

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

July 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 June 20, 2018

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, June 20, 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 June 20, 2018, if any (**NONE**)

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on June 20, 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**

July 18, 2018

- 1) Application dated 06/20/18 received 06/20/18 from Habitat for Humanity, re: 229 Seaview Ave, Block 398 Lot 6/ 1 unit
- 2) Proposal dated 06/18/18 received 06/21/18 from Maser Consulting, re: Professional Engineering Services for WWTP Sludge Disk Thickener Installation
- 3) Proposal dated 06/20/18 received 06/21/18 from Maser Consulting, re: Professional Engineering Services for WWTP Fencing and Landscaping
- 4) Letter dated 06/22/18 received 06/22/18 from NJUAJIF, re: Mandatory Pressure Vessel Registration
- ACTION** 5) Letter dated 06/25/18 received 06/26/18 from Maser Consulting, re: 131, 135-137 Brighton Ave/ Block 123 Lots 2 &3/ Approval Application
- 6) Letter of Transmittal dated 06/25/18 received 06/26/18 from Maser Consulting, re: Willow Ave Redevelopment TWA forms
- 7) Letter of Transmittal dated 06/25/18 received 06/26/18 from Maser Consulting, re: Transit Village TWA forms
- ACTION** 8) Unit Change Application dated 06/26/18 received 06/26/18 from Jean Elliott, re: 375 Kirby Ave/ Block 70 Lot 15 / Change from two (2) family to one (1) family
- 9) Temporary disconnect dated 06/27/18 received 06/27/18 from Nissim Seror, re: 290 Norgrove Ave / Block 37 Lot 6.02
- 10) Certified letter dated 06/27/18 received 06/27/18 from Patrick McNamara, re: Pax Construction Corp. –Third Ave Project / Easement Agreement
- 11) Copy of a letter dated 6/20/18 received 6/29/18 from State of New Jersey to Trina Colford, re: Notice of Retirement Approval
- 12) Letter dated 6/29/18 received 6/29/18 from David A Kaplan, CPA, RMA, re: Connection Fee
- 13) Affidavit of Publication dated 06/27/18 received 06/29/18 from Asbury Park Press, re: Synopsis of Audit Report Publication

- 14) Certified letter dated 06/28/18 received 07/02/18 from Fox Rothschild, Jack Plackter, Esquire, re: City of Long Branch Planning Board for Broadway Redevelopment Area Application for preliminary site plan approval for the project that is a four (4) Phase development and final approval for Phase 1 of the development
- 15) Certified letter dated 06/27/18 received 07/02/18 from Office & Professional Employee International Union, re: Employee Dues
- 16) Letter dated 07/03/18 received 07/05/18 from Maser Consulting, re: Proposal for Professional Engineering Services Inflow/ Infiltration Study and Rehabilitation
- 17) Letter dated 07/05/18 received 07/05/18 from Thomas Roguski to Brent N. Papi, East Point Engineering, re: Transit Village / Block 228 Lot 32-35 (WQM-003 form and Copy of Resolution)
- 18) Letter dated 07/05/18 received 07/05/18 from Thomas Roguski to Eric Ballou, , re: Stavola Associates, Beachfront North Homes / Block 302, Lots 12,13,14 &15 (WQM-003, TWA-1, WQM-006 and Copy of Resolution)
- 19) Letter dated 06/29/18 received 07/06/18 from Monmouth County Planning Board, re: Meeting Cancellation Notice
- 20) Affidavit of Publication received 07/06/18 from The Link News, re: Advertising of the Summary of Synopsis of 2017 Audit Report
- 21) Temporary Disconnection application dated 07/06/18 received 07/06/18 from Monmouth Custom Builders, re: 3 Pullman Ave / Block 57 Lot 2
- 22) Letter dated 07/06/18 received 07/06/18 from Thomas Roguski to Richard DiFolco, Re: Willow Ave & Morris Ave Redevelopment/ Block 179 Lot 47 / Block 189 Lots 4 & 11
- 23) Letter dated 07/05/18 received 07/11/18 from Carla Tomas, Tax Collector City of Long ranch, re: Tax Sale 2017
- 24) Letter dated 07/11/18 received 07/11/18 from James Monteforte/ Engineered Design group, re: Pax Café/ Flow Average
- 25) Letter dated 07/12/18 received 07/12/18 from Thomas Roguski to Rosa Karina Torres/ NJ State Police/ Office of Emergency Management, re: PW 2691 Closeout / Joline Ave Outfall Structure
- 26) Letter dated 07/13/18 received 07/13/18 from Thomas Roguski, re: 375 Kirby Ave Inspection/ Block 70 Lot 15/ Unit change request from two units to one unit

