engineer		
Sue Brasfield	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 2018, has been provided by publication thereof in the *Link* on March 1, 2018, as a "legal" advertisement and in the *Asbury Park Press* on February, 27 2018, as a "legal" advertisement and by forwarding duplicates thereof on February 22, 2018, 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 March 29, 2018

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, March 29, 2018 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 March 29, 2018, if any

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on March 29, 2018, 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**

April 18, 2018

- 1) Copy of letter dated 03/20/18 received 03/20/18 from Thomas Roguski to Monteforte Construction, re: Condensate Drains/ 55 Brighton Ave/ Block 127 Lot 4
- 2) Copy of letter dated 03/23/18 received 03/23/18 from Thomas Roguski to NJDEP, re: Emergency Sanitary Sewer Repair Application/ Route 71 (Norwood Ave) Fronting 831 Norwood Ave
- 3) Letter dated 03/23/18 received 03/26/18 from Jason Capizzi, Esq. of Winne Banta Basralian & Kahn, P.C., re: 2018 Bond Counsel Appointment Documents
- 4) Copy of letter dated 03/27/18 received 03/27/18 from Thomas Roguski to Jessica Southard of InSite Engineering, re: Request for Service Availability for Broadway Redevelopment Area / total of 590 Residential Units
- 5) Copy of letter dated 03/27/18 received 03/27/18 from Thomas Roguski to Frank Monteforte of Monteforte Construction, Inc. / Request for Service Availability for 131-135 Brighton Ave / Block 123 Lots 2 & 3/ Service for 4 Commercial Units and 24 one Bedroom Units
- 6) Copy of letter dated 03/27/18 received 03/28/18 from Thomas Roguski to NCS (Colleen Kirk), re: Thomas Controls Inc/ WWTP Electrical System Improvements/ Payment Bond
- 7) Letter dated 03/27/18 received 03/29/18 from Maser Consulting, re: Consulting Engineer's Report for the Year Ending December 31, 2017
- 8) Certified Public Notice received 03/29/18 from the City of Long Branch Zoning Dept, re: Variance applications for 600 Woodgate Ave / Block 100 Lot 32
- 9) Certified copy of letter dated 03/26/18 received 03/29/18 from Foss San Filippo & Milne Attorneys to the City of Long Branch Zoning Board, re: Ezra & Shirley Zaafarani request for approval to install a pool patio around an existing swimming pool/ 265 Hollywood Ave / Block 97 Lot 5
- 10) Affidavit of Publication dated 03/26/18 received 03/29/18 from the Asbury Park Press, re: Rescheduled regular March Board Meeting from the 21st to the 29th
- 11) Monmouth County Planning Board Amendment Review Committee received 04/02/18, re: Amendment Review for Wednesday, April 4, 2018, 11AM

- 12) Email received 04/04/18 from Jason Capizzi, (Bond Counsel) re: Announcement of firm merge, Jason Capizzi Joins Winne Banta
- 13) New Residential application dated 04/04/18 received 04/04/18 from Ike Nesser, re: 746 Van Court/ Block 70 Lot 8/ 1 Unit
- 14) Certified notice dated 03/29/18 received 04/06/18 from McOmber & McOmber Attorneys to the City of Long Branch Planning Board, re: Applicant applied for preliminary and final major site plan approval and certain variances to construct a four (4) story residential structure with twenty (20) units over a ground level parking area with 1,575 square feet of retail space at 228 Ocean Ave / Block 417 Lot 1

ACTION

- 15) Letter dated 04/04/18 received 04/06/18 from Maser Consulting, re: WWTP Electrical System Improvements/ Payment Request # 4 for \$56,854.70 to Thomas Controls Inc.
- 16) Affidavit of Publication dated 03/27/18 received 04/03/18 from the Star Ledger, re: Rescheduled regular March Board Meeting from the 21st to the 29th
- 17) Letter dated 04/06/18 received 04/09/18 from InSite Engineering, re: Beachfront North Homes/ Stavola Associates / Ocean Ave, Seaview Ave, & Ocean Terrace / Block 302 Lots 12-15

ACTION

- 18) Letter dated 02/27/18 received 04/09/18 from Maser Consulting, re: Proposal for Professional Engineering Services/ WWTP Final Settling Tank Mechanical Improvements Project

ACTION

- 19) Letter dated 02/20/18 received 04/09/18 from Maser Consulting, re: Proposal for Professional Engineering Services/ Sanitary Sewer Railroad Crossing Investigation/ Rehabilitation Project
- 20) Letter dated 02/27/18 received 04/09/18 from Maser Consulting, re: Proposal for Professional Engineering Services/ WWTP Hot Water System Improvements Project
- 21) Letter dated 02/20/18 received 04/09/18 from Maser Consulting, re: Proposal for Professional Engineering Services/ Hoey Pump Station Force Main Replacement Projects
- 22) Certified Legal Notice dated 04/02/18 received 04/09/18 from Patrick McNamara of Scarinci & Hollenbeck to Long Branch Planning Board, re: Stavola Associates/ Application to Subdivide Existing Lots into 12 new lots and construct single family houses on each property/ Block 302 Lots 12 through 15/ 30 Seaview Ave, 24 Seaview Ave, 172 Ocean Ave and 19 Ocean Terrace

ACTION

- 23) Letter dated 04/10/18 received 04/10/18 from Jason Capizzi of Winne Banta Basralian & Kahn, re: 2018 Bond Counsel Proposal / Engagement Letter

ACTION

- 24) Letter dated 04/12/18 received 04/12/18 from Thomas Roguski, re: Disconnection application from Joseph Dayon for 775 Woodgate Ave/ Block 74 Lot 6

VIII. Report of Executive Director for March 2018

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 March 2018

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of March 2018 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 March 29, 2018.

