

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY
PUBLIC MEETING MINUTES
JUNE 15, 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.

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. Those present included William J. Mehr, Esq., Mehr, LaFrance and Williams; 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, Mr. Johnson, Mrs. McKenna,
Mr. Romano, Mr. Tantillo, Mr. Wilson, Chairman Gatto
ABSENT: Mrs. Garcia, Mr. Gartz

APPROVAL OF THE PUBLIC MEETING MINUTES HELD MAY 18, 2016

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

ROLL CALL:

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

GENERAL MATTERS

RESOLUTION NO. 2016-58 AWARDED NEGOTIATED CONTRACT NO. 17L FOR THE FURNISHING AND DELIVERY OF LIQUID OXYGEN AND APPURTENANT EQUIPMENT IN AN AMOUNT NOT-TO-EXCEED \$32,560.00

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

ROLL CALL:

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

RESOLUTION NO. 2016-59 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH HARRIS COMPUTER SYSTEMS FOR 7-MONTHS OF SOFTWARE SUPPORT IN AN AMOUNT OF \$3,536.02

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

DISCUSSION: Mr. Johnson inquired if the existing software was needed through July or if it was a contractual issues. Mr. Brach informed the Board that it was a contractual issue, however, it was also good practice to keep the old finance software active to confirm that all data had been converted properly.

ROLL CALL:

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

RESOLUTION NO. 2016-60 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH MECHANICAL TECHNOLOGIES FOR REPLACEMENT OF THE SUPPLY FAN AT METER CHAMBER 8MC-2 IN AN AMOUNT OF \$3,580.00

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

ROLL CALL:

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

RESOLUTION NO. 2016-61 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH VARIOUS VENDORS FOR REHABILITATION OF RAW SEWAGE PUMP NO. 4 AT THE UPPER MANASQUAN PUMP STATION IN AN AMOUNT NOT-TO-EXCEED \$10,896.30

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

ROLL CALL:

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

FINANCE MATTERS

ACCEPTANCE OF THE MAY 2016 TREASURER'S REPORT AND TRANSFER OF \$586,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

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

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF THE BILL LIST IN THE AMOUNT OF \$480,949.14

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

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT OF \$17,571.95

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

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF DEVELOPER'S ESCROW VOUCHERS IN THE AMOUNT OF \$7,062.70

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

ROLL CALL:

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

APPLICATION MATTERS

DISCUSSION: Chairman Gatto made a motion to hear all application together in a single motion.

APPROVAL OF APPLICATION MATTERS UNDER A SINGLE MOTION (AS DETAILED BELOW)

RESOLUTION NO. 2016-62 APPROVING SEWER APPLICATION NO. 2016-08 FOR THE "ADVANCED AUTO PARTS" PROJECT (FREEHOLD TOWNSHIP)

RESOLUTION NO. 2016-63 APPROVING SEWER APPLICATION NO. 2016-10 FOR THE "FREEHOLD DODGE" PROJECT (FREEHOLD TOWNSHIP)

Moved by Mr. Wilson, seconded by Mr. Daly.

ROLL CALL:

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

REPORTS

ENGINEERING COMMITTEE: Mr. Wilson informed the Board that the Engineering Committee would be convening a meeting to discuss the Capital Improvement Program (CIP) next week and would report back to the Board. Refer to the attached Monthly Engineering Report for a further summary of Engineering related matters provided by the Authority's Engineer, Mr. Kocsik.

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

FINANCE COMMITTEE: In Mr. Gartz's absence, Mr. Brach informed the Board that the Edmunds Financial Software had been implemented and went "live" at the Authority as of June 1, 2016. As per the recommendation of Mr. Gartz, Mr. Brach informed the Board that the Authority's Consulting Accountant, Bill Antonides, would be contacted to perform a cursory review of the Edmunds implementation conversion data. Mr. Gatto requested that Mr. Antonides provide any findings in writing.

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

EXECUTIVE DIRECTOR'S REPORT: Mr. Brach informed the Board that the Authority would be holding a Connection Fee Hearing during the July 20, 2016 Public Meeting. Preliminary calculations indicate a 2016/2017 Connection Fee of \$2,033.00 per equivalent dwelling unit (representing a \$133.00 increase). Mr. Brach also reported that the OCUA had scheduled a Public Hearing for the 2017 Bulk Rate, which is to remain at \$3,882 per million gallons (no increase).

OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT: Mr. Tantillo reported that Keith Marcoon, former Director of Engineering and Construction, had been promoted by the Board of Commissioners to Executive Director, replacing the prior Executive Director, Richard Warren, upon his retirement.

NEW BUSINESS: None.

OLD BUSINESS: None.

MEMBERS COMMENTS: None.

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 5:38 p.m.

Respectfully submitted,



Olga R. McKenna, Secretary

MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

MONTHLY ENGINEERING REPORT

June 9, 2016

General:

1. For the Capital Improvement Program development, MM met with the Executive Director and Superintendent to review rankings and estimated costs for potential upcoming projects. A subsequent meeting is scheduled for June 17th with an Engineering Committee meeting to follow during the week of June 20th.

Developer Reviews:

1. Over the past month MM has reviewed the following developer applications:
 - 2016-21- Clayton Solar Farm (Freehold Twp)
2. The following developer applications are currently under review:
 - 2016-01 Oak Glen Regional Water Treatment Plant Expansion – (Howell Twp)
 - Waiting for approval from Howell Township
 - 2016-05 Freewood Acres – (Howell Twp)
 - Under review – awaiting Basis of Design report from Howell
 - 2016-08 Advanced Auto Parts – (Freehold Twp)
 - Application review complete – on agenda for approval
 - 2016-09 CVS – (Freehold Twp)
 - Application incomplete
 - 2016-10 Freehold Dodge Subaru – (Freehold Twp)
 - Application review complete – on agenda for approval

Capital Projects:

1. Upper Manasquan Pump Station Emergency:

Elevator repairs have been completed by KONE. Currently waiting on State inspection (load testing) and installation of wireless unit. The Authority is considering a 2-year elevator service agreement with KONE that includes an option to extend for a 3rd year.

2. Contract No. 45 - Upper Manasquan PS Wet Well Improvements (Phase II):

Construction on the emergency bypass pump station commenced on June 1st. Following the emergency pump station improvements, the station will be returned to service and work on the Upper Manasquan Pump Station will commence.

3. Contract No. 46 - Route 9 Force Main Replacement:

MM received signed contracts from Underground Utilities however contracts will not be signed by the Authority until various outstanding items have been addressed by the Contractor. Following signing of contracts, a preconstruction meeting will be scheduled for mid-June.

4. **Contract No. 47 - Meter Chamber Rehabilitation (2MC-2 and 3MC-1):**
Final design of the rehabilitation for Meter Chamber Nos. 2MC-2 and 3MC-1 is currently ongoing and should be complete by mid-June. Bid date to be coordinated with MRRSA meeting schedule.

5. **Mingamahone PS Upgrade:**
As requested by the Authority, proposed upgrades to the Mingamahone Pump Station have been put on hold until the sewer application from the Boulder Ridge development has been received.

6. **Contract 17L (Rebid) – Furnishing and Delivery of LOX and Appurtenant Equipment:**
Following 2 unsuccessful public bids for Contract 17L, Praxair Distribution, Inc. has agreed to enter into negotiations with the Authority. Two year pricing was received on June 8th. A recommendation and Resolution (2016-58) to award a 2 year contract is on this month's agenda for Board approval.