- 27) Certified public notice received 07/13/18 from the Long Branch Zoning Board, re: 16 Myrtle Ave/ Block 238 Lot 13 / Applicant seeks a use variance to permit the use of the subject premises as a lawful two family residential dwelling house

VIII. Report of Executive Director for June 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 June 2018

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of June 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 June 20, 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 June 20, 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

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

WHEREAS, 180 Brighton Ave Associates, LLC. has applied for a commercial sewer connection for 131,135-137 Brighton Ave, Block 123, Lots 2 & 3, and

WHEREAS, the application was accompanied by the necessary plans and specifications, and

WHEREAS, Authority Engineer, John Van Dorpe has reviewed the plans and specifications and has recommended that the application be conditionally approved in his letter dated June 25, 2018, attached hereto and made a part hereof, and

WHEREAS, there is adequate capacity to service the request, and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the application of 180 Brighton Ave Associates, LLC. for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Engineer dated June 25, 2018, and upon the payment of all requisite fees, including but not limited to 50% of the total connection fee due prior to issuance of the City of Long Branch Building Permit and the remaining 50% due prior to issuance of any Certificate of Occupancy.

ROLL CALL:

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

Date: July 18, 2018

R
Exhibit

RESOLUTION

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

WHEREAS, Jean Elliot has requested a decrease in the number of units from two (2) to one (1) for service billing in an application to the Executive Director received June 26, 2018, 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 #1081-0

WHEREAS, the Authority inspector has made a physical inspection of said property and is of the opinion that the property presently constitutes of one (1) unit for service billing, 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 375 Kirby Ave as of the third quarter 2018 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: July 18, 2018

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 29, 2018, 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 \$4,388.00 per unit and a per gallon per day connection fee of \$21.82 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 August 15, 2018, 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 increased from \$4,205.00 to \$4,388.00 per unit, and a per gallon per day connection fee of \$21.82 per gallon for all non-residential connectors, subject to ratification by the Authority after a public hearing scheduled for August 15, 2018 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: July 18, 2018

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 received a proposal from Maser Consulting for the Sludge Disk Thickener Installation, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the Sludge Disk Thickener Installation in the amount of \$ _____ and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the Sludge Disk Thickener Installation would be approximately \$750,000 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 Sludge Disk Thickener Installation in the amount of \$ _____ 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: July 18, 2018

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 received a proposal from Maser Consulting for the fencing and landscaping at WWTP, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the fencing and landscaping at WWTP, in the amount of \$_____ and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the fencing and landscaping, would be approximately \$_____, 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 fencing and landscaping at WWTP, in the amount of \$_____ 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: July 18, 2018

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 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 \$ _____ 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 \$ _____ 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: July 18, 2018

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 received a proposal from Maser Consulting for the WWTP Hot Water System & Final Settling Tank Mechanical Improvements, and

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

WHEREAS, the total proposal construction costs for the WWTP Hot Water System & Final Settling Tank Mechanical Improvements would be approximately \$600,000.00, 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 WWTP Hot Water System & Final Settling Tank Mechanical Improvements in the amount of \$ _____ 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: July 18, 2018

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 received a proposal from Maser Consulting for the Hoey Pump Station Force Main Replacement Projects, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the Hoey Pump Station Force Main Replacement Projects in the amount of \$ _____ and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the Hoey Pump Station Force Main Replacement Projects would be approximately \$1.56M., 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 Hoey Pump Station Force Main Replacement Projects in the amount of \$ _____ 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. Brown -
Mr. Mazza -
Mr. Blaisdell -

Date: July 18, 2018

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 received a proposal from Maser Consulting for the New Jersey Infrastructure Bank Financing, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the New Jersey Infrastructure Bank Financing in the amount of \$ _____ and as specified on the list 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 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 New Jersey Infrastructure Bank Financing in the amount of \$ _____ 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. Brown -
Mr. Mazza -
Mr. Blaisdell -

Date: July 18, 2018

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 received a proposal from Maser Consulting for the Inflow/ Infiltration Study & Rehabilitation, and

WHEREAS, the Authority concluded to approve the planning, design, contract administration and project oversight, for the Inflow/ Infiltration Study & Rehabilitation in the amount of \$ _____ and as specified on the list attached hereto and made a part hereof, and

WHEREAS, the total proposal construction costs for the Inflow/ Infiltration Study & Rehabilitation Replacement Projects would be approximately \$2,500,000.00 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 Inflow/ Infiltration Study & Rehabilitation Projects in the amount of \$ _____ 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. Brown -
Mr. Mazza -
Mr. Blaisdell -

Date: July 18, 2018

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