



Public Meeting Minutes of the Manasquan River Regional Sewerage Authority

FOR THE PUBLIC MEETING HELD ON
WEDNESDAY, APRIL 19, 2023 AT 5:27PM

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 5:28 p.m. The meeting was held in-person at Authority Headquarters. Following an opening statement regarding the "Open Public Meeting Act" pursuant to the Laws of 1975, the Pledge of Allegiance was recited.

Chairman Gatto requested a roll call. Those present included Peter E. Kocsik, PE, Mott MacDonald; Drew A. Stauffer, Esq., McLaughlin Stauffer & Shaklee, P.C.; Brian J. Brach, P.E., Executive Director; Donald F. Hill, CPA, Recording Secretary and the following Commissioners as per the roll call:

ROLL CALL:

PRESENT: Mr. Daly, Mr. Fischer, Mr. Gartz, Mrs. Linszky, Mrs. McKenna, Mr. Wilson, Chairman Gatto
ABSENT: Mrs. DeSarno, Mrs. Garcia, Mr. Tantillo

APPROVAL OF THE PUBLIC MEETING MINUTES HELD MARCH 15, 2023

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

DISCUSSION: Mr. Brach informed the Board that there was an incorrect reference within the meeting minutes on Page 3 with a reference to cancellation of the August 2022 public meeting. It should reference cancellation of the May 17, 2023 public meeting. Mr. Brach noted that this correction would be reflected in the final version of the minutes.

ROLL CALL

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

General Matters

(All General Matters were enacted by a single motion, unless otherwise noted)

RESOLUTION NO. 2023-04 RATIFYING AN 18-MONTH AGREEMENT FOR PURCHASE OF ENERGY SUPPLY SERVICES FROM MP2 ENERGY LLC, A SHELL ENERGY NORTH AMERICA SUBSIDIARY, FOR AN OPEN-ENDED AMOUNT AT A RATE OF \$0.08620/KWH

RESOLUTION NO. 2023-26 AUTHORIZING PAYMENT OF \$201,363.05 TO THE BOROUGH OF FREEHOLD FOR FUNDS WITHHELD RELATED TO 2020 ANNUAL CHARGE CREDITS

RESOLUTION NO. 2023-27 AWARDED CONTRACT NO. 70-23 FOR CALENDAR YEAR 2023 CLEANINGS OF THE UPPER MANASQUAN, LOWER MANASQUAN AND MINGAMAHONE PUMP STATIONS TO NATIONAL WATER MAIN CLEANING CO. IN A MAXIMUM AMOUNT NOT-TO-EXCEED \$105,320.00



Moved by Mr. Fischer, seconded by Mrs. Linszky.

ROLL CALL

AYES: Mr. Daly, Mr. Fischer, Mr. Gartz (Res. No. 2023-04 and Res. No. 27),
Mrs. Linszky, Mrs. McKenna, Mr. Wilson, Chairman Gatto
NAYS: None
ABSTAIN: Mr. Gartz (Res. No. 2023-26)
DISQUALIFY: None
ABSENT: Mrs. DeSarno, Mrs. Garcia, Mr. Tantillo

Capital Improvement Program Matters

(All Capital Improvement Matters were enacted by a single motion, unless otherwise noted)

RESOLUTION NO. 2023-28 APPROPRIATING A NET OF \$74,594.30 FROM THE CAPITAL RESERVE FUND TO ACCOUNT NO. 01-070-0000 OF THE AUTHORITY'S 2023 OPERATING BUDGET AND DECREASING THE DESIGNATED CAPITAL RESERVE FUND TO A BALANCE OF \$2,220,457.45

RESOLUTION NO. 2023-29 AUTHORIZING RAPID PUMP & METER SERVICE CO., INC. FOR THE FURNISHING AND INSTALLATION OF A COMMUNOTOR AT THE UPPER MANASQUAN PUMP STATION IN A FIXED FEE COST OF \$73,824.00 UNDER CONTRACT NO. B331-07 OF THE NORTH JERSEY WASTEWATER COOPERATIVE PRICING SYSTEM

