

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY
PUBLIC MEETING MINUTES
MAY 20, 2015**

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, 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.

Chair Tantillo requested a roll call.

ROLL CALL:

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

ABSENT: Mr. Golub, Mr. Savino

APPROVAL OF THE PUBLIC MEETING MINUTES HELD APRIL 15, 2015

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

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gartz, Mr. Gatto, Mr. Morgan, Mr. Wilson

NAYS: None

ABSTAIN: Mrs. McKenna, Mr. Tantillo

DISQUALIFY: None

ABSENT: Mr. Golub, Mr. Savino

FINANCE MATTERS

ACCEPTANCE OF THE APRIL 2015 TREASURER'S REPORT AND TRANSFER OF \$2,743,600.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

Moved by Mr. Morgan, seconded by Mr. Gartz.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mr. Gartz, Mr. Gatto, Mrs. McKenna, Mr. Morgan,
Mr. Wilson, Mr. Tantillo

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mr. Golub, Mr. Savino

APPROVAL OF THE PAYMENT OF THE BILL LIST IN THE AMOUNT OF \$2,648,520.20

Moved by Mr. Morgan, seconded by Mr. Gartz.

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT
OF \$31,514.46

Moved by Mr. Morgan, seconded by Mr. Gartz.

ROLL CALL:

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

APPROVAL OF THE PAYMENT DEVELOPER'S ESCROW VOUCHERS IN THE AMOUNT OF
\$2,961.10

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

ROLL CALL:

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

GENERAL MATTERS

RESOLUTION NO. 2015-44 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A 24-MONTH AGREEMENT FOR UNIFORM SERVICE FOR OPERATIONS EMPLOYEES

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

DISCUSSION: Mrs. DeSarno questioned why the contract period was for 24-months. Mr. Brach stated that this was typical for past uniform contracts.

ROLL CALL:

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

RESOLUTION NO. 2015-45 AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE BOARD ROOM AND OFFICE CHAIRS

Moved by Mr. Gartz, seconded by Mr. Wilson.

ROLL CALL:

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

RESOLUTION NO. 2015-46 AUTHORIZING EXECUTIVE DIRECTOR TO PURCHASE PARTS AND ENTER INTO AN AGREEMENT FOR REPLACEMENT OF UPPER MANASQUAN PUMP STATION CHECK VALVE NO. 1 AND DISCHARGE PIPING ASSEMBLY

Moved by Mr. Morgan, seconded by Mr. Gartz.

ROLL CALL:

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

APPLICATION MATTERS

RESOLUTION NO. 2015-47 APPROVING SEWER APPLICATION NO. 2015-05 FOR THE "LANES MILL PLAZA (LMP PROPERTIES LLC)" PROJECT (HOWELL TOWNSHIP)

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

ROLL CALL:

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

RESOLUTION NO. 2015-48 APPROVING SEWER APPLICATION NO. 2015-07 FOR THE "ORCHARD PLACE AT FREEHOLD" PROJECT (FREEHOLD BOROUGH)

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

ROLL CALL:

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

REPORTS

ENGINEERING COMMITTEE: Mr. Brach noted that the Engineering Chair, Mr. Golub, was not present and requested that the Authority's Engineer, Mr. Kocsik, provide a summary of items.

Mr. Kocsik notified the Board that the Upper Manasquan Pump Station elevator was functioning and that HMM was processing close-out of the project on behalf of the Authority. This was the first time since 2011 that the Upper Manasquan Pump Station has had a functioning elevator. Mr. Kocsik also noted that the Authority has gone out to public bid for the Upper Manasquan Pump Station Wet Well Improvements (Phase 2) contract, as well as the contract for the permanent restoration of the Route 9 Force Main repair. Both bids were to be received in early June.

Mr. Gatto inquired as to whether or not the Authority had investigated the NJDOT's paving along Route 9. Mr. Brach indicated that he discussed the paving project with an NJDOT representative during a field meeting and that indeed the NJDOT was planning a mill and overlay project on Route 9 North from Route 195 (Howell Township) up and into Freehold Township. The NJDOT indicated they would provide an advance copy of plans for the Authority's review. Mr. Brach indicated that being a mill and overlay, conflicts with the Authority's infrastructure were not anticipated but that if any were identified, they would be coordinated with the NJDOT.

