

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY  
PUBLIC MEETING MINUTES  
FEBRUARY 18, 2015**

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An advertised Public Meeting of the Manasquan River Regional Sewerage Authority was called to order by Chairman Gatto in the Authority's office, 89 Havens Bridge Road, Howell, New Jersey at 5:30 p.m. Those present included: William J. Mehr, Esq., Mehr, LaFrance and Williams; Peter E. Kocsik, P.E, Hatch Mott MacDonald; Brian J. Brach, P.E., Executive Director, Donald Hill, Recording Secretary and the following commissioners as per the roll call.

Following an opening statement regarding the "Open Public Meeting Act" pursuant to the Laws of 1975, Chapter 231, the Pledge of Allegiance was recited.

Chairman Gatto requested a roll call.

**ROLL CALL:**

**PRESENT:** Mrs. DeSarno, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Tantillo,  
Mr. Wilson and Mr. Gatto

**ABSENT:** Mr. Daly, Mr. Gartz

**APPROVAL OF THE PUBLIC MEETING MINUTES HELD JANUARY 21, 2015**

Moved by Mrs. DeSarno, seconded by Mr. Morgan.

**ROLL CALL:**

**AYES:** Mrs. DeSarno, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Tantillo,  
and Mr. Gatto

**NAYS:** None

**ABSTAIN:** Mr. Wilson

**DISQUALIFY:** None

**ABSENT:** Mr. Gartz, Mr. Daly

**REORGANIZATION ITEMS**

**MOTION THAT THE EXECUTIVE DIRECTOR SERVE AS TEMPORARY CHAIR FOR THE PURPOSE OF REORGANIZATION**

Moved by Mr. Wilson, seconded by Mr. Morgan.

**ROLL CALL:**

**AYES:** Mrs. DeSarno, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Tantillo,  
Mr. Wilson and Mr. Gatto

**NAYS:** None

**ABSTAIN:** None

**DISQUALIFY:** None

**ABSENT:** Mr. Gartz, Mr. Daly

Mr. Brach served as Temporary Chair and commended Mr. Gatto for his service as Chair over the past year. Mr. Brach entertained nominations for a new Chair. Mr. Tantillo was nominated for the Chair Position.

MOTION TO APPOINT MR. TANTILLO AS CHAIRMAN FOR A ONE-YEAR PERIOD

Moved by Mr. Savino, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Tantillo,  
Mr. Wilson and Mr. Gatto  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

Mr. Brach turned the meeting over to Mr. Tantillo. Chairman Tantillo entertained nominations for Vice Chair. Mr. Gatto nominated Mary DeSarno as Vice Chair of the Authority, seconded by Mr. Morgan.

MOTION TO APPOINT MRS. DESARNO AS VICE CHAIR FOR A ONE-YEAR PERIOD

Moved by Mr. Gatto, seconded by Mr. Morgan

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,  
Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

Chairman Tantillo entertained Resolution No. 2015-11 appointing Mrs. McKenna as Secretary, Mr. Morgan as Treasurer and Mr. Brach as Assistant Secretary. There were no objections to these appointments.

RESOLUTION NO. 2015-11 APPOINTING SECRETARY, ASSISTANT SECRETARY AND TREASURER

Moved by Mr. Gatto, seconded by Mrs. DeSarno

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,  
Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

Chairman Tantillo entertained nominations for the Authority's 2015 Committees. Mr. Brach explained that all Committees and their Chairs were proposed to remain unchanged for 2015. There were no objections. The 2015 Committees are as follows:

ENGINEERING COMMITTEE

Mr. Golub (Chair)  
Mrs. DeSarno  
Mr. Wilson  
Mr. Savino  
Mr. Daly

FINANCE COMMITTEE

Mr. Gartz (Chair)  
Mrs. McKenna  
Mr. Tantillo  
Mr. Gatto  
Mr. Morgan

PERSONNEL COMMITTEE

Mrs. DeSarno (Chair)  
Mr. Gartz  
Mr. Tantillo  
Mr. Gatto  
Mr. Morgan

INSURANCE COMMITTEE

Mr. Wilson (Chair)  
Mr. Golub  
Mrs. McKenna  
Mr. Savino  
Mr. Daly

RESOLUTION NO. 2015-12 DESIGNATING THE ASBURY PARK PRESS AND STAR LEDGER AS THE AUTHORITY'S OFFICIAL NEWSPAPERS

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,  
Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

RESOLUTION NO. 2015-13 ADOPTING 2015 MEETING SCHEDULE

Moved by Mr. Wilson, seconded by Mr. Gatto.

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,  
Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

Subsequent to approval of the 2015 Meeting Schedule, Mr. Brach informed the Commissioners that historically, the November meeting was held on the second Wednesday, which happens to fall on Veterans Day during 2015. As such, the November 2015 meeting was pushed to the third Wednesday, November 18, 2015. Mr. Gatto indicated that the third Wednesday of November is at the same time as the League of Municipalities and would be a conflict. After discussion among Mr. Brach and the Commissioners, it was determined that the November 2015 meeting would be held on the first Wednesday of the month, which was November 4, 2015.

RESOLUTION NO. 2015-14 APPROVING 2015 CASH MANAGEMENT PLAN

Moved by Mr. Morgan, seconded by Mr. Savino.

DISCUSSION: Mr. Gatto suggested that the Cash Management Plan be revised to include Two Rivers Community Bank and Investors Bank, as recommended by the Finance Chair, Mr. Gartz, in separate correspondence on the matter prior to the meeting. Mr. Brach indicated that both of these banks had been included within the Cash Management Plan as presented before the Board.

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,  
Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz, Mr. Daly

Mr. Daly arrived at 5:38pm.

RESOLUTION NO. 2015-15 DESIGNATING DEPOSITORIES

Moved by Mr. Gatto, seconded by Mrs. DeSarno.

DISCUSSION: Mr. Gatto inquired as to whether or not Mr. Brach had researched Bank of America (with regards to fees being charged on accounts). Mr. Brach indicated that he had not looked into that matter. Mr. Brach added that Two Rivers Community Bank and Investors Bank need to be added as depositories to Resolution No. 2015-15.

Mr. Gatto further detailed that when this issue had been raised in the past, there was never a resolution. Mr. Morgan stated that Farmingdale has business accounts, that there were fees charged and they were deducted from the interest earned. Mr. Gatto noted that there are banks available that do not charge fees and wanted to make Mr. Brach aware that there might be other options. Mr. Brach inquired with Mr. Hill as to whether or not Bank of America was still charging fees. Mr. Hill stated that fees are not indicated on the monthly bank statements and noted that it is possible they may be netted out against interest earned. Mr. Brach and Mr. Hill informed the Board that they would review the matter.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-16 AUTHORIZING SIGNATORIES FOR DESIGNATED BANK ACCOUNTS

Moved by Mr. Gatto, seconded by Mrs. DeSarno.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

**2015 PROFESSIONAL SERVICES APPOINTMENTS**

The Authority is awarding contracts for Professional Services under the requirements of the “Fair and Open Process” of the “Pay-to-Play Law”, as authorized by the Board of Commissioners at the January 21, 2015 Public Meeting.

RESOLUTION NO. 2015-17 APPOINTING GENERAL COUNSEL

Moved by Mr. Gatto, seconded by Mr. Wilson.

DISCUSSION: Mrs. DeSarno, Chair of the Personnel Committee, stated that the Personnel Committee had met just prior to tonight’s meeting to review and discuss the appointment of the Authority’s various professionals. Mrs. DeSarno indicated that it is the recommendation of the Personnel Committee that the following Professionals be appointed for 2015:

General Counsel: Mehr, LaFrance & Williams  
Conflict Counsel: Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors  
Bond Counsel: Dilworth Paxson LLP  
Consulting Engineer: Hatch Mott MacDonald  
Conflict Engineer: WJH Engineering  
Auditor: Holman Frenia Allison, P.C.  
Consulting Accountant: William E. Antonides & Company  
Risk Management Consultant: Conner Strong Companies, Inc.

There were no objections or comments from the Board. Mr. Morgan inquired as to whether or not we would approve the Professional appointments as a group. Chairman Tantillo indicated that each resolution would be heard separately.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-18 APPOINTING CONFLICT COUNSEL

Moved by Mr. Morgan, seconded by Mrs. DeSarno.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-19 APPOINTING BOND COUNSEL

Moved by Mr. Savino, seconded by Mr. Daly.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-20 APPOINTING CONSULTING ENGINEER

Moved by Mrs. DeSarno, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-21 APPOINTING CONFLICT ENGINEER

Moved by Mr. Morgan, seconded by Mr. Gatto.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-22 APPOINTING AUDITOR

Moved by Mr. Morgan, seconded by Mr. Golub.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-23 APPOINTING CONSULTING ACCOUNTANT

Moved by Mr. Morgan, seconded by Mr. Savino.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-24 RISK MANAGEMENT CONSULTANT

Moved by Mr. Morgan, seconded by Mr. Gatto.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

**FINANCIAL ITEMS**

ACCEPTANCE OF THE JANUARY 2015 TREASURER'S REPORT AND TRANSFER OF  
\$2,142,300.00 FROM REVENUE ACCOUNT TO CHECKING

Moved by Mr. Morgan, seconded by Mrs. DeSarno.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

APPROVAL OF THE PAYMENT OF THE BILL LIST IN THE AMOUNT OF \$2,072,248.53

Moved by Mr. Morgan, seconded by Mr. Savino.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT OF \$20,024.14

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz

APPROVAL OF THE PAYMENT OF DEVELOPER'S ESCROW VOUCHERS IN THE AMOUNT OF \$3,808.52

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz



**PERSONNEL MATTERS**

RESOLUTION NO. 2015-25 HIRING OF DONALD HILL, CPA, AS AUTHORITY FINANCE OFFICER

Moved by Mr. Morgan, seconded by Mrs. DeSarno.

DISCUSSION: Mr. Golub questioned why this position wasn't advertised with the other Professional Service positions. Mr. Brach explained that this position was to replace Susan Riis, as Bookkeeper, and that he had renamed the position "Finance Officer". Mr. Brach indicated that Donald Hill was now being brought on full-time with the Authority. Mr. Gatto clarified that this was an actual position within the Authority. Mr. Golub was acknowledged this was an internal position within the Authority.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz

**GENERAL MATTERS**

RESOLUTION NO. 2015-26 AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE REPLACEMENT SEAL WATER PUMPS FOR THE UPPER MANASQUAN PUMP STATION

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mrs. DeSarno, Mr. Daly, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz

RESOLUTION NO. 2015-27 AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE REPLACEMENT CASING ASSEMBLY FOR PUMP NO. 2 AT THE UPPER MANASQUAN PUMP STATION

Moved by Mr. Morgan, seconded by Mr. Savino.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz

RESOLUTION NO. 2015-28 AUTHORIZING REPAIR OF THE ELECTRIC SERVICE DROP AT THE LOWER SYSTEM HYDROGEN PEROXIDE FACILITY

Moved by Mr. Morgan, seconded by Mr. Gatto.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-29 AUTHORIZING EXECUTIVE DIRECTOR TO RENEW DUES FOR 2015 MEMBERSHIP IN THE ASSOCIATION OF ENVIRONMENTAL AUTHORITIES

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan,  
Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

DISCUSSION: Mr. Brach engaged the Board of Commissioners in a discussion regarding establishment of a threshold that the Executive Director is authorized to purchase without Board Approval. Mr. Brach indicated that after inquiring with the Authority's Attorney, Mr. Mehr, there was no recollection of a formal threshold that had been established by the Board for purchases which require approval via resolution. Mr. Brach proposed a threshold of \$2,625 and explained that this value corresponded to the value established by Local Public Contracts Law for purchases which require a minimum of two quotes (equivalent to 15% of the Authority's Public Bid Threshold of \$17,500). Mrs. DeSarno inquired about purchases in aggregate. Mr. Brach stated that aggregate purchases in excess of the \$2,625 would require Board approval. Mr. Brach provided an example of an aggregate purchase, such as salt for winter. There may be times when multiple salt purchases, in aggregate, exceed the \$2,625 threshold. Mrs. DeSarno inquired as to whether or not those situations occurred frequently, to which Mr. Brach responded they do not. Mr. Brach indicated that he was proposing to formally have the Board act on establishment a threshold of \$2,625, as introduced within Resolution No. 2015-30. Mr. Brach indicated that this threshold would be established in perpetuity, subject to revisions in the future. The Board of Commissioners generally discussed the establishment of the threshold and there were no further comments.

RESOLUTION NO. 2015-30 ESTABLISHING \$2,625 THRESHOLD FOR AUTHORIZATION OF PURCHASES BY HT EXECUTIVE DIRECTOR WITHOUT APPROVAL BY THE BOARD OF COMMISSIONERS VIA RESOLUTION

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

RESOLUTION NO. 2015-31 APPROVING SEWER APPLICATION NO. 2015-02 FOR RAMTOWN-HOWELL FIRE COMPANY NO. 2 (HOWELL TOWNSHIP)

Moved by Mr. Gatto, seconded by Mr. Morgan.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino, Mr. Wilson and Mr. Tantillo  
NAYS: None  
ABSTAIN: None  
DISQUALIFY: None  
ABSENT: Mr. Gartz

DISCUSSION: Mr. Brach engaged the Board of Commissioners in a discussion regarding conversion of the Authority's existing phone service to a voice over IP (VoIP) service as proposed by Vonage. Mr. Brach indicated that an audit of the Authority's phone service resulted in the discovery of several phone lines that could be eliminated from service, resulting in savings that could help compensate for the new VoIP phone system. Mr. Brach explained that this conversion did not require Board approval but that he wanted the Board to be aware of this potential upgrade in service to gauge if there was any disapproval. Mr. Brach explained that the current phone system lacked functionality, such as individual extensions and voicemail, and that the VoIP services offered by Vonage would provide more functionality at a lower monthly cost (estimated at time of discussion to save \$78/month).

Mr. Tantillo inquired as to whether or not there was a downfall with the proposed system. Mr. Brach further detailed that the Authority's existing land line based phone system was antiquated and no longer serviceable and that the Authority would get more with this system and pay less.

There were no objections and all Commissioners present were in favor of the phone system conversion.

**REPORTS**

ENGINEERING COMMITTEE: Mr. Golub indicated that there was no Engineering Committee Report this month, as a committee meeting could not be coordinated due to scheduling conflicts. Mr. Golub stated that a committee meeting would be held prior to the March meeting.

Mr. Brach commented that the Board had received Hatch Mott MacDoanld's (HMM) summary of ongoing engineering projects. Mr. Kocsik added that the Board would be receiving these status updates on a monthly basis to keep all Commissioners informed. There were no comments or questions from the Board.

PERSONNEL COMMITTEE: Mrs. DeSarno indicated that the part-time Executive Secretary position would be advertised this upcoming Friday. Mr. Morgan inquired as to how many hours the part-time position would be for. Mr. Brach indicated it was estimated to be a 24-hour per week position. Mr. Mehr questioned whether or not that would qualify the employee for benefits. Mr. Brach clarified that the position would not qualify for health or pension benefits, being as that those benefits require employment greater than 32-hours per week.

FINANCE COMMITTEE: No report.

INSURANCE COMMITTEE: No report.

EXECUTIVE DIRECTOR'S REPORT: Mr. Brach advised the Board that the Ocean County Utilities Authority had provided a notice of bonding to fund several rehabilitation and replacement projects.

Mr. Brach commented further on a memo that had been provided within the Board's package regarding a meeting with the Authority's NJDEP representative following the Route 9 Force Main break. The meeting was geared towards odor issues in Freewood Acres. Mr. Brach indicated that the NJDEP representative provided a letter requesting the status of the vent pipe. Mr. Brach was fully aware of the history of the odor issues and noted that Howell is potentially moving forward with sewerage of Freewood Acres. Mr. Brach advised the Board that the NJDEP expects action from the Authority and further noted that the Bioxide demonstration (during Summer 2014) provided an alternative for the vent pipe in the form of a monitored chemical system.

Mr. Gatto inquired as to the cost of a vent pipe. Mr. Kocsik indicated that a similar vent pipe was installed adjacent to the gas station at Sunnyside Road in 2008 for approximately \$12,500. Mr. Gatto inquired if Howell Township was going to bond for the proposed sewer project. Mr. Tantillo responded that was most likely. Mr. Savino commented that it could be 4 to 5-years before the sewer project is complete and operational.

Mr. Savino elaborated that the Authority's pipeline is causing the fairly strong odors and that the NJDEP letter was supporting this. Mr. Savino stated, that in speaking for Howell Township and its residents, the vent pipe is worth a try, although there is no guarantee it will work. Mr. Kocsik added that the Authority's pipeline is essentially "breathing" through the house vents. Mr. Gatto stated that this is an ongoing issue that Howell needs to address. Mr. Gatto suggested that the Authority is not going to be subject to "band aid" repairs.

Mr. Savino informed the Board that the sanitary sewer system had been preliminarily studied and that Howell would need to float the bonds, complete design, obtained permits and easements rights, bid contract and the build the system. Mr. Savino added that Freewood Acres and Route 9 North would potentially be sewerage at the same time to realize an economy of scale and he would estimated a 4 to 5-year time period before all was complete. Mr. Gatto stressed the point that the Authority isn't interested in spending \$12,500 on this vent, following by other "band aid" repairs. Mr. Gatto suggested that a letter be written to Howell to gauge their current status with the sewer project and to clarify that the Authority is not going to be subject to "band aid" repairs.

Mr. Brach commented that this was a complicated issue and added that he did not believe the vent pipe would solve anything. Mrs. DeSarno questioned about the chemical program. Mr. Brach provided general details on a monitored Bioxide/Hydrogen Peroxide chemical program that would assist in lowering the levels of hydrogen sulfide (H<sub>2</sub>S), which is primarily responsible for the odors. Mr. Brach commented the chemical program would cost money but that the Authority could adjust the system accordingly to provide maximum effectiveness. Mrs. DeSarno questioned as to when a monitored chemical system could be installed. Mr. Brach responded 6-months at the earliest. Mrs. DeSarno further

questioned as to how soon a vent could be installed. Mr. Brach and Mr. Kocsik explained it could happen in a matter of a couple of months, subject to letter quotes being obtained.

The Board questioned the location of the proposed vent pipe. Mr. Kocsik responded that the vent pipe would be installed adjacent to a Park on Smith Street, with a carbon canister to help alleviate odors. Mrs. DeSarno suggested this be discussed further at the next Engineering Committee meeting. Mr. Brach indicated that discussion would be deferred until such time that it could be discussed with the Engineering Committee.

Mr. Golub stated that if the Authority installs the vent pipe, how does the Authority have the option to say “no” to the next Member in the future? Mr. Golub followed that up by stating that if the vent pipe is installed in this particular instance, possibly it would provide Howell the “energy” to move forward.

Mr. Savino reiterated that the odors are emanating from the Authority’s pipeline, not the Township’s pipeline. Mr. Savino stated there are other reasons why its happening (but did not elaborate) and stressed that this wasn’t a Township pipeline. Mr. Golub stressed that it was Howell Township that hooked residents to the pipeline and reiterated that if the Authority installs the vent pipe in this particular situation, then the Authority will have troubles denying other such requests in the future that would potentially result a significant amount of money.

Mr. Brach expressed it was a complicated situation. Mr. Savino inquired if the Authority has other similar odor complaints? Mr. Gatto stressed that something needed to be provided in writing. Mr. Mehr inquired as to if there were other direct connections within the Authority’s system. Mr. Kocsik indicated that there were multiple other individual lateral connections within the Authority’s system, however, there were not downstream of a 3-mile long force main. Mr. Kocsik stressed that it was detention time within the force main causing odors.

Mr. Tantillo inquired as to if there were any further questions. No further comments or questions were heard from the Board.

OLD BUSINESS: No report.

NEW BUSINESS: Mr. Golub explained that he had been contacted by a representative from a “County-wide” charitable organization (details of which were not disclosed) that was in the process of planning for a proposed construction project that would require sanitary sewer service. Mr. Golub inquired as to whether or not reduced fees were available for the non-profit organization. There was discussion among the Board of Commissioners and Professionals. Mr. Gatto asked Mr. Mehr if reduced fees have ever been provided. Mr. Mehr explained that the Authority does not discriminate and that all Applicants are charged the same fees. Mr. Mehr brought up an example of the Ramtown Fire Company, that was approved at this meeting, which paid all full fees. Mr. Brach commented that recently a connection for Habitat for Humanity had been approved at full fees. Mr. Golub stated, basically, no reduction in fees were provided by the Authority. Mr. Mehr commented that new Rule and Regulations would need to be adopted by the Authority to specifically define reductions in fees.

Mr. Golub was satisfied and reiterated that no reduction fees were typically provided by the Authority.

PUBLIC PORTION: No members of the public were present.

There being no further business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,



Olga R. McKenna

---

Olga R. McKenna, Secretary