RESOLUTION NO. 2023-30 AUTHORIZING AMENDMENT NO. 1 TO MOTT MACDONALD RELATED TO CONSTRUCTION PHASE ENGINEERING SERVICES FOR CONTRACT NO. 67 FOR THE METER CHAMBER 5MC-2 AND 6MC-3 REHABILITATION PROJECT IN A FIXED FEE AMOUNT OF \$770.30

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

ROLL CALL

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

Finance Matters

(All Finance Matters were enacted by a single motion, unless otherwise noted)

APPROVAL OF THE MARCH 2023 TREASURER'S REPORT AND TRANSFER OF A TOTAL OF \$3,150,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

APPROVAL OF THE PAYMENT OF THE APRIL BILL LIST IN THE AMOUNT OF \$436,761.14

APPROVAL OF THE PAYMENT OF THE ESTIMATED MAY BILL LIST IN THE AMOUNT OF \$2,524,633.20

APPROVAL OF THE PAYMENT OF THE DEVELOPER ESCROW IN THE AMOUNT OF \$13,695.16

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

ROLL CALL

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

Application Matters

(All Application Matters were enacted by a single motion, unless otherwise noted)

RESOLUTION NO. 2023-31 APPROVING SEWER APPLICATION NO. 2023-09 FOR THE "6200 ROUTE 9 SOUTH" PROJECT (HOWELL TOWNSHIP)

RESOLUTION NO. 2023-32 APPROVING SEWER APPLICATION NO. 2023-10 FOR THE "PAR GOLF, LLC" PROJECT (HOWELL TOWNSHIP)

MOTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE APPLICABLE DOCUMENTS FOR THE FOLLOWING MRRSA "APPLICATIONS FOR SEWER" UPON SATISFACTION OF THE AUTHORITY'S PROFESSIONALS (TO BE RATIFIED AT SUBSEQUENT MEETINGS):

- A. 2022-23 FOR THE "AAFFHW PROPERTY LLC WAREHOUSE (PRIVATE)" PROJECT IN HOWELL TOWNSHIP
- B. 2022-24 FOR THE "AAFFHW PROPERTY LLC WAREHOUSE (PUBLIC)" PROJECT IN HOWELL TOWNSHIP
- C. 2023-04 FOR THE "AAFRHW PROPERTY LLC WAREHOUSE" PROJECT IN HOWELL TOWNSHIP
- D. 2023-11 FOR THE "AASTHW PROPERTY LLC WAREHOUSE" PROJECT IN HOWELL TOWNSHIP
- E. 2023-12 FOR THE "CHESTNUT GF LLC" PROJECT IN FARMINGDALE BOROUGH
- F. 2023-13 FOR THE "HUTTON ST. 17, LLC aka MODWASH" PROJECT IN HOWELL TOWNSHIP
- G. 2023-14 FOR THE "6846 ROUTE 9 SOUTH aka DIME 9 LLC" PROJECT IN HOWELL TOWNSHIP

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

ROLL CALL

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

Reports

EXECUTIVE COMMITTEE: Chairman Gatto indicated there was nothing to report.

ENGINEERING COMMITTEE: The April 2023 Engineering Report has been attached for the record. Mr. Brach indicated there was nothing further to report.

EXECUTIVE DIRECTOR'S REPORT: The April 2023 Executive Director's Report has been attached for the record. Mr. Brach reminded the Board that the Authority's May 17th meeting has been canceled and that legal notice would be advertised shortly. The next meeting was scheduled for June 21st. Mr. Brach wished everyone a Happy Memorial Day.

OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT: Mr. Daly informed the Board that the OCUA had authorized a capacity evaluation of the OCUA's Northern Service Area. Mr. Daly provided general details of population increases since 2010 and noted that the last capacity evaluation was completed circa 1973. Mr. Daly noted his discussion with Mr. Brach, who was aware of the evaluation.

