LONG BRANCH SEWERAGE AUTHORITY

MINUTES OF THE REGULAR MEETING

SEPTEMBER 17, 2025

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 17, 2025, by the Executive Director, Thomas Roguski, both in person and electronically via telephonic communication conference call, attended by Mr. Riley, Mr. Booth, Mr. Brown, Mr. Larco, and Mrs. Morris.

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; Mr. John Bonello, Esq., of the firm Manna & Bonello, P.A., Authority Attorney, Dominic Ierardi, E.I.T., of the firm Colliers Engineering and Design, Authority Consulting Engineer; Charles J. Fallon, CPA, RMA, of the firm Fallon & Company LLP, Authority Auditor; and Nicole Woods, Secretary.

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

Adequate Notice of this Regular Meeting and of all Regular Meetings for the Year 2025, has been provided by publication thereof in the *Link News* on February 24, 2025 as a "legal" advertisement, in the *Asbury Park Press* on February 26, 2025 as a "legal" advertisement and in the *Coaster* on February 27, 2025 as a "legal" advertisement, and by forwarding duplicates thereof on February 20, 2025, 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 stated that he looks forward to the discussion regarding the online electric supply auction and would support further discussion in an executive session.

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, no 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 suggested of having cooling suits for the plant employees during the high heat and humidity days of the summer months.

Mr. Lepore stated that it maybe fun to have theme nights for families at the fountain on Broadway, with colored lights and bubbles.

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

On Motion by Mr. Booth, seconded by Mr. Riley, and passed by the affirmative vote of all members present, no nays, no 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 20, 2025

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no absent, no abstain, the reading of the Minutes of the Regular Meeting of the Long Branch Sewerage Authority held on August 20, 2025, 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 20, 2025, 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 Correspondence Item No. 13 is a letter from Colliers Engineering and Design recommending the conditional approval of the application from LB648, LLC for the sewer connection at 648 Second Avenue, Block 93 Lot 1. Mr. Roguski introduced Mr. Dominic Ierardi from Colliers Engineering and Design.

Mr. Ierardi stated the application for 648 Second Avenue is a proposed mixed-use building consisting of 2,200 sq. ft. of commercial space with twenty- four (24) residential units. The building is to be serviced by a six (6") inch lateral tying into the eight (8") inch main within West End Avenue, with an estimated flow of 4,578 GPD.

The following resolution was presented.

RESOLUTION

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

WHEREAS, LB648, LLC has applied for sewer connection for 648 Second Avenue, known as Block 93, Lot 1, and

WHEREAS, the application was accompanied by the necessary documentation, and

WHEREAS, the Authority Consulting Engineer, Colliers Engineering & Design, has reviewed the associated documents, and has recommended that the application be conditionally approved in their letter, dated September 10, 2025, attached hereto and made a part hereof, and

WHEREAS, there is adequate WWTP capacity to service the request.

NOW, THEREFORE, BE IT RESOLVED by the Long Branch Sewerage Authority that the application of LB648, LLC for connection to the sewerage system be and the same is hereby approved conditionally as per the letter of the Authority Consulting Engineer, Colliers Engineering & Design, dated September 10, 2025, 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.

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	- AYE
Mrs. Morris	- AYE

Date: September 17, 2025
R1.9-25
Exhibit A

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Mr. Roguski had nothing further to report.

LIST OF CORRESPONDENCE FOR REGULAR MEETING

LONG BRANCH SEWERAGE AUTHORITY

SEPTEMBER 17, 2025

1) Certified Notice dated 08/13/25 received 08/21/25 from Michael & Eleni Corbosiero, re: 147 Second Ave. / Block 227 Lot 1.01

2) Certified Notice of Hearing dated 08/12/25 received 08/21/25 from Jennifer S. Krimko, Esq., re: Block 11 Lot 10, Ocean Township (NOT LBSA)

3) Letter dated 08/25/25 received 08/25/25 from Colliers Engineering & Design, re: North Light LLC. / 305 Broadway Ave/ Block 268 Lots 1-7, 32 & 33

4) Letter dated 08/25/25 (REVISED 8/27/25) received 08/27/25 from Colliers Engineering & Design, re: PV Condo LLC/ 36 Morris Ave / Block 218 Lot 4.01

5) Certified Public Notice dated 08/22/25 received 08/25/25 from Joseph Ferraina, re: 107 Matilda Terrace/ Block 147 Lot 11.01

6) Letter dated 08/25/25(REVISED 08/27/25) received 08/27/25 from Colliers Engineering & Design, re: Morris Ave Commons, LLC / 400 Morris Ave / Block 230 Lot 13.01

