

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY
PUBLIC MEETING MINUTES
APRIL 20, 2016**

An advertised Public Meeting of the Manasquan River Regional Sewerage Authority was called to order by Chairman A. Richard Gatto in the Authority's Headquarters, 89 Havens Bridge Road, Farmingdale, New Jersey at 5:30 p.m.

Chairman Gatto welcomed Michael Romano to the Board, who was appointed by the Borough of Farmingdale to fill the unexpired term of Jay Morgan.

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

MOMENT OF SILENCE TO HONOR THE PASSING OF MAYOR JOHN "JAY" MORGAN (BOROUGH OF FARMINGDALE COMMISSIONER) WAS HELD

A moment of silence was held immediately following the pledge of allegiance to honor the passing of Farmingdale Mayor and Commissioner John "Jay" P. Morgan.

Chairman Gatto 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: Mrs. DeSarno, Mr. Gartz, Mr. Johnson, Mr. Romano, Mr. Tantillo, Mr. Wilson, Chairman Gatto
ABSENT: Mr. Daly, Mrs. Garcia, Mrs. McKenna

SWEARING IN OF FARMINGDALE COMMISSIONER, MICHAEL J. ROMANO, TO FILL UNEXPIRED TERM OF MAYOR JOHN MORGAN

Chairman Gatto let the record reflect that Michael J. Romano had been sworn in as Commissioner by the Borough of Farmingdale and that no further action was required by the Authority.

APPROVAL OF THE PUBLIC MEETING MINUTES HELD MARCH 16, 2016

Moved by Mr. Wilson, seconded by Mr. Johnson.

ROLL CALL:

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

Chairman Gatto let the record reflect that Mrs. Garcia arrived at approximately 5:32pm.

GENERAL MATTERS

RESOLUTION NO. 2016-37 AWARDDING CONTRACT NO. 46 FOR THE ROUTE 9 FORCE MAIN REPLACEMENT PROJECT

Moved by Mr. Gartz, seconded by Mr. Johnson.

ROLL CALL:

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

RESOLUTION NO. 2016-38 AUTHORIZING EXECUTIVE DIRECTOR TO EXTEND THE EXISTING AGREEMENT WITH PRAXAIR FOR THE FURNISHING AND DELIVERY OF LIQUID OXYGEN (LOX) AND APPURTENANT EQUIPMENT IN AN AMOUNT NOT-TO-EXCEED \$7,500.00

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

DISCUSSION: Mr. Brach advised the Board that this contract had been publicly advertised and no bids were submitted. The current provider, Praxair, had been contacted and it appears that they intended to submit a bid package that was evidently lost in the mail. Mr. Gartz requested to know how much the Authority annually spent on LOX, to which Mr. Brach responded approximately \$30,000. Mr. Brach further noted that he did not anticipate to spend \$7,500 prior to awarding a Contract but wanted to be conservative. Mr. Kocsik added that the re-bid documents would essentially require a date change only, which was confirmed by Mr. Mehr. Chairman Gatto inquired as to the Board's action, to which Mr. Mehr advised this resolution be approved to extend the current purchase of LOX.

ROLL CALL:

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

RESOLUTION NO. 2016-39 RATIFYING AUTHORIZATION FOR EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH JCP&L FOR THE ELECTRIC SERVICE UPGRADE FOR THE UPPER MANASQUAN BYPASS PUMP STATION IN AN AMOUNT OF \$14,165.54

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

DISCUSSION: Mr. Brach stated that the Board had been informed of this action via email and informed them that as per Section 7 of the Agreement, the Authority would eventually be reimbursed for expenses related to the service upgrade installation.

ROLL CALL:

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

RESOLUTION NO. 2016-40 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH VARIOUS VENDORS FOR REPAIR OF THE HEADQUARTERS FRONT SECURITY GATE IN AN AMOUNT NOT-TO-EXCEED \$10,970.00

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

ROLL CALL:

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

RESOLUTION NO. 2016-41 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH MR. DRIVESHAFT FOR REHABILITATION OF SHAFTS FOR THE UPPER MANASQUAN PUMP STATION IN AN AMOUNT OF \$3,439.24

Moved by Mr. Johnson, seconded by Mr. Gartz.

ROLL CALL:

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

RESOLUTION NO. 2016-42 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH RAPID PUMP AND METER SERVICE CO. FOR REHABILITATION OF THE SURGE RELIEF VALVE AT THE UPPER MANASQUAN PUMP STATION IN AN AMOUNT NOT-TO-EXCEED \$8,380.00

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

Chairman Gatto let the record reflect that Mr. Daly arrived at approximately 5:35pm.

