

**AGENDA**  
**LONG BRANCH SEWERAGE AUTHORITY**  
**Regular Meeting**

**December 18, 2019**

- I. Opening of meeting at \_\_\_\_\_ p.m. by \_\_\_\_\_
- II. Notation of attendance

<b>Name</b>	<b>Position</b>	<b>In</b>	<b>Out</b>
Thomas George	Chairman		
Michael Booth	Vice-Chairman		
James Mazza	Secretary		
David Brown	Treasurer		
Donald S. Riley	Asst. Secretary/ Treas.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Sue Brasefield	Engineer		
Nicole Woods	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	Riley
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of November 20, 2019

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, November 20, 2019 be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Booth	Brown	George	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on November 20, 2019, if any **(NONE)**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ that the reading of the minutes of the Executive Session held on November 20, 2019, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

Booth	Brown	George	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

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

Booth	Brown	George	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

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

**December 18, 2019**

- 1) Certified Notice of Public Hearing dated 11/14/19 received 11/21/19 from Giordano, Halleran & Ciesle, PC, re: 140 Park Ave / Block 19 Lots 1.01, 1.02, & 16? Minor subdivision inclusive of a lot consolidation and lot line adjustment
- 2) Copy of a letter dated 11/21/19 received 11/21/19 from Maser Consulting to InSite Engineering, LLC, re: 180 Morris Ave / Block 228, Lots 38, 41 and 45
- 3) Copy of a letter dated 11/22/19 received 11/22/19 from Tom Roguski to Bob Carhart, Patten Point Yacht Club, re: Request for Service Availability: Sanitary Sewer
- 4) Letter dated 11/14/19 from State of New Jersey, DEP, re: 2019 Make-up Non -Potable Water Proficiency Test Study
- 5) Copy of a Letter dated 11/22/19 received 11/25/19 from Maser Consulting to Nelson Engineering Associates, re: 981 Ocean Ave / Block 29 Lots 7, 7.01, 8 and 8.01
- 6) Affidavit received 11/25/19 from the Asbury Park Press, re: Rate increase to \$0.45 per line.
- 7) Letter dated 11/22/19 received 11/25/19 from Kennedy Consulting Engineers, LLC, re: Letter of Serviceability for 179 Chelsea Ave / Block 278 Lot 1
- 8) Letter dated 11/22/19 received 11/25/19 from Kennedy Consulting Engineers, LLC, re: Letter of Serviceability for 310 Norwood Ave / Block 28 Lots 87 & 88
- 9) Certified Notice of Public Hearing dated 11/18/19 received 11/26/19 from Jemal's Star of the Sea School, LLC, re: Application for Preliminary and Final Major Site Plan Approval for Block 278 Lot 1 / 179 Chelsea Ave
- 10) Certified Legal Notice received 11/26/19 from Chiara R. Mancini, re: Bulk Variance Application for Block 407 Lot 8 / 105 Seaview Ave
- 11) Certified Notice of Public Hearing received 11/26/19 from Nicholas A. Graviano, re: Application for Preliminary and Final Site Plan Approval for Block 91 Lot 2.01 / 37 New Court
- 12) Letter dated 11/1/19 received 11/27/19 from Conner Strong & Buckelew, re: Renewal Documents 2020