7) Letter dated 08/21/25 received 08/25/25 from Krenkel & Krenkel, LLC, re:161 Wardell Place/ Block 161 Lot 26/ Applicant seeks to construct a single-family residence on the existing vacant lot

8) Proposal dated 09/09/25 received 09/09/25 from CME Associates for the 2025 WWTP and Collection System Capital Improvements

9) Proposal dated 09/09/25 received 09/09/25 from Colliers Engineering and Design for the 2025 WWTP and Collection System Capital Improvements

10) Proposal dated 09/09/25 received 09/09/25 from Remington & Vernick Engineers for the 2025 WWTP and Collection System Capital Improvements

11) Proposal dated 09/09/25 received 09/09/25 from T&M Associates for the 2025 WWTP and Collection System Capital Improvements

12) Proposal dated 09/09/25 received 09/10/25 from Van Cleef Engineering for the 2025 WWTP and Collection System Capital Improvements

ACTION 13) Letter dated 09/10/25 received 09/10/25 from Colliers Engineering and Design, re: Approval of the application from LB648, LLC for 648 Second Avenue / Block 93 Lot 1

14) Letter dated 09/10/25 received 09/10/25 from Colliers Engineering and Design, re: Engineer's Status Report for September 2025 meeting

15) Application dated 09/03/25 received 09/04/25 from Stonefield Engineering and Design, LLC, re: 83 North Broadway / Block 305 Lot 9 / Proposed Mixed Use Development

16) Letter dated 08/29/25 received 09/03/25 from Nelson Engineering Associates, Inc., re: 479 Ocean Ave. / Block 470 Lot 4.02

17) Certified Letter received 09/12/25 from Marion Fragale, re: Utility Availability Request: Sewer for Block 356 Lots 2 and 10

On Motion by Mr. Riley, seconded by Mr. Booth and passed by the affirmative vote of all members present, no nays, no 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.

IX. Report of the Executive Director for the September 17, 2025 Authority Meeting

Mr. Roguski reported that there was an average daily flow of 2.54 MGD over the last month, and the Authority has met all limits of the discharge permit.

Mr. Roguski reported the bids for annual contracts have been advertised. Bids will be received on October 1, 2025 and presented for consideration at the next Board meeting.

Mr. Roguski stated that the proposed budget for 2026 will be presented at the October meeting. If approved, the budget will be sent to the State for review. Upon State approval, the budget will be presented for ratification at the December meeting.

Mr. Roguski explained that the 2025 Jet Vac Truck requires maintenance on the vactor portion of the truck. Mr. Roguski further explained that these are custom designed components and should be sent back to the manufacturer for any service. The cost of this service will be $6,062.13.

The following resolution was presented.

RESOLUTION

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

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. 0000004862, undated, from Jet Vac Equipment, in the amount of $6,062.13, 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. 0000004862, undated, from Jet Vac Equipment, in the amount of $6,062.13, 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 - AYE
Mrs. Morris - AYE

Date: September 17, 2025
R2.9-25
Exhibits B, C, & D

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Mr. Roguski stated he has been working with the Authority's energy professional, Mr. John Smith of Mantis Innovations, who has advised Mr. Roguski to participate in online bidding for the electrical service to lock in a set rate of possibly $0.12 per kwh to avoid any potential shock increases. Mr. Roguski further explained that the auction will take place on September 24, 2025, at 11.00 am, and once the bids come in, the contract must be signed almost immediately. Mr. Roguski explained that if we realize a rate of 0.12 per kwh or less and the conditions of the contract are favorable for the Authority, he would move forward with the contract upon calling individual Board Members. Mr. Roguski further stated that we have been very successful with these online auctions in the past and have realized significant savings.

Mr. Roguski stated that Mr. Smith advised him not to bid on natural gas at this time as the gas prices are very low right now and any bids would likely not provide any savings.

The following resolution was presented.

A RESOLUTION OF LONG BRANCH SEWERAGE AUTHORITY AUTHORIZING THE PURCHASE OF ELECTRICITY SUPPLY SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

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

WHEREAS, Long Branch Sewerage Authority has determined to move forward with the EMEX Reverse Auction in order procure electricity for Long Branch Sewerage Authority; and

WHEREAS, the Local Government Electronic Procurement Act (P.L. 2018, c. 156) (the "Act") authorizes the purchase of electricity supply service for public use through the use of an online auction service; and

WHEREAS, the Long Branch Sewerage Authority will utilize the online auction services of EMEX, LLC, a division of Mantis Innovation an approved vendor pursuant to the Act; and

WHEREAS, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

WHEREAS, the auction will be conducted pursuant to the Act; and

WHEREAS, if the auction achieves a price of $0.12 kwh or less for any period and at terms favorable to the Long Branch Sewerage Authority; Long Branch Sewerage Authority may award a contract to the winning supplier for the selected period at the sole discretion of the Long Branch Sewerage Authority Chairman and/or Executive Director.