Mr. Brach added that the study potentially has (major) implications for MRRSA's service territory. Mr. Brach noted that the Authority has been aware of the OCUA evaluation for some time and has taken a collaborative approach with OCUA. Mr. Brach was uncertain how long the evaluation would take but did note the he would report back to the Board as necessary.

Mr. Daly made a special note that "Smart Growth" plans for Lakewood are thus far below projections (current population of approximately 135,000 vs estimated 250,000).

Mr. Gartz inquired as to what implications were for MRRSA. Mr. Brach provided a detailed explanation of the existing arrangements, potential for growth in both Lakewood and Jackson, and a summary of a number of potential concerns. Mr. Brach detailed that gravity interceptors, pump stations and force mains weren't necessarily simple facilities to upgrade and made note of the complicated nature of the capacity evaluation.

Mr. Fischer added that potential upgrades could include running additional pipelines and/or upgrading existing facilities for increased capacity. Mr. Brach concurred with those thoughts and also added that removing MRRSA's flow from OCUA's system could be a consideration. Mr. Brach further detailed the history between OCUA and MRRSA as it related to wastewater flows and highlighted anticipated growth within MRRSA's system (particularly Howell and Freehold Township) to accommodate affordable housing requirements. Mr. Brach commented this was an appropriate time for a study.

Mr. Daly added that it was anticipated that the evaluation would take 9-months. Mr. Brach acknowledged this and reiterated that the Board would be advised as to any developments. There was a short general discussion amongst the Board.

OLD BUSINESS: None.

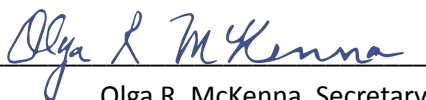
NEW BUSINESS: None.

MEMBERS COMMENTS: None.

PUBLIC PORTION: There were no individuals present from the public.

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 5:39pm.

Respectfully submitted,


Olga R. McKenna, Secretary

ATTACHMENT A
April 2023 Executive Director's Report



Manasquan River Regional Sewerage Authority

BOROUGH OF FARMINGDALE | BOROUGH OF FREEHOLD | TOWNSHIP OF FREEHOLD
TOWNSHIP OF HOWELL | TOWNSHIP OF WALL

BRIAN J. BRACH, PE, QPA
Executive Director

Memorandum

DATE: April 14, 2023

TO: MRRSA Commissioners

FROM: Brian J. Brach, PE, QPA, Executive Director



RE: Summary of Executive Director's Report Items
April 19, 2023 Public Meeting

CC: Donald F. Hill, CPA, Finance Officer, MRRSA (via email)

Commissioners,

In an effort to streamline discussion at the meeting, below is a concise summary of several matters I would like to bring to the attention of the Board:

- **Filing of 2023 Financial Disclosure Statements (Deadline April 30, 2023)**: The Board and Authority Professionals are reminded that all FDS must be filed no later than **April 30, 2023**. Notices with directions have been provided under separate cover.
- **FY2022 Audit**: Preparation of the financial statements has been completed and fieldwork for the 2022 Audit has commenced. Board certification of the audit is pending release of the State's PERS pension figures (as required by GASB 68).
- **MEL Risk Management Seminar**: For those Commissioners interested that haven't completed the MEL's elected official risk management seminar, please see the attached instructions for training offered virtually. Contact the Executive Director with any questions.
- **Cancellation of May 17, 2023 Public Meeting**: This is a friendly reminder that the Board canceled the May 17th public meeting. The next public meeting will be held June 21st. Enjoy your Memorial Day holiday!

Feel free to give me a call if you have any questions.

