LONG BRANCH SEWERAGE AUTHORITY

MINUTES OF THE REGULAR MEETING

SEPTEMBER 16, 2026

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, September 16, 2026, by the Executive Director, Thomas Roguski, both in person and electronically via telephonic communication conference call, attended by Mr. Riley, Mr. Booth, Mr. Brown, and Mrs. Morris. Mr. Larco was absent.

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 McKelvey, P.E, of the firm Colliers Engineering and Design, Authority Engineer; Gregory Cannon, Esq. of the firm Law Office of Cannon & McGuinn, Authority Counsel; and Susan Mazzei, Secretary. Charles J. Fallon, CPA, RMA, of the firm Fallon & Company LLP, Authority Auditor, was absent.

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2026 has been provided by posting a legal notice on the Long Branch Sewerage Authority's official public notice website on March 1, 2026, and by forwarding duplicates thereof on February 19, 2026 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. Vincent Lepore from 33 Ocean Terrace was present via telephonic communication.

Mr. Lepore asked if Correspondence Item No. 14, urgent public notice, for 320 Hollywood Avenue was the responsibility of LBSA.

Mr. Roguski stated it was a storm drain issue and not the responsibility of LBSA.

Mr. Lepore questioned the status of the generator issue at Monmouth Place Pump Station and asked if a commercial grade generator or a noncommercial grade generator would be needed as a replacement. Mr. Lepore expressed the importance of the new generator being able to sustain a marine environment. Mr. Lepore also questioned the insurance eligibility of a new generator.

Mr. Roguski stated that he will make a workable solution. Mr. Roguski explained that a claim has been submitted to the insurance company and a quote for repairs has been received from the electrical repairs contractor which will be forwarded to the insurance company for their review.

Mr. Lepore questioned the increase cost of diesel fuel.

Mr. Roguski explained the budget is being stressed by increased fuel costs as the Authority purchases fuel through the state contract and has no control over fuel costs.

Mr. Lepore asked about the Infrastructure Bank and the ability to cover expenses related to AI technology and drone technology.

Mr. Roguski stated he is not aware if AI technology would be covered, however he stated it may be eligible if it is part of a capital improvement project. Mr. Roguski said the Authority is not looking right now to implement AI as AI technology is still in the infancy stages. Mr. Roguski explained it would be more advantageous to wait until the technology becomes mature for the best investment.

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

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

V. Miscellaneous Suggestions for the Good of the Authority

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

Mr. Lepore stated that one of the topics for the Association for the Environmental Authorities Conference in AC on November 16 &17 will be AI implementation at sewer authority facilities.

Mr. Lepore requests that the Authority approach the matter with open mind and focus on learning about the benefits of emerging technology, rather than concerns related in the media.

Mr. Roguski confirmed that the Authority is actively exploring AI CCTV inspection and drone technology. Mr. Roguski explained that at the next basin-wide CCTV inspection project, the Authority will experiment with AI and evaluate pipe conditions, mapping capabilities as well as drone inspections. Mr. Roguski stated the Authority will take advantage of AI where it makes financial and operational sense.

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

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one 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 August 19, 2026

On Motion by Mr. Brown, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, one absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on August 19, 2026, 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 August 19, 2026, 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 No. 12 is a letter from Colliers Engineering and Design recommending approval of Partial Payment Request No. 7 to Rapid Pump & Meter Service Co. for the Hoey Pump Station Improvements Project.

The following resolution was presented.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority has received Partial Payment Request No. 7 from Rapid Pump & Meter Service Co. for the Hoey Pump Station Improvements Project, and

WHEREAS, this request for payment is in the amount of $165,590.60 and

WHEREAS, the Authority Engineer, Colliers Engineering & Design, has recommended approval of this request, per their letter dated September 14, 2026, attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that it approves payment of Partial Payment Request No. 7 to Rapid Pump & Meter Service Co. in the amount of $165,590.60, 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 - ABSENT
Mrs. Morris - AYE

Date: September 16, 2026
R1.9-26
Exhibit A

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Mr. Roguski reported that Correspondence Item No. 13 is a one-year contract extension to the 2025 Annual Contract, from Mark Woszczak Mechanical Contractors for Sanitary Sewer Repairs and Service Lateral Installations.