NOW THEREFORE BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY, that the Executive Director of the Long Branch Sewerage Authority is hereby authorized to execute on behalf of the Long Branch Sewerage Authority any electricity contract proffered by the participating supplier that submits the winning bid in the EMEX Reverse Auction if the auction achieves a price of $0.12 kWh or less for any period and at terms favorable to the Long Branch Sewerage Authority; Long Branch Sewerage Authority may award a contract to the winning supplier for the selected period at the sole discretion of the Long Branch Sewerage Authority Chairman and/or Executive Director.

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 - AYE
Mrs. Morris - AYE

Date: September 17, 2025
R3.9-25

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Mr. Roguski stated that once the auction is complete, he will phone each Board Member before signing the contract.

Mr. Roguski stated that the Association of Environmental Authorities of New Jersey will hold their annual conference in Atlantic City on November 17 & 18, 2025. This conference is a management & leadership level conference which is beneficial for the Board Members to be brought up to speed on pertinent legal matters facing the industry and offers the opportunity to socialize with members from other authorities around the state.

The following resolution was presented.

RESOLUTION

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

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 17, 2025 and November 18, 2025, 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 - AYE
Mrs. Morris - AYE

Date: September 17, 2025
R4.9-25

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Mr. Roguski explained the New Jersey Water Environment Association 2025 Fall Technology Transfer Seminar will be held October 20, 2025 to October 23, 2025, at the Sheraton in Eatontown. Mr. Roguski further explained that the seminar offers the staff the opportunity to learn about new technologies within the industry and the education required to maintain their licenses.

The following resolution was presented.

RESOLUTION

Mr. Booth 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 New Jersey Water Environment Association (hereinafter referred to as "NJWEA") 2025 Fall Technology Transfer Seminar to be held October 20, 2025 to October 23, 2025, 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 2025 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 - AYE
Mrs. Morris - AYE

Date: September 17, 2025
R5.9-25

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Mr. Roguski advised that the Greater Long Branch Chamber of Commerce Annual Awards Dinner will be held on October 16, 2025.

The following resolution was presented.

RESOLUTION

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

WHEREAS, The Greater Long Branch Chamber of Commerce will be holding the 90th 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 2025 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	- AYE
Mrs. Morris	- AYE

Date: September 17, 2025
R6.9-25

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Mr. Roguski had nothing further to report.

On Motion by Mr. Riley, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no 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 20, 2025

Mr. Bonello had nothing to report.

On Motion by Mr. Booth, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no 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 20, 2025

Mr. Fallon reported the 2024 Audit is almost complete, pending the State's issuance of the pension and the OPEB reports. Mr. Fallon is hopeful that it will be present at the October meeting.

Mr. Fallon had nothing further to report.

On Motion by Mr. Riley, seconded by Mr. Brown, and passed by the affirmative vote of all members present, no nays, no 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 20, 2025

Mr. Ierardi reported regarding the Hoey Pump Station Improvements, Colliers has been actively engaged with the contractor during the submittal process and anticipate limited construction to begin later this year with the bulk of the construction taking place next spring.

Mr. Ierardi stated that there has been limited activity with the development projects, with only one new application which was previously discussed under the Correspondence section.

Mr. Ierardi 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, no 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. Booth, seconded by Mr. Brown, and passed by all affirmative vote of all members present, no nays, no absent, no abstain, approving the Authority Transfers for the month of August 2025 as listed.

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 17TH DAY OF SEPTEMBER 2025 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT THAT THE AUTHORITY HEREBY APPROVES THE TRANSFERS MADE FOR THE MONTH OF AUGUST 2025 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 2025

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

RESOLUTION

BE IT RESOLVED BY THE LONG BRANCH SEWERAGE AUTHORITY IN SESSION AT A REGULAR MEETING THEREOF ON THIS 17th DAY OF SEPTEMBER 2025 PURSUANT TO NOTICE AT WHICH AT LEAST A QUORUM IS PRESENT, the List of Bills for the month of August 2025 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 3:26 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, no absent, no abstain, the meeting was adjourned at 3:26 p.m.

Respectfully submitted,

David G. Brown, Secretary

Thomas Roguski, Executive Director