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 March 29, 2018.

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

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

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

WHEREAS, the Long Branch Sewerage Authority has received a Partial Payment Request, #4, from Thomas Controls, Inc. for the WWTP Electrical Systems Improvements, and

WHEREAS, this request for payment is in the amount of \$56,854.70, and

WHEREAS, the Authority Engineer, John Van Dorpe, has recommended payment of this request, per his letter dated April 4, 2018, 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 #4 to Thomas Controls, Inc. in the amount of \$56,854.70

ROLL CALL:

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

Date: April 18, 2018

R

Exhibit

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore received a proposal from Maser Consulting for the WWTP Final Settling Tank Mechanical Improvements Project, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the WWTP Final Settling Tank Mechanical Improvements Project in the amount of \$32,050.00 and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the WWTP Final Settling Tank Mechanical Improvements Project would be approximately \$100,000 and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose, as per the certification attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED that:

1. The Long Branch Sewerage Authority hereby awards Maser Consultant the proposal for the WWTP Final Settling Tank Mechanical Improvements Project in the amount of \$32,050.00 subject to Maser Consulting complying with all of the requirements of the terms and conditions of the prepared in proposals.

2. The Authority is authorized to enter into a contract with Maser Consulting for the purpose expressed hereinabove.

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

ROLL CALL:

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

Date: April 18, 2018

R

Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has heretofore received a proposal from Maser Consulting for the Sanitary Sewer Railroad Crossing Investigation/ Rehabilitation, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the Sanitary Sewer Railroad Crossing Investigation/ Rehabilitation in the amount of \$68,220.00 and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the Sanitary Sewer Railroad Crossing Investigation/ Rehabilitation would be approximately \$250,000.00., and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose, as per the certification attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED that:

1. The Long Branch Sewerage Authority hereby awards Maser Consultant the proposal for the Sanitary Sewer Railroad Crossing Investigation/ Rehabilitation in the amount of \$68,220.00 subject to Maser Consulting complying with all of the requirements of the terms and conditions of the prepared in proposals.

2. The Authority is authorized to enter into a contract with Maser Consulting for the purpose expressed hereinabove.

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

ROLL CALL:

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

Date: April 18, 2018

R

Exhibits

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority previously appointed Jason Capizzi, Esq. from the Law Office of Jason P. Capizzi LLC as Bond Counsel under a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 (Resolution R4.2-18, February 21, 2018), and

WHEREAS, Jason Capizzi, Esq. has subsequently joined the firm Winne Banta Basralian & Kahn, P.C., and

WHEREAS, Jason Capizzi, Esq. from Winne Banta Basralian & Kahn, P.C. has submitted a letter dated April 10, 2018, indicating that all terms and conditions set forth in the proposal submitted by the Law Office of Jason P. Capizzi, LLC to provide Bond Counsel services to the Long Branch Sewerage Authority will be honored by Winne Banta Basralian & Kahn, P.C., attached hereto and made a part hereof, and

WHEREAS, Jason Capizzi, Esq. from Winne Banta Basralian & Kahn, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Jason Capizzi, Esq. from Winne Banta Basralian & Kahn, P.C. has not made any reportable contributions to a political or candidate committee in the City of Long Branch in the previous one year, and that the contract will prohibit Jason Capizzi, Esq. from Winne Banta Basralian & Kahn, P.C. from making any reportable contributions through the term of the contract, and

WHEREAS, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500, and

WHEREAS, the Executive Director has certified that there are funds available for this purchase as per the certification attached hereto and made a part hereof, and

WHEREAS, the anticipated term of this contract is as per the original term set in Resolution R4.2-18, February 21, 2018, and

NOW, THEREFORE, BE IT RESOLVED that Long Branch Sewerage authorizes the Executive Director and/or Chairman to enter into a contract with Jason Capizzi, Esq. from Winne Banta Basralian & Kahn, P.C. has as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

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. George -

Mr. Booth -

Mr. Mazza -

Mr. Brown -

Mr. Blaisdell -

Date: April 18, 2018

R

RESOLUTION

offered the following Resolution and moved its adoption; seconded by

WHEREAS, Joseph Dayton has requested a termination of sewer service in an Application for Disconnection to the Executive Director dated July 18, 2017, attached hereto to this Resolution and made a part hereof, for said property at 775 Woodgate Ave being serviced by the Long Branch Sewerage Authority under account #074-006-000, and

WHEREAS, the Authority's inspector has verified that there are no buildings or structures currently on the property that are occupied, and

WHEREAS, this disconnection is conditional upon all service charges being paid to date, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it terminates service on said property as of the Second quarter of 2018 and that an application for resumption of sewer service for said property shall be considered an application for sewer service, de novo, and subject to the procedures and costs set forth in the Rules and Regulations of the Long Branch Sewerage Authority, and

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

ROLL CALL:

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

Date: April 18, 2018

R

Exhibit

RESOLUTION

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

WHEREAS, Thomas Roguski and several LBSA employees desire to attend the NJWEA Annual Conference to be held May 7, 2018 to May 11, 2018 at Bally's in Atlantic City, and

NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY THAT:

1. Thomas Roguski and any of the aforementioned employees who have the approval of Mr. Roguski and the Board, are authorized to attend the NJWEA Annual Conference to be held May 7, 2018 to May 11, 2018 at Bally's in Atlantic City.
2. The Authority will pay all registration fees for this purpose including accommodations.
3. The Authority will allow a maximum amount of \$50.00 per day per person for reimbursable expenses.
4. The Authority will provide all transportation costs for attending the meeting.
5. Any Authority Commissioners are also authorized to attend if they so desire under the same terms and conditions.

ROLL CALL:

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

Date: April 18, 2018

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