

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

August 21, 2019

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		
Vacant	Asst. Secretary/ Treas.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Sue Brasefield	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 2019, has been provided by publication thereof in the *Link* on February 28, 2019, as a “legal” advertisement and in the *Asbury Park Press* on February, 23 2019, as a “legal” advertisement and by forwarding duplicates thereof on February 21, 2019, 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.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

V. As to Minutes of the Regular Meeting of July 17, 2019

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, July 17, 2019 be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

VI. As to Minutes of the Executive Session held on July 17, 2019, if any

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on July 17, 2019, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

VII. Correspondence

Motion by _____, seconded by _____, as to items to be received and filed.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

**LIST OF CORRESPONDENCE FOR REGULAR MEETING
LONG BRANCH SEWERAGE AUTHORITY**

August 21, 2019

ACTION

- 1) Certified Notice received 07/15/2019 from West Long Branch Borough, re: 32 Mount Dr/ Block 57 Lot 9.01 (**NOT LBSA**)
- 2) Unit change/merge request dated 07/15/2019 received 07/15/2019 from Carol & Mark Berley, re: 787 Ocean Ave Unit #812 & #912 (two units that have been combined into one unit #812)
- 3) Letter dated 07/15/19 received 07/16/19 from the Long Branch City Tax Collector, re: Tax Sale date of September 10, 2019
- 4) Certified Public Notice of Hearing received 07/16/19 from the West Long Branch Borough, re: 376 Norwood Ave/ Block 28 Lot 82/ Applicant is applying for a variance to expand pre-existing non-conforming house
- 5) Copy of letter dated 07/18/19 received 07/18/19 from Mr. Thomas Roguski to Mr. George Jackson, re: Mr. Blaisdell Resignation of Authority Commissioner
- 6) Preliminary Public Notice dated 07/18/19 received 07/18/19 from US Department of Homeland Security, re: Monmouth County, NJ Proposal for the modification of an existing highway drawbridge over a navigable waterway of the United States
- 7) Letter dated 07/17/19 received 07/22/19 from Gallagher Bassett, re: Damaged Sewer Grate
- 8) Letter dated 07/18/19 received 07/22/19 from State of NJDEP, re: NJ Water Bank (NJWB) / Project No. S340336-08 / WWTP Hot Water System and Final Settling Tank Mechanical Improvements
- 9) Certified letter dated 07/24/19 received 07/25/19 from Jason Capizzi, re: Temporary Financing of LBSA Project S340336-08 through the NJ Infrastructure Bank

- 10) Certified letter dated 07/24/19 received 07/25/19 from Jason Capizzi, re: Temporary Financing of LBSA Project S340336-09 through the New Jersey Infrastructure Bank
- 11) Copy of Letter dated 07/25/19 received 07/25/19 from Maser Consulting to InSite Engineering, LLC., re: 228 Ocean Ave, LLC/ Aqua Vista/ Block 417 Lots 1 & 2
- 12) Letter dated 07/25/19 received 07/25/19 from Maser Consulting, re: Beachfront South Sewer Extension / Ocean Blvd
- 13) Loss Control Report dated 07/09/19 received 07/26/19 from NJUAIJF
- 14) Copy of letter dated 07/25/19 received 07/29/19 from Manna & Bonello to Jason Capizzi, re: Water Bank Construction Financing Program
- 15) Certified letter dated 07/26/19 received 07/29/19 from WISS, re: Original Audit Copies & Synopsis Received
- 16) Hand Delivered Summons on 07/29/19, re: Kevin L. Williams Plaintiff Vs. City of Long Branch, Long Branch Public Works, Long Branch Sewer Authority /Civil Action Summons
- 17) Copy of letter dated 08/02/19 received 08/02/19 from Thomas Roguski to Daniel Caputo, EIT/ French & Parrello Associates, re: Letter of Service Availability for 907 Ocean Ave/ Block 59 Lot 3
- 18) Letter dated 07/30/19 received 08/05/19 from the AEA, re: request to help insure that local, regional and county public agencies continue to have a role in the delivery of water and wastewater service in NJ
- 19) Letter dated 08/03/19 received 08/05/19 from Polloway & Polloway LLP, re: Kevin L. Williams/ v. city of Long Branch, et al.
- 20) Certified letter received 08/06/19 from Borough of WLB, re: Variance Application for 47 Arlene Dr/ Block 67 Lot 20 (**NOT LBSA**)
- 21) Letter dated 08/07/19 received 08/07/19 from Thomas Roguski, re: 787 Ocean Ave, Units 812 & 912/ Inspection report

- 22) Certified letter received 08/08/19 from Vincent Cricchio, re: Water and Sewer easement that runs on his property and crosses over to the neighbors
- 23) Certified Notice of Hearing received 08/12/19 from West Long Branch Borough, re: 32 Lloyd Ave/ Block 73 Lot 3 / **NOT LBSA SEWER**
- 24) Certified Notice of Hearing received 08/12/19 from West Long Branch Borough, re: 45 Lakeview Ave/ Block 70 Lot 8 / **NOT LBSA SEWER**
- 25) Proposal dated 08/08/19 received 08/12/19 from Maser Consulting, re: / Proposal for Professional Surveying Services/ Property Line Survey/ For 150 Long Branch Ave/ Block 400 Lot 5.01 & 2

VIII. Report of Executive Director for July 2019

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

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 2019

Resolution by _____, seconded by _____ that the Schedule of Bills for the Month of July 2019 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.

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 17, 2019.

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.

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 17, 2019.

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.

Booth	Brown	George	Mazza
AYES	NAYS	ABSTAIN	ABSENT

XII. Report, if any, by Investment Committee

Resolution by _____, seconded by _____ that the Investments be approved and made.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

XIII. 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.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

XIV. Old Business

A. Engineer's Report on Redevelopment Projects

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

B. 2018 Capital Improvement Program

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

XV. New Business

XVI. Miscellaneous Suggestions for Good of Authority

XVII. Adjournment at _____ o'clock p.m.

Motion by _____, seconded by _____ that the meeting be adjourned.

	Booth	Brown	George	Mazza
AYES		NAYS	ABSTAIN	ABSENT

RESOLUTION

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

WHEREAS, Carol & Marc Berley have requested to merge two (2) active units into (1) one active unit for service billing in an application to the Executive Director received July 15, 2019, 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 #'s 1662 & 1673, and

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 as per his letter attached hereto to this Resolution and made a part hereof, 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 787 Ocean Ave # 812, is hereby merged from (2) units to (1) unit as of the fourth quarter 2019 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	-

Date: August 21, 2019

R1.8-19

Exhibits: A & B

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; (11) surveillance camera maintenance; (12) landscaping services (2 years); and (13) odor media control, 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	-

Date: August 21, 2019
R 2.8-19

RESOLUTION

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

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2018 has been completed and filed with the Long Branch Sewerage Authority pursuant to N.J.S.A 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Long Branch Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2018, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS
A TRUE COPY OF THE RESOLUTION PASSED
AT THE MEETING OF THE LONG BRANCH
SEWERAGE AUTHORITY HELD ON
August 21, 2019

James Mazza

Secretary

August 21, 2019

LOCAL AUTHORITIES GROUP AFFIDAVIT

PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Long Branch Sewerage Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Long Branch Sewerage Authority.

2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we each reviewed the annual audit report for the fiscal year ended December 31, 2018, and specifically the sections of the audit report entitled "General Comments" and "Recommendations".

Print Name

Signature

Thomas George

Michael Booth

David Brown

James Mazza

Sworn to and subscribed before me

This _____ day of _____, 2019.

RESOLUTION

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

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2018 has been completed and filed with the Long Branch Sewerage Authority pursuant to N.J.S.A. 40A:5A-15, and

NOW, THEREFORE BE IT RESOLVED that pursuant to N.J.S.A. 40A:5A-16 the Long Branch Sewerage Authority authorizes the publishing in a newspaper of a synopsis of the annual audit.

ROLL CALL:

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

Date: August 21, 2019
R6.8-19

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.	-

Date:
ResExSess