Mr. Kocsik informed the Board that the Authority has withdrawn its application for mitigation funding for flood protection for the Lower Manasquan Pump Station. This application has been submitted following the Hurricane Irene event, in which the Lower Manasquan Pump Station was almost inundated with floodwaters from the significant rain event. Mr. Kocsik detailed that any mitigation funding would require an approximate \$50,000 flood study of the Manasquan River, as that area of the river was not

mapped. Mr. Kocsik indicated that the Authority would have a slim chance of winning any money from the Federal Authorities and that after speaking with Mr. Brach, it was decided to withdrawal the Authority's application for funding. Mr. Kocsik noted that the Lower Manasquan Pump Station was designed for the 100-year flood event and had not sustained any damage during Hurricane Irene.

PERSONNEL COMMITTEE: Mrs. DeSarno noted that the Personnel Committee had no report.

FINANCE COMMITTEE: Mr. Gartz noted that the Finance Committee had no report.

Mrs. DeSarno questioned the \$500 charge on the bill list for copier maintenance and inquired as to the value of the copier and if the maintenance contract was worthwhile. Mr. Brach noted that the main copier is leased and the Authority frequently makes service calls. Mr. Morgan inquired as to the terms of the lease. Mr. Brach noted that he would review the specific terms and conditions of the copier lease.

Mrs. DeSarno further questioned the \$371 charge for the Asbury Park Press subscription. Mr. Brach confirmed the subscription. Mr. Morgan inquired as to whether or not it was a seven day a week subscription. Mr. Brach confirmed that the Authority received the Asbury Park Press seven days a week. Mr. Morgan further inquired as to whether or not the Authority prepares Affidavits of Publication in-house. Mr. Brach and Mr. Hill indicated that the Affidavits are provided by the newspaper. Mr. Morgan questioned as to whether or not the Authority could prepare Affidavits in-house to save money. A discussion ensued between the Board, the Executive Director and Authority Counsel, Mr. Mehr. The result of the discussion as that Mr. Mehr would check with the courts Clerk office to verify as to whether or not an Affidavit prepared by the Authority would stand up in court. Mr. Brach noted that the Authority would look into the matter and report back to the Board.

INSURANCE COMMITTEE: Mr. Wilson noted that the insurance Committee had no report.

EXECUTIVE DIRECTOR'S REPORT: Mr. Brach informed the Board that the Authority has implemented internal measures to help address potential odor issues within Freewood Acres in the interim. Mr. Brach noted that the Authority has trying to proactively address any measures prior to implementation of the new chemical program. Mr. Mehr inquired as to when the Authority can expect implementation of the new program. Mr. Brach responded late Fall 2015.

Mr. Brach notified the Board that he had spoken to John Tobia at Monmouth County (regarding a potential barter for the Authority's Emergency Response vehicle. Mr. Tobia had indicated that the County Public Works Department was in the process of taking inventory on surplus equipment. Mr. Brach would report to the Board as soon as more information was available.

Mr. Brach provided final copies of the Authority's 2014 Audit for each of the Commissioner's record. There were no further questions from the Board regarding the Audit's findings.

Mr. Brach provided details on the direct deposit program that was part of the Paychex payroll service. Mr. Morgan questioned whether or not the direct deposit had been made mandatory for all employees, to which Mr. Brach responded it had not been made mandatory. A discussion ensued regarding requirements for making direct deposit mandatory, to which Mr. Gartz made specific reference to statues governing such. The Board requested that Mr. Mehr investigate the Authority's legal requirements for making direct deposit mandatory and to report back at the next meeting.

PUBLIC PORTION: No members of the public were present.

Mr. Mehr inquired as to the status of the Havens Bridge Road bridge. Mr. Brach informed the Board that the bridge had collapsed and that Monmouth County was actively developing plans for a full replacement. Mr. Brach has been coordinating activities with the County and the various utilities and has

offered the Authority's Board Room for meetings and any other assistance that may be required. Mr. Brach noted that the Authority's infrastructure was not effected but that the proposed replacement by the County would be reviewed and any potential conflicts would be addressed.

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 5:49 p.m.

Respectfully submitted,



Olga R. McKenna, Secretary