Mr. Roguski stated that Mr. Woszczak provided a letter to extend his 2025 Annual Contract for an additional year utilizing the same terms and conditions. Mr. Roguski explained that utilizing this contractor would ultimately save the Authority money as prices would remain the same.

The following resolution was presented.

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (the "Authority") has previously advertised for receipt of bids for 2025 Annual Contract for Sanitary Sewer Repairs and Service Lateral Installations, and

WHEREAS, in response thereto, the Authority has previously received bids from various contractors, and

WHEREAS, the Authority previously authorized Resolution R2.11-24, dated November 13, 2024, attached hereto

and made a part hereof, awarding the contract to the lowest bidder, Mark Woszczak Mechanical Contractor Inc., in the amount of $171,692.10, for Base Bid and Alternate A, for a two (2) year contract, for calendar years 2025 and 2026, and

WHEREAS, as permitted per N.J.S.A. 40A:11-5(1)(gg), the Authority desires to extend the contract by one (1) year for calendar year 2027, and

WHEREAS, Mark Woszczak Mechanical Contractor Inc. has agreed to a one (1) year contract extension with the same terms, conditions and pricing of the existing contract, as per their letter, dated July 28, 2026,attached hereto and made a part hereof, and

WHEREAS, the Authority Executive Director has certified that there are funds available for this purpose, 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 the extended contract for the 2025 Annual Contract for Sanitary Sewer System Repairs and Service Lateral Installations to Mark Woszczak Mechanical Contractor Inc., in the amount of $85,846.05, for calendar year 2027, 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.

2. The Authority is authorized to enter into a contract with Mark Woszczak Mechanical Contractor Inc., 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. Riley - AYE
Mr. Booth - AYE
Mr. Brown - AYE
Mr. Larco - ABSENT
Mrs. Morris - AYE

Date: September 16, 2026
R2.9-26 ****

Mr. Roguski had nothing further to report.

LIST OF CORRESPONDENCE FOR REGULAR MEETING

LONG BRANCH SEWERAGE AUTHORITY

SEPTEMBER 16, 2026

1) Copy of letter dated 8/24/26 and received 8/24/26 from Thomas Roguski to Hope Maguire at Insite Engineering, LLC., re: Service availability for 61 Pavillion Ave / Block 219 Lot 8

2) Affidavit of Publication dated 8/19/26 received 8/25/26 from the Asbury Park Press, re: Official Internet Website for Public Notice and Legal Notices

3) Certified Notice of Hearing received 8/26/26 from Paul R. Edinger, Esq., re: 3 Beechwood Ave. / Block 29 Lot, West Long Branch

4) Letter of Transmittal dated 8/26/26 received 8/26/26 from In Site Engineering, re: 101 & 117 Third Ave. / Block 217 Lots 14 & 15

5) Certified Notice of Public Hearing received 9/2/26 from Zager Fuchs, PC, re: 58 Monmouth Rd Eatontown / Block 2701, Lot 67/ **NOT LBSA**

6) Certified letter received 9/2/26 from Marco Vieira, re: Notice of Zoning Board of Adjustment meeting 9/14/26 / 258 West End Ave / Block 117 Lot 9

7) Certified Notice of Public Hearing dated 9/3/26 received 9/8/26 from Ansell Law, PC, re: 167 Ocean Blvd North / Block 302 Lot 1.01/ Proposed home improvement with existing office use in BFN Zone

8) Certified letter dated 9/1/26 and received 9/8/26 from the Borough of West Long Branch, re: 34 Wall Street / Block 28 Lot 25 & 26/ **NOT LBSA**

9) Affidavit of Publication dated 9/3/26 received 9/9/26 from the Asbury Park Press, re: Official Internet Website for Public Notice and Legal Notices

10) Certified Notice of Hearing dated 8/31/26 received 9/11/26, re; Variance for 7 Elmwood Ave /Block 23 Lot 5/ **NOT LBSA**

11) Letter dated 09/10/26 received 09/11/26 from Colliers Engineering and Design, re: Engineer's Report

ACTION 12) Letter dated 09/14/26 received 09/14/26 from Colliers Engineering and Design, re: Partial Payment Request No. 7 / Hoey Pump Station Improvements

ACTION 13) Copy of letter dated 7/28/26 received 7/29/26 from Mark Woszczak Mechanical Contractors, re; One year contract extension as per 2025 Annual Contract for Sanitary Sewer System Repairs and Service Lateral Installations.