Respectfully,
Brian

ATTACHMENT B
April 2023 Engineering Report



Manasquan River Regional Sewerage Authority

BOROUGH OF FARMINGDALE | BOROUGH OF FREEHOLD | TOWNSHIP OF FREEHOLD
TOWNSHIP OF HOWELL | TOWNSHIP OF WALL

BRIAN J. BRACH, PE, QPA.
Executive Director

Engineering Report for April 19, 2023

General

- ❑ **No update since last month.** As per the Executive Director's September 23, 2022 memo, additional pipeline work was required to accommodate construction and replacement of Monmouth County Bridges HL-45 and HL46 on Allaire Road in Howell Township. The Authority has agreed to pay for the additional work and has since issued a Purchase Order for such. Construction on the pipeline modifications and exact costs are unknown at the moment. The Board can anticipate considering a resolution ratifying said additional work once exact final costs are determined at either the November or December public meeting.
- ❑ **No update since last month.** Colliers Engineering's property division has circulated the Authority's "Facilities Map" and identified six (6) sites that have potential interest for 3rd party telecommunications tower leases. Counsel is currently reviewing public bid documents. There is also synergy with Participants (namely Howell Township), as it is envisioned that space would be left on any tower for local emergency telecommunications equipment. The Board will be briefed once a plan has been developed on how to approach these leases.
- ❑ A service territory matter has arisen on Hurley Pond Road within Wall Township between MRRSA and the South Monmouth Regional Sewerage Authority (SMRSA). The Authority was assessing advantages and disadvantages of transferring a portion of MRRSA's territory to SMRSA (potentially for a consideration). However, the Executive Director and Mott MacDonald met with the Applicant on Tuesday, March 21st and the possibility of an advantageous connection to MRRSA appears to be reasonable. The Applicant is working on an amended design for Authority consideration. Wall Township administration needs to be engaged on the amended plan. MRRSA's Board will be kept advised of developments.
- ❑ **No update since last month.** Wall Township's Water and Sewer Director has approached MRRSA for assistance with oversight of "Bioxide" (a corrosion and odor control chemical) at the Township's Brice Park Pump Station and Force Main. This force main travels approximately 5-miles through Allaire State Park and discharges to MRRSA's Lower Manasquan Interceptor. The pipeline is a source of significant hydrogen sulfide. The Authority would be happy to collaborate to ensure that product is being used. MRRSA has a DRAFT shared services agreement from the last Bioxide contract (Contract No. 64A) that will be used as template for an agreement. MRRSA plans on engaging the Township's Administration. The Board can anticipate a shared services agreement in short order.
- ❑ The Authority engaged with the firm, "Blood Hound", and performed 2-days of electromagnetic field location of the Route 9 Force Main within the vicinity of Casino Drive and the Howell Lanes Bowling Alley on Wednesday, March 29th and Thursday, March 30th. This was a pilot investigation intended to test Blood Hound's capability to **exactly** locate the existing location of the DIP pipeline. Location efforts went so well that MRRSA was able to use the allotted budget to additionally locate the entirety of the MIngamanhone Force Main in Farmingdale. Mott MacDonald GPS located all field markings and detailed photographs were taken. This pilot effort was a success.

- ❑ **No update since last month.** The Authority is exploring leveraging the ESCNJ or GSA cooperatives to overhaul existing security measures and moving towards the “CyberLock” electronic key/lock platform (thru EAW Security). A preliminary meeting with EAW representatives highlighted many useful features of this technology. The Board will be advised of findings and recommended further action.

Application Matters

- ❑ There are a number of other Application Matters. Note that the Executive Director is requesting a general motion to execute and process a number of applications once they have satisfied professional requirements. The scope of this request is out of the ordinary but all indicated projects are nearing administrative completeness. Being that the Authority canceled the May 17th public meeting, this request is necessary to avoid unnecessary delays to the various applications.

Capital Improvement Program

- ❑ **Vehicle Fleet Replacement: No update since last month.** The Executive Director is researching what is required to rescind the I-Bank application for vehicle refinancing (dating back to 2017) and will report back to the Board if any authorization is required.
- ❑ **Evaluation of HQ Complex Buildings (H2M): No update since last month.** Several identified items require consideration in the short term future (ie: