

AGENDA
LONG BRANCH SEWERAGE AUTHORITY
Regular Meeting

January 15, 2020

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		
Donald Riley	Asst. Secretary/ Treas.		
Thomas Roguski	Executive Director		
David Kaplan	Auditor		
John L. Bonello	Counsel		
John Van Dorpe	Engineer		
Sue Brasfield	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.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

V. As to Minutes of the Regular Meeting of December 18, 2019

Motion by _____, seconded by _____ that the reading of the minutes of the Regular Meeting of the Long Branch Sewerage Authority held on, December 19, 2018 be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

VI. As to Minutes of the Executive Session held on December 18, 2019, if any

Motion by _____, seconded by _____ that the reading of the minutes of the Executive Session held on December 18, 2019, be dispensed with, and that such Minutes be, and they are hereby, approved as recorded and circulated.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

VII. Correspondence

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

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

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

January 15, 2020

- 1) Letter dated 12/11/19 received 12/11/19 from In-Site Engineering, re: The Belmont, Block 280 Lots 11.01, 12, 13 & 14, Application Fees
- 2) Letter dated 12/11/19 received 12/11/19 from In-Site Engineering, re: The Belmont, Block 280 Lots 11.01, 12, 13 & 14, Conceptual Review Fees
- 3) Bulletin NJUA 2020-03 dated 12/19/19 received 12/19/19 from NJUA-JIF, re: 01/01/20 to 01/01/21 Insurance Program
- 4) Letter dated 12/16/19 received 12/19/19 from the State of New Jersey DEP, re: Surface Water Renewal Permit Action, Cat: A Sanitary Wastewater, NJPDES NJ0024783
- 5) Notice from the AEA received 12/23/19, re: Sewer Privatization Bill
- 6) Certified Public Notice received 12/23/19 from Carolyn Tejada, re: Block 367 Lot 20 / 226 Ludlow Street, Application for Variances for a second-floor addition
- 7) Letter dated 12/26/19 received 12/26/19 from Hiering, Gannon & McKenna, re: Williams vs Long Branch Sewerage Authority
- 8) Copy of a letter dated 12/27/19 received 12/27/19 from Thomas Roguski to Ryan Carney, L2A Land Design, LLC, re: Letter of Service Availability for Sanitary Sewer for 37 New Court / Block 91 Lot 2.01
- 9) Copy of a letter dated 12/31/19 received 12/31/19 from Thomas Roguski to New Jersey Motor Vehicle Commission, re: Applications for Driver History Abstracts for employees
- 10) Copy of a letter dated 12/31/19 received 12/31/19 from Maser Consulting to Frank Monteforte, re: The Brighton / 131, 135 -137 Brighton Ave / Block 123 Lots 2 & 3
- 11) Certified Notice of Hearing dated 12/30/19 received 1/3/20 from Ansell Grimm & Aaron, re: Application of Sari Acona for a proposed second story addition at Block 89 Lot 8 / 39 Cedar Ave
- 12) Letter dated 1/3/20 received 1/3/20 from John Van Dorpe, re: Renewal and Replacement Fund – 2020
- 13) Letter dated 2/19/20 received 1/6/20 from Jason Capizzi, re: 2020 Bond Counsel Services

14) Letter dated 12/30/19 received 1/6/20 from New Jersey Utility Authorities Joint Insurance Fund, re: 2020 Election of Officers, Executive Committee and Alternates.

15) Letter dated 12/30/19 received 1/6/20 from New Jersey Utility Authorities Joint Insurance Fund, re: Annual Reorganization meeting Wednesday January 22, 2020 at 10:30 am at the Toms River MUA

ACTION

16) Letter received 1/6/20 from the Greater Long Branch Chamber of Commerce, re: 86th Annual Awards Dinner and Gift Auction

17) Copy of a letter dated 1/7/20 received 1/7/20 from John Van Dorpe to Eric Ballou, P.E., Insite Engineering, LLC, re: Long Branch Partners, LLC, Broadway Place, Phase 1 & 2, Block 274 Lot 1/ Block 283 Lots 1-7 and 10-21 / Block 284 Lots 1-3, 4.01, 4.02 and 5-7 / Block 311 Lots 1-19, 20.01, 20.02 and 21-29

18) Letter dated 1/7/20 received 1/8/20 from State of New Jersey, Department of Environmental Protection, re: New Jersey Water Bank, Project No. S340336-08, WWTP Hot Water System and Final Setting Tank Mechanical Improvements, Authorization to Advertise

19) Agreement received 1/8/2020 from Diane Alexander, of the firm Maraziti Falcon, LLP for 2020 Special Council Services

20) Letter dated 12/12/19 received 1/10/20 from State of New Jersey Department of Environmental Protection, re: NJDEPS Permit Expiration, NJDEPS Number: NJ0024783

21) Certified Notice of Hearing dated 1/6/20 received 1/10/20, re: 46 De Forrest Place (WLB), Block 19 Lot 16 **NOT LBSA**

VIII. Report of Executive Director for December 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

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

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

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

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

X. Report by Authority Counsel of the Activities of that Office and of Actions taken since December 18, 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.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

XI. Report by Authority Auditor of the Activities of that Office and of Actions taken since December 18, 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.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

XII. Report, if any, by Investment Committee

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

George	Booth	Brown	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.

George	Booth	Brown	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. Future 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.

George	Booth	Brown	Mazza	Riley
AYES	NAYS	ABSTAIN	ABSENT	

RESOLUTION

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

WHEREAS, The Greater Long Branch Chamber of Commerce will be honoring Esther Cohen & Tonya Garcia as the Louis G. Libutti Community Service Award recipients and Avery Grant will be presented with the Humanitarian Award, and

WHEREAS, the Members of the Long Branch Sewerage Authority who wish to support the Chamber of Commerce and the honorees by attending the Annual Awards Dinner on Friday March 20, 2020, and

NOW, THEREFORE, BE IT RESOLVED the Executive Director is 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. George	-
Mr. Booth	-
Mr. Brown	-
Mr. Mazza	-
Mr. Riley	-

Date: January 15, 2020
R1.1-20

RESOLUTION

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

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") requires to purchase a compressor unit required for its Cogeneration Combined Heat and Power (CHP) System, pursuant to N.J.A.C. 5:34-9.1 Purchase of Proprietary Goods or Services, and

WHEREAS, the referenced compressor unit is an in-kind replacement required for proper operation of the Cogeneration Combined Heat and Power (CHP) System, and

WHEREAS, the referenced Cogeneration Combined Heat and Power (CHP) System and associated components are proprietary and specifically designed and required for the proper operation of the Cogeneration Combined Heat and Power (CHP) System, and

WHEREAS, the referenced compressor unit is specially designed for the specific operational needs of the Cogeneration Combined Heat and Power (CHP) System, and the use of a compressor unit other than the proprietary one will undermine the functionality or operational performance of the existing Cogeneration Combined Heat and Power (CHP) System; and

WHEREAS, the Authority has a substantial investment in Cogeneration Combined Heat and Power (CHP) System 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 are of a specialized nature and necessary for the proper operation of the Cogeneration Combined Heat and Power (CHP) System, per the certification attached hereto and made a part hereof, and

WHEREAS, the Authority desires to purchase in-kind replacement compressor unit for its Cogeneration Combined Heat and Power (CHP) System per quote SQ_011257-1, from Emerson Climate Technologies through Vilter Manufacturing LLC, in the amount of \$6,382.90, 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, and

NOW, THEREFORE BE IT RESOLVED, by the Long Branch Sewerage Authority that the Authority is hereby authorized to purchase the in-kind replacement compressor unit, in the amount of \$6,382.90, from Emerson Climate Technologies through Vilter Manufacturing LLC, required for its Cogeneration Combined Heat and Power (CHP) System, and the Executive Director is authorized to sign any documents needed to effectuate this resolution.

ROLL CALL:

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

Date: January 15, 2020
R2.1-20
Exhibit A, B, C

RESOLUTION

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

WHEREAS, the State of New Jersey enacted the Domestic Violence Policy Act for Public Employers in January 2018; and

WHEREAS, the law directed the New Jersey Civil Service Commission (hereinafter "NJCSC") to develop a uniform domestic violence policy and requires all public employers to adopt a written policy concerning the reporting and handling of domestic violence, regardless of whether or not the employer is subject to Civil Service; and

WHEREAS, the NJCSC issued its uniform domestic violence policy on October 15, 2019; and

WHEREAS, the purpose of this policy is to encourage employees who are victims of domestic violence, and those impacted by domestic violence, to seek assistance from their human resources officers and provide a standard for human resources officers to follow when responding to employees.

WHEREAS, the Long Branch Sewerage Authority (hereinafter "the Authority") has determined that there is a need to implement a Domestic Violence Policy in accordance with the requirements of N.J.S.A. 11A:2-6a; and

WHEREAS, Mr. Arthur Thibault, Esq., the Authority's Labor Attorney, reviewed Domestic Violence Policy Act for Public Employers and the uniform domestic violence policy, and subsequently prepared a policy for the Authority, entitled "Long Branch Sewerage Authority, Domestic Violence Policy," dated January 15, 2020, hereinafter referred to as the "Policy," attached hereto and made a part hereof; and

WHEREAS, the Policy has been reviewed by the Personnel Committee who subsequently recommended the Policy be adopted by the Authority; and

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the "Long Branch Sewerage Authority, Domestic Violence Policy," dated January 15, 2020, hereinafter referred to as the "Policy," is hereby adopted, and

BE IT FURTHER RESOLVED that the Policy shall apply to all Authority officials, appointees, full and part time employees, casual/seasonal employees, interns, volunteers and temporary employees at any workplace location, and

BE IT FURTHER RESOLVED the purpose of the Policy is to encourage employees who are victims of domestic violence, and those impacted by domestic violence, to seek

assistance from their human resources officers and provide a standard for human resources officers to follow when responding to employees. The Policy is not a contract. The provisions of the Policy may be amended and supplemented from time to time without notice and at the sole discretion of the Authority's Board of Directors and Executive Director; and,

BE IT FURTHER RESOLVED that Arthur Thibault, Esq. as Labor Counsel has reviewed the Policy, and

BE IT FURTHER RESOLVED that the Executive Director and all managerial/supervisory personnel are responsible for the requirements of the Policy. The Authority Comptroller and the Authority Attorney shall assist the Executive Director in the implementation of the Policy.

ROLL CALL:

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

Date: January 15, 2020
R3.-20
Exhibit D

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