14) Urgent Public Safety Notice from Sahar Karykous, re: 320 Hollywood Avenue/ Property damage

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

IX. Report of the Executive Director for the September 16, 2026 Authority Meeting

Mr. Roguski reported that there was an average daily flow of 3.48 MGD over the last month, and the Authority has met all limits of the discharge permit.

Mr. Roguski stated that the Specifications for the Annual Contracts have been prepared and advertised. Mr. Roguski explained that the bids will be received by October 7, 2026, and they will be reviewed. Recommendations will be presented to the Board for consideration at the October Board Meeting.

Mr. Roguski stated that the preparation for the 2027 Authority Budget has begun and will be presented to the Board for approval at the October Board Meeting.

Mr. Roguski stated that the Association of Environmental Authorities of New Jersey will hold their annual conference in Atlantic City on November 16 & 17, 2026.

The following resolution was presented.

RESOLUTION

Mr. Riley offered the following resolution and moved its adoption; seconded by Mr. Brown.

WHEREAS, Long Branch Sewerage Authority employees and Authority Commissioners desire to attend the Association of Environmental Authorities of New Jersey (hereinafter referred to as "NJAEA") Annual Conference to be held November 16, 2026 and November 17, 2026, at Caesar's in Atlantic City, and

WHEREAS, it is to the benefit of the Long Branch Sewerage Authority to have its employees and Authority Commissioners to continue their education and maintain licenses.

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

1. The aforementioned employees and Authority Commissioners are authorized to attend the above referenced NJAEA Annual Conference subject to the Executive Director's scheduling and approval.

2. The Authority will pay all registration fees for this purpose including accommodation.

3. The Authority will allow a maximum amount of $100.00 per day per person for reimbursable expenses.

4. The Authority will provide all transportation costs for attending the meeting.

5. Participants will follow the rules for "Schooling" covered in the appropriate Article in their Contract.

6. Any Authority Commissioners are also authorized to attend if they so desire under the same terms and conditions.

ROLL CALL:

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

Date: September 16, 2026
R3.9-26

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Mr. Roguski explained that the the New Jersey Water Environment Association (NJWEA) 2026 Fall Technology Transfer Seminar will be held on October 19 through October 22, 2026. Mr. Roguski expressed the importance of this seminar for continuing education hours required for Authority Personnel to remain professional, operator and collection licenses up to date.

The following resolution was presented.

RESOLUTION

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

WHEREAS, Long Branch Sewerage Authority employees and Authority Commissioners desire to attend the New Jersey Water Environment Association (hereinafter referred to as "NJWEA") 2026 Fall Technology Transfer Seminar to be held October 19, 2026 to October 22, 2026, at the Sheraton in Eatontown, and

WHEREAS, it is to the benefit of the Long Branch Sewerage Authority to have its employees and Authority Commissioners to continue their education and obtain licenses.

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

1. Authority employees and Authority Commissioners are authorized to attend the above referenced NJWEA 2026 Fall Technology Transfer Seminar subject to the Executive Director's scheduling and approval.

2. The Authority will pay all registration fees for this purpose.

3. The Authority will provide all transportation costs for attending the meeting.

4. Participants will follow the rules for "Schooling" covered in the appropriate Article in their Contract.

5. Any Authority Commissioners are also authorized to attend if they so desire under the same terms and conditions.

ROLL CALL:

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

Date: September 16, 2026
R4.9-26

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Mr. Roguski advised that the Greater Long Branch Chamber of Commerce Annual Awards Dinner will be held October 22, 2026.

The following resolution was presented.

RESOLUTION

Mr. Brown offered the following resolution and moved its adoption; seconded by Mr. Riley.

WHEREAS, The Greater Long Branch Chamber of Commerce will be holding the Louis G. Libutti Community Service Award and Jacob Jones the Humanitarian Award ceremony, and

WHEREAS, the Members of the Long Branch Sewerage Authority wish to support the Chamber of Commerce and the honorees by attending the 2026 Annual Awards Dinner.

NOW, THEREFORE, BE IT RESOLVED that the Authority Chairman and/or Executive Director are hereby authorized to make any arrangements necessary to secure a table at the Greater Long Branch Chamber of Commerce Annual Awards Dinner.
ROLL CALL:

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

Date: September 16, 2026
R5.9-26

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Mr. Roguski explained that the Authority's 2025 Jet-Vac Truck requires annual maintenance and service for its jet-vac system and explained the importance of maintaining the functionality and operational performance of the vehicle.