ROLL CALL:

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

ENGINEERING MATTERS

RESOLUTION NO. 2016-43 AUTHORIZING HATCH MOTT MACDONALD TO PROVIDE CONSULTATION SERVICES FOR EVALUATION OF THE AUTHORITY'S UPDATED 10-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP) IN AN AMOUNT NOT-TO-EXCEED \$9,000.00

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

ROLL CALL:

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

FINANCE MATTERS

ACCEPTANCE OF THE MARCH 2016 TREASURER'S REPORT AND TRANSFER OF \$232,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

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

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT OF \$25,292.34

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

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF DEVELOPER’S ESCROW VOUCHERS IN THE AMOUNT OF \$7,108.80

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

ROLL CALL:

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

2015 AUDIT PRESENTATION BY THE AUTHORITY’S AUDITOR, HOLMAN FRENIA & ALLISON, P.C.AND DISCUSSION OF FINDINGS WITH THE BOARD AND RESOLUTION NO. 2016-44 CERTIFICATION OF 2015 ANNUAL AUDIT **(RESERVED)**

DISCUSSION: Chairman Gatto indicated that the Audit matter was being tabled until the May meeting. Mr. Gartz informed the Board that the Finance Committee had met with the Authority’s Auditor prior to the meeting and that the GASB 68 changes had resulted in delays in the Audit processing. Mr. Gartz concluded his report by stating that the Auditor would be present at the May meeting to provide a summary of the Audit. Chairman Gatto added that a concise written summary would be provided by the Auditor for dissemination to the Board to explain the effect of the GASB changes to the Audit. Chairman Gatto also informed the Board that any questions or comments could be addressed next month.

APPROVAL OF THE PAYMENT OF THE BILL LIST IN THE AMOUNT OF \$161,863.16

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

ROLL CALL:

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

Following the roll call, Chairman Gatto added that the issue of a modified Audit opinion had been eliminated, which was another reason for delaying the Audit items until the May meetings. This was confirmed by Mr. Gartz.

APPLICATION MATTERS

RESOLUTION NO. 2016-45 APPROVING SEWER APPLICATION NO. 2016-01 FOR “OAK GLEN WATER TREATMENT PLANT EXPANSION” PROJECT (HOWELL TOWNSHIP) **(RESERVED)**

DISCUSSION: Mr. Brach indicated that this approval was being tabled, as the Applicant had not received Planning Board approval from Howell Township. A discussion ensued with the Authority's Professionals and Mr. Brach affirmed that consistent with past Authority policy, that this review would be tabled for failure to provide a Township Planning Board approval. The Board concurred.

RESOLUTION NO. 2016-46 APPROVING SEWER APPLICATION NO. 2016-04 FOR THE “SENTINEL DRIVE MEDICAL ARTS BUILDING (PHASE 1)” PROJECT (FREEHOLD TOWNSHIP)

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

ROLL CALL:

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

REPORTS

ENGINEERING COMMITTEE: Chairman Gatto inquired if there were any further questions related to Hatch Mott MacDonald’s April Engineering Report. Nothing further was requested from the Board.

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

FINANCE COMMITTEE: Mr. Gartz indicated that other than the Audit items previously discussed, there was nothing further to report.

INSURANCE COMMITTEE: Mr. Daly indicated there was nothing to report.

EXECUTIVE DIRECTOR’S REPORT: Mr. Brach indicated that Mrs. Garcia, Mr. Johnson and Mr. Romano would be required to submit Financial Disclosure Statements, contrary to prior indications. A discussion ensued with members of the Board regarding intricacies of the Financial Disclosure Statement filing process.

Mr. Brach informed the Board that through the first 11-months of the EMEX electrical procurement process, that the Authority had saved approximately \$16,000 compared to the NJSEM electric pricing.

Mr. Brach put the Board on notice that the Authority’s New Jersey One Call internal policy was being modified and that although exact details were unknown at the current time, that Board action may be required in the upcoming months.

Mr. Brach had taken three (3) of the new Commissioners on a facility tour and offered tours to any other Commissioners that were interested.

OLD BUSINESS: Mrs. DeSarno inquired as to the Emergency Rescue Vehicle exchange. Mr. Brach indicated that the Sheriff’s office had reached out several times but that there was no agreement at the current time.

NEW BUSINESS: None.

MEMBERS COMMENTS: Mrs. DeSarno indicated that she was not present at the Authority’s March Public Meeting. Chairman Gatto let the record reflect that Mrs. DeSarno’s vote should be changed to “abstain” for approval of the March meeting minutes.

PUBLIC PORTION: No public present.

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 5:46 p.m.

Respectfully submitted,


Olga R. McKenna, Secretary