

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY
PUBLIC MEETING MINUTES
FEBRUARY 17, 2016**

An advertised Public Meeting of the Manasquan River Regional Sewerage Authority was called to order by Chair Jesse Tantillo in the Authority's Headquarters, 89 Havens Bridge Road, Farmingdale, New Jersey at 5:30 p.m. 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 Tantillo requested a roll call. 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 F. Hill, Recording Secretary and the following Commissioners as per the roll call:

ROLL CALL:

PRESENT: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Gatto,
Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo
ABSENT: Mr. Gartz, Mr. Morgan

SWEARING IN OF MR. STEPHEN JOHNSON (HOWELL TOWNSHIP COMMISSIONER) AND MRS. JULISA GARCIA (FREEHOLD TOWNSHIP COMMISSIONER)

The Authority's Counsel, Mr. William Mehr, held a swearing in of the new Commissioners whom took an oath of office to serve the Manasquan River Regional Sewerage Authority.

APPROVAL OF THE PUBLIC MEETING MINUTES HELD JANUARY 20, 2016

Moved by Mr. Gatto, seconded by Mr. Daly.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gatto, Mr. Tantillo
NAYS: None
ABSTAIN: Mr. Wilson, Mrs. McKenna
DISQUALIFY: Mrs. Garcia, Mr. Johnson
ABSENT: Mr. Gartz, Mr. Morgan

RE-ORGANIZATION ITEMS

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

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

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
NAYS: None
ABSTAIN: None
DISQUALIFY: None
ABSENT: Mr. Gartz, Mr. Morgan

Mr. Brach served as Temporary Chair and commended Mr. Tantillo on a job well done as Chair for 2015. Mr. Brach entertained nominations for a new Chair. Mr. Gatto was nominated for the Chair position.

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

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

Mr. Brach went on record as noting that historically, the Authority had rotated the Chair position among the Member Municipalities in alphabetical order. However, Mr. Brach noted that the representatives from Wall Township, Farmingdale Borough and Freehold Borough had deferred the Chair responsibility. Mr. Gatto had expressed interest, leading to his nomination.

Mr. Brach turned the meeting over to Mr. Gatto. Chairman Gatto entertained nominations for the Vice Chair position.

MOTION TO APPOINT MR. MICHAEL WILSON AS VICE CHAIR FOR A ONE-YEAR PERIOD

Moved by Mr. Gatto, seconded by Mr. Daly.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

Chairman Gatto noted that Committee positions had been detailed within the meeting package and that if anyone had an issue with their assignments, directed them to speak with the Executive Director. There were no comments from the Board.

RESOLUTION NO. 2016-11 APPOINTING SECRETARY, ASSISTANT SECRETARY AND TREASURER

Moved by Mr. Wilson, seconded by Mr. Tantillo.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-12 DESIGNATING THE ASBURY PARK PRESS AND STAR LEDGER AS THE AUTHORITY'S OFFICIAL NEWSPAPERS

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-13 ADOPTING 2016 MEETING SCHEDULE

Moved by Mr. Wilson, seconded by Mr. Tantillo.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-14 APPROVING 2016 CASH MANAGEMENT PLAN

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-15 DESIGNATING DEPOSITORIES

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-16 AUTHORIZING SIGNATORIES FOR DESIGNATED BANK ACCOUNTS

Moved by Mr. Tantillo, seconded by Mr. Johnson.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz, Mr. Morgan

2016 PROFESSIONAL SERVICES APPOINTMENTS

SUMMARY OF RECOMMENDED PROFESSIONAL APPOINTMENTS BY EXECUTIVE DIRECTOR AND PERSONNEL COMMITTEE CHAIR

DISCUSSION: Mrs. DeSarno informed the Board that the Personnel Committee had met and reviewed the Request for Qualifications package that were submitted for the various 2016 Authority Professional position and recommended that awards be made to the following firms:

General Counsel:	Mehr, LaFrance and Williams
Conflict Counsel:	Dasti, Murphy, McGuckin, P.C.
Bond Counsel:	Dilworth Paxson
Consulting Engineer:	Hatch Mott MacDonald
Conflict Engineer:	Greeley and Hansen

There were no questions or discussion from the Board.

APPROVAL OF CONSENT AGENDA ITEMS UNDER SINGLE MOTION (SEE CONSENT AGENDA ITEMS BELOW)

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

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-17 APPOINTING GENERAL COUNSEL

RESOLUTION NO. 2016-18 APPOINTING CONFLICT COUNSEL

RESOLUTION NO. 2016-19 APPOINTING BOND COUNSEL

RESOLUTION NO. 2016-20 APPOINTING CONSULTING ENGINEER

RESOLUTION NO. 2016-21 APPOINTING CONFLICT ENGINEER

GENERAL MATTERS

RESOLUTION NO. 2016-22 AUTHORIZING EXECUTIVE DIRECTOR TO RENEW DUES FOR 2016 MEMBERSHIP IN THE ASSOCIATION OF ENVIRONMENTAL AUTHORITIES

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

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
NAYS: None
ABSTAIN: None
DISQUALIFY: None
ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-23 RATIFICATION OF PURCHASE OF GREASE CONTROL PRODUCTS FOR THE MINGAMAHONE PUMP STATION

Moved by Mr. Daly, seconded by Mr. Tantillo.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
NAYS: None
ABSTAIN: None
DISQUALIFY: None
ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-24 AUTHORIZING PAYMENT OF NJDOT UTILITY OPENING PERMIT FEES UNDER CONTRACT NO. 46 FOR THE ROUTE 9 FORCE MAIN REPLACEMENT

Moved by Mr. Johnson, seconded by Mr. Tantillo.

DISCUSSION: Mr. Brach informed the Board that the NJDOT required a \$35,000 restoration guarantee (refundable upon satisfactory restoration at the completion of construction) and a \$3,000 inspection escrow (utilized to reimburse the NJDOT for their time on-site) as part of the required Utility Opening Permit. The fees were discussed with the Authority's Engineer, Mr. Kocsik, who confirmed that they were reasonable for a project of this magnitude. Mr. Gatto requested that a concise summary of the project be provided for the new Commissioners, to which Mr. Brach provided a general summary of the need for the force main replacement. Mr. Mehr added details concerning the status of obtaining easements and the pending Declarations of Taking.

Mr. Gatto inquired if this was the same section of force main pipeline that had failed during January 2015. Mr. Brach indicated that this section of pipeline had actually failed subsequent to Hurricane Irene during September 2011. Clarification was provided between the force main failures and Mr. Brach informed the Board the January 2015 failure had been repaired and was complete.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
NAYS: None
ABSTAIN: None
DISQUALIFY: None
ABSENT: Mr. Gartz, Mr. Morgan

RESOLUTION NO. 2016-25 AUTHORIZING PAYMENT FOR RECURRING SOFTWARE-AS-A-SERVICE (SaaS) AND INFRASTRUCTURE-AS-A-SERVICE (IaaS) FEES

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

FINANCE MATTERS

ACCEPTANCE OF THE JANUARY 2016 TREASURER’S REPORT AND TRANSFER OF \$197,250.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

Moved by Mr. Tantillo, seconded by Mrs. Garcia.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

APPROVAL OF THE PAYMENT OF THE FEBURARY BILL LIST IN THE AMOUNT OF \$125,740.62

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

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT OF \$101,667.70

Moved by Mr. Tantillo, seconded by Mrs. Garcia.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

APPROVAL OF THE PAYMENT DEVELOPER’S ESCROW VOUCHERS IN THE AMOUNT OF \$7,271,30

Moved by Mr. Daly, seconded by Mr. Johnson.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

PERSONNEL MATTERS

APPROVAL OF THE FOLLOWING ITEMS WERE HEARD UNDER A SINGLE MOTION

RESOLUTION NO. 2016-26 RECOGNIZING EUGENE GOLUB FOR 14-YEARS OF SERVICE AS COMMISSIONER TO THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

RESOLUTION NO. 2016-27 RECOGNIZING THOMAS SAVINO FOR 5-YEARS OF SERVICE AS COMMISSIONER TO THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

Moved by Mr. Tantillo, seconded by Mr. Wilson.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

APPLICATION MATTERS

RESOLUTION NO. 2015-68 APPROVING SEWER APPLICATION NO. 2015-14 FOR THE “GREENLEAF AT HOWELL” CHANGE-IN-USE PROJECT (HOWELL TOWNSHIP)

Moved by Mr. Johnson, seconded by Mrs. Garcia.

ROLL CALL:

- AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto
- NAYS: None
- ABSTAIN: None
- DISQUALIFY: None
- ABSENT: Mr. Gartz, Mr. Morgan

INSURANCE MATTERS

RESOLUTION NO. 2016-28 AMENDING IRS SECTION 125 PLAN

Moved by Mr. Wilson, seconded by Mrs. Garcia.

DISCUSSION: Mr. Brach informed the Board that the proposed changes were amending the prior 125 Plan to incorporate Flexible Savings Accounts (FSA) and Dependent Care Accounts (DCAP), so that employees had the option to contribute to these accounts with pre-federal tax deductions.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Johnson,
Mrs. McKenna, Mr. Wilson, Mr. Tantillo, Mr. Gatto

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Gartz, Mr. Morgan

REPORTS

ENGINEERING COMMITTEE: Mr. Kocsik provided updates on Contract No. 45 for the Upper Manasquan Pump Station Wet Well Improvements project (the Contractor has mobilized and is awaiting delivery of equipment to start construction); Contract No. 46 for the Route 9 Force Main Replacement (NJDOT permit is pending the fees approved at tonight's meeting and the Authority's anticipates advertising in early March for award at the Authority's April 20th Public Meeting) and the Upper Manasquan Pump Station Evaluation Report (the report detailing the Authority's options for rehabilitation of the UMPS has been completed, submitted to the Executive Director and is pending review with the Engineering Committee).

PERSONNEL COMMITTEE: Mrs. DeSarno indicated there was nothing to report.

FINANCE COMMITTEE: Mr. Brach, in the absence of Mr. Gartz indicated there was nothing to report.

INSURANCE COMMITTEE: Mr. Brach reported on the status of the Authority's insurance claim with the NJUA JIF for the Upper Manasquan Pump Station emergency repairs. The final scope of the emergency will be ratified upon completion of all repairs. There was discussion as to recording the insurance premiums as a receivable in the 2015 Authority budget, which would be discussed with the Finance Committee, Finance Officer and the Authority's Auditor.

EXECUTIVE DIRECTOR'S REPORT: Mr. Brach notified the Commissioners of the AEA's Spring Utility Management Conference and upcoming Public Officials Risk Management Seminar meetings. Mr. Barch also welcomed Mrs. Garcia and Mr. Johnson to the Board.

MOMENT OF SILENCE WAS OBSERVED FOR THE PASSING OF LONGTIME FARMINGDALE COMMISSIONER SEYMOUR BURKE

OLD BUSINESS: None.

NEW BUSINESS: None.

MEMBERS COMMENTS:

PUBLIC PORTION:

There being no further business, a general motion to adjourn the meeting was made. All present were in favor and the meeting was adjourned at 5:53 p.m.

Respectfully submitted,


Olga R. McKenna, Secretary