The following resolution was presented.

RESOLUTION

Mr. Booth offered the following resolution and moved its adoption; seconded by Mr. Riley

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") requires jet-vac maintenance and service for is 2025 Jet-Vac Truck, pursuant to N.J.A.C. 5:34-9.1 Purchase of Proprietary Goods or Services, and

WHEREAS, the referenced jet-vac maintenance and service is provided by the manufacturer required for proper operation of the Authority's 2025 Jet-Vac Truck, and

WHEREAS, the referenced 2025 Jet-Vac Truck and associated components are proprietary, and

WHEREAS, the referenced 2025 Jet-Vac Truck is specifically designed for the specific operational needs of the Authority, and the use of a jet-vac maintenance and service provider other than the proprietary one will undermine the functionality or operational performance of the Authority's 2025 Jet-Vac Truck; and

WHEREAS, the Authority has a substantial investment in its 2025 Jet-Vac Truck that warrants reliance on a specific manufacturer and vendor to maintain the value of the investment; and

WHEREAS, the Authority Executive Director has certified in writing that the goods or services are of a specialized nature and necessary for the proper operation of the Authority's 2025 Jet-Vac Truck, per the certification attached hereto and made a part hereof, and

WHEREAS, the Authority desires to procure jet-vac maintenance and service for its 2025 Jet-Vac Truck per Invoice No. 0000006186, undated, from Jet Vac Equipment, in the amount of $11,508.66, attached hereto and made a part hereof, and

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

NOW, THEREFORE BE IT RESOLVED, by the Long Branch Sewerage Authority that the Authority is hereby authorized to procure jet-vac maintenance and service for its 2025 Jet-Vac Truck per Invoice No. 0000006186, undated, from Jet Vac Equipment, in the amount of $11,5
08.66, required for its 2025 Jet-Vac Truck.

BE IT RESOLVED 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 - ABSENT
Mrs. Morris - AYE

Date: September 16, 2026
R6.9-26
Exhibits E, F, G

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Mr. Roguski had nothing further to report.

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one 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 August 19, 2026

Mr. Cannon stated that he reviewed the one-year extension contract from Mark Woszczak Mechanical Contractors with Mr. Roguski and everything was in order.

Mr. Cannon had nothing else to report.

On Motion by Mr. Riley, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, one 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 August 19, 2026

Mr. Fallon was unable to attend the Meeting due to an emergency. Mr. Roguski stated he spoke with Mr. Fallon, and he said the audit is almost complete.

Mr. Roguski said 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, one 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 August 19, 2026

Mr. McKelvey reported on the Hoey Pump Station Project and stated that it is nearing completion. Mr. McKelvey explained that the platform and electrical work are substantially complete, and generators, pumps and conduits have been installed. Mr. McKelvey stated that the remaining work includes completion of the equipment bases. Mr. McKelvey said there will be start up and testing in the next few weeks, after which the pump station will return to service.

Mr. McKelvey reported that the PFAS study is underway and had a kickoff meeting with Mr. Roguski. A site walk through was completed. Mr. McKelvey stated a report is being prepared.

Mr. McKelvey reported that the DOT Bridge project has begun and a traffic detour is in place. Mr. McKelvey stated the water main work, sewer inspections and sewer linings have been completed.

Mr. McKelvey had nothing further to report.

On Motion by Mr. Riley, seconded by Mr. Booth, and passed by the affirmative vote of all members present, no nays, one 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. Brown, seconded by Mrs. Morris, and passed by all affirmative vote of all members present, no nays, one absent, no abstain, approving the Authority Transfers for the month of August 2026 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 16TH DAY OF SEPTEMBER 2026 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT THAT THE AUTHORITY HEREBY APPROVES THE TRANSFERS MADE FOR THE MONTH OF AUGUST 2026 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 August 2026

The following Resolution was moved by Mr. Brown, seconded by Mr. Riley, and passed by the affirmative vote of all members present, no nays, one absent, no abstain.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 16th DAY OF SEPTEMBER 2026 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of August 2026 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

No new business.

XVIII. 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, one absent, no abstain, the meeting was adjourned at 3:24 p.m.

Respectfully submitted,

David G. Brown, Secretary

Thomas Roguski, Executive Director