

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY
PUBLIC MEETING MINUTES
OCTOBER 16, 2013**

An advertised Public Meeting of the Manasquan River Regional Sewerage Authority was called to order by Chairman Gartz in the Authority's office, Havens Bridge Road, Howell, New Jersey at 5:00 p.m. Present: William J. Mehr, Esq., Mehr, LaFrance and Williams; Peter E. Kocsik, P.E., Hatch Mott MacDonald; William E. Antonides, Jr., CPA, William E. Antonides & Company; Jerome A. Cevetello, Jr., Executive Director, Margaret Semblewski, Recording Secretary and the following commissioners as per the roll call.

The pledge of Allegiance was recited.

Following an opening statement regarding the "Open Public Meeting Act" pursuant to the Laws of 1975, Chapter 231, Chairman Gartz requested a roll call.

ROLL CALL:

PRESENT: Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Morgan, Mr. Savino,
Mr. Tantillo, Mr. Daly and Mr. Gartz
ABSENT: Mrs. DeSarno and Mr. Wilson

APPROVAL OF THE PUBLIC MEETING MINUTES HELD SEPTEMBER 18, 2013

Moved by Mr. Gatto, seconded by Mr. Savino

ROLL CALL:

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

ACCEPTANCE OF THE SEPTEMBER 2013 TREASURER'S REPORT AND APPROVAL OF THE TRANSFER OF \$131,000.00 FROM THE REVENUE ACCOUNT TO CHECKING

Moved by Mr. Gatto, seconded by Mr. Tantillo

ROLL CALL:

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

APPROVAL OF THE PAYMENT OF THE BILL LIST VOUCHERS IN THE AMOUNT OF \$80,877.68

Moved by Mr. Tantillo, seconded by Mr. Gatto

ROLL CALL:

AYES: Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Savino,
Mr. Tantillo, Mr. Daly and Mr. Gartz

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. DeSarno, Mr. Morgan and Mr. Wilson

APPROVAL OF THE PAYMENT OF DEVELOPERS' ESCROW VOUCHERS IN THE AMOUNT OF \$4,684.10

Moved by Mr. Gatto, seconded by Mr. Golub

ROLL CALL:

AYES: Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Savino,
Mr. Tantillo, Mr. Daly and Mr. Gartz

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. DeSarno, Mr. Morgan and Mr. Wilson

APPROVAL OF THE PAYMENT OF TRUSTEE CONSTRUCTION VOUCHERS IN THE AMOUNT OF \$13,229.00

Moved by Mr. Gatto, seconded by Mr. Golub

ROLL CALL:

ROLL CALL:

AYES: Mr. Gatto, Mr. Golub, Mrs. McKenna, Mr. Savino,
Mr. Tantillo, Mr. Daly and Mr. Gartz

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. DeSarno, Mr. Morgan and Mr. Wilson

MR. MORGAN ARRIVED AT 5:40 pm

RESOLUTION NO. 2013-41 INTRODUCTION OF 2014 BUDGET

Moved by Mr. Tantillo, seconded by Mr. Gatto

DISCUSSION: Mr. Gartz, chairman of the finance committee stated that the committee met last week to go over the budget. Basically the budget is flat, no rate increase, the budget is going to produce an excess of revenue of approximately \$666,000. The five municipalities annual billing is relatively the same.

Mr. Cevetello reported that the Authority's rate per million gallons is unchanged. The change would be with the flow projections, which would be based upon a three year average.

The budget itself is approximately a 1.5% increase. The biggest items in the budget are OCUA, and our debt service. Unreserved retained earnings (surplus) are not being used to support the budget.

Mr. Gartz stated the regarding the surplus, a few years ago, we had established a reserve amount, based on our engineers certification with an amount to have on hand, to cover anything major that could happen. The finance committee discussed this and would like to continue to try to fund this reserve, based on the next certification we receive from our engineer. We would do this in April annually when we see where we are with our surplus.

Mr. Cevetello stated that after approval of the introduced budget by the State, we will adopt the budget at our December meeting.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. DeSarno and Mr. Wilson

RESOLUTION NO. 2013-42 AUTHORIZING UPGRADE TO SURGE PROTECTION ON PUMP CONTROL PANEL AT THE UPPER MANASQUAN PUMP STATION

Moved by Mr. Gatto, seconded by Mr. Golub

ROLL CALL:

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

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. DeSarno and Mr. Wilson

COMMITTEE REPORTS:

Prior to our committee reports, Chairman Gartz wanted to revise our committee appointments. Our new commissioner, Mr. Daly will now serve on our engineering and insurance committees.

Engineering Committee: Jerry Cevetello stated that the engineering committee met earlier tonight, prior to our public meeting. We have been having odor complaints again in an area off of Route 9, known as in Freewood Acres in Howell on West 3rd Street and Smith Street. The last time we had complaints was in 2007. Ninety six homes are tied by laterals to our 36" gravity interceptor pipe. Five or six homes at the intersection of Smith and West 3rd Streets are having issues with odors in their homes. In 2007 we sealed the manholes, put carbon vents in and also cut in a new vent pipe on Route 9.

Two weeks ago, Saturday, we received a call from the Howell Township Police Department that there was methane gas in one of the houses. We responded and had our engineer, Pete Kocsik meet us there. Howell Township Code Officials, the Howell Fire Department, the Monmouth County Health Department and the Monmouth County Hazmat team were at the site. The Hazmat Team officer said that it wasn't methane gas, they believe its chlorine. The NJDEP was also called in by the Monmouth County Health Department. Nothing conclusive was determined as to odor or source.

There were a number of irate homeowners that I spoke with for over an hour and I advised them that that Authority would work with Howell Township to address their concerns.

The following Tuesday, we had a visit from the NJDEP Clean Water Enforcement. They inspected our facility and the area of the complaint. They wanted to know our short term and long term plan to rectify the situation. We gave a copy of our file with the steps taken over the years. Rich Ambrosio of NJDEP stated that he expects both MRRSA and Howell Township to work to resolve this issue.

Subsequently, on Monday, October 7, 2013 Brian Brach of Hatch Mott MacDonald and I met at Howell Township with Howell Acting Manager, Jeff Filiatreault, the Deputy Mayor, Bob Nicastro and their professionals. Tom Savino and Jesse Tantillo were also present. The meeting was scheduled to discuss options regarding the sanitary sewer issues along Smith and West Third Streets in Howell Township.

Options discussed were that MRRSA would research smoke testing methods for the homeowner's laterals and report to Howell. This testing would confirm proper venting from the lateral stacks prior to undertaking further improvements. If smoke testing is conducted, Howell Township committed to coordinating with the residents along with their plumbing code official.

It was discussed that if the laterals and house plumbing were operating correctly, as a short term solution based upon Authority engineer, Pete Kocsik's recommendation, that MRRSA would construct three additional vents subject to board approval. The long term solution would be that Howell Township would construct a parallel pipeline for residents to connect to.

At the meeting it was agreed that Deputy Mayor Nicastro would talk to his committee and I would talk to the commissioners for their approval of these actions.

After a lengthy discussion, the commissioners directed Jerry to send a letter to Howell Township stating that MRRSA will be ready to proceed with the smoke testing pending the township's notification of the residents and the scheduling of the Howell plumbing sub code official.

Upon completion of this testing and the review of the results by our engineer with the MRRSA, the commissioners will again discuss the interim solution of adding three more vent pipes to the system. The commissioners stated that the interim step of installing the vent pipes would be predicated on a firm commitment from Howell Township that it will expeditiously take the necessary steps to construct a local sewer line and remove these home connections from MRRSA's line on West 3rd Street.

Personnel Committee: No report.

Finance Committee: No report.

Insurance Committee: No report.

Executive Director Report: Jerry Cevetello stated that we will be having Open Enrollment on October 24, 2014.

This year, the Municipal Excess Liability Joint Insurance Fund Officials training program will focus on "Implementing Effective Risk Management for Local Officials." For each commissioner that attends, the Authority will receive a \$250.00 credit toward its liability claims premium. The scheduled dates so far are November 19th and 20th for any commissioner interested.

OLD BUSINESS: None

NEW BUSINESS: None

MEMBER'S COMMENTS: None

PUBLIC: None

MR. GOLUB LEFT THE MEETING AT 6:20 p.m.

There being no further business, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,



Olga McKenna
Secretary

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