- 13) Letter dated 11/22/19 received 12/2/19 from State of New Jersey DEP, re: Payment Requisition No. 1-1 Project No. S340336-08 (CLP)
- 14) Letter dated 12/2/19 received 12/2/19 from Maser Consulting, re: Final Inspection of Mark Built Development, 365 Ocean Blvd
- 15) Certified Letter received 12/3/19 from Monmouth Realty Development LLC, re: 855 Woodgate Ave, Block 50 Lot 1
- 16) Application for Unit Change dated 12/1/19 received 12/3/19 from MRD Enterprises, re: 855 Woodgate Ave. / Block 50 Lot 1, Change from three (3) units to one (1)
- 17) Copy of a letter dated 12/5/19 received 12/5/19 from Thomas Roguski to Jenny Lynch, Kennedy Consulting Engineers, LLC, re: Service Availability for 179 Chelsea Ave / Block 278 Lot 1
- 18) Certified Notice of Public Hearing dated 12/4/19 received 12/9/19 from Giordano, Halleran & Ciesla, P.C., re: Application for minor subdivision of Block 19 Lots 1.01, 1.02 & 16 / 140 Park Ave.
- 19) Certified Public Notice dated 12/7/19 received 12/9/19 from Mark R. Aikins, Esq., re: Minor Subdivision Approval for Block 227 Lots 1.02 & 2
- 20) Certified Public Notice received 12/9/19 from Paul & Nancy McEvoy, re: Application for Minor Subdivision of Block 220 Lot 6 / 68 Morris Ave

**ACTION**

- 21) Letter dated 12/9/19 received 12/9/19 from Maser Consulting, re: Proposal for Professional Engineering Services for Lincoln Gardens Pump Station By-Pass
- 22) Letter dated 12/5/19 received 12/9/19 from State of New Jersey DEP, re: Payment Requisition No. I-1, Project No. S340336-09 (CLP)

**ACTION**

- 23) Letter dated 12/11/19 received 12/11/19 from Maser Consulting, re: Proposal for Professional Engineering Services for Hoey Pump Station Access Pavement
- 24) Letter dated 12/06/19 received 12/13/19 from Ryan Carney, Design Engineer, re: 37 New Court / Block 91 Lot 2.01/ Proposed Mixed Use building

VIII. Report of Executive Director for November 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	Riley
AYES	NAYS	ABSTAIN	ABSENT	

IX. As to Bills submitted for payment by Long Branch Sewerage Authority for the Month of November 2019

Resolution by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Schedule of Bills for the Month of November 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	Riley
AYES	NAYS	ABSTAIN	ABSENT	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since November 20, 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	Riley
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since November 20, 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	Riley
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	Riley
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	Riley
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	Riley
AYES	NAYS	ABSTAIN	ABSENT	

## 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, dated December 9, 2019, from Maser Consulting for the Lincoln Gardens Pump Station By-Pass Project, and

**WHEREAS**, the Authority concluded to approve the planning, design, bidding, construction administration and construction administration, for the Lincoln Gardens Pump Station By-Pass Project in the amount of \$19,500.00 and as specified on the proposal, dated December 9, 2019, attached hereto and made a part hereof, and

**WHEREAS**, the total proposal construction costs for the Lincoln Gardens Pump Station By-Pass Project is estimated to be approximately \$45,000.00, 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 Consulting the proposal for the Lincoln Gardens Pump Station By-Pass Project in the amount of \$19,500.00 subject to Maser Consulting complying with all the requirements of the terms and conditions of the proposal and Maser Consulting's annual engineering contract with the Authority.

2. The Authority is authorized to enter 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. Riley -

Date: December 18, 2019

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, dated August 26, 2019, revised December 11, 2019, from Maser Consulting for the Hoey Pump Station Access Pavement Project, and

**WHEREAS**, the Authority concluded to approve the planning, design, bidding, construction administration and construction administration, for the Hoey Pump Station Access Pavement Project in the amount of \$23,600.00 and as specified on the proposal, dated August 26, 2019, revised December 11, 2019, attached hereto and made a part hereof, and

**WHEREAS**, the total proposal construction costs for the Hoey Pump Station Access Pavement Project is estimated to be approximately \$75,000.00 - \$95,000, 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 here by awards Maser Consultant the proposal for the Hoey Pump Station Access Pavement Project in the amount of \$23,600.00 subject to Maser Consulting complying with all the requirements of the terms and conditions of the proposal and Maser Consulting's annual engineering contract with the Authority.

2. The Authority is authorized to enter 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. Riley -

Date: December 18, 2019

R

Exhibits



## RESOLUTION

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

**WHEREAS**, Emil Karagunov has requested permission to attend Rutgers University for the “Advanced Wastewater Collection Systems” course, and

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

**NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY**, that the request of Emil Karagunov to attend Rutgers University for the “Advanced Wastewater Collection Systems” course be approved, and

**BE IT FURTHER RESOLVED** that the participants will follow the rules for "Schooling" covered in the appropriate Article in their contract.

### ROLL CALL:

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

Date: December 18, 2019

R

## RESOLUTION

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

**WHEREAS**, Joseph Nunez has requested permission to attend Monmouth County Vocational School for the "Advanced Collections" course, and

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

**NOW, THEREFORE, BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY**, that the request of Joseph Nunez to attend Monmouth County Vocational School for the "Advanced Collections" course be approved, and

**BE IT FURTHER RESOLVED** that the participants will follow the rules for "Schooling" covered in the appropriate Article in their contract.

### ROLL CALL:

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

Date: December 18, 2019

R

## **Resolution**

### **RESOLUTION AUTHORIZING A LOAN APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE NEW JERSEY INFRASTRUCTURE BANK FOR THE CAPITAL IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT**

WHEREAS, the Long Branch Sewerage Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for the Capital Improvements to the Wastewater Treatment Plant Project; and,

**WHEREAS**, the project is identified as S340336-08.

**NOW, THEREFORE BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY** that Thomas Roguski, Executive Director, be authorized to act as the Authorized Representative to represent the Long Branch Sewerage Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Authorized Representative may be contacted at 150 Joline Avenue, Long Branch, NJ 07740; (732) 222-0500.

## **CERTIFICATION**

I, James Mazza, Secretary of the Long Branch Sewerage Authority, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Long Branch Sewerage Authority on this 18th day of December 2019.

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James Mazza, Secretary  
Long Branch Sewerage Authority

Date: December 18, 2019

R

## **Resolution**

### **RESOLUTION AUTHORIZING A LOAN APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE NEW JERSEY INFRASTRUCTURE BANK FOR THE CAPITAL IMPROVEMENTS TO THE COLLECTION SYSTEM**

*WHEREAS, the Long Branch Sewerage Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for the Capital Improvements to the Collection System Project; and,*

**WHEREAS,** the project is identified as S340336-09.

**NOW, THEREFORE BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY** that Thomas Roguski, Executive Director, be authorized to act as the Authorized Representative to represent the Long Branch Sewerage Authority in all matters relating to the project undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Authorized Representative may be contacted at 150 Joline Avenue, Long Branch, NJ 07740; (732) 222-0500.

### **CERTIFICATION**

**I, James Mazza, Secretary of the Long Branch Sewerage Authority, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Long Branch Sewerage Authority on this 18th day of December 2019.**

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James Mazza, Secretary  
Long Branch Sewerage Authority

Date: December 18, 2019

R

2020 ADOPTED BUDGET RESOLUTION

**LONG BRANCH SEWERAGE  
AUTHORITY**

<b>FISCAL</b>	<b>FROM:</b>	<b>TO:</b>
<b>YEAR:</b>	<b>January</b>	<b>December</b>
	<b>1, 2020</b>	<b>31, 2020</b>

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Long Branch Sewerage Authority for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented for adoption before the governing body of the Long Branch Sewerage Authority at its open public meeting of December 18, 2019; and

**WHEREAS**, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$7,365,000 Total Appropriations, including any Accumulated Deficit, if any, of \$7,365,000 and Total Unrestricted Net Position utilized of \$0; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$6,976,800 and Total Unrestricted Net Position planned to be utilized of \$0; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Long Branch Sewerage Authority, at an open public meeting held on December 18, 2019 that the Annual Budget and Capital Budget/Program of the Long Branch Sewerage Authority for the fiscal year beginning, January 1, 2020 and, ending December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

\_\_\_\_\_  
(Secretary's Signature) December 18, 2019

Governing Body	Recorded Vote				
Member:	Aye	Nay	Abstain	Absent	

Date: December 18, 2019

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. Riley	-

Date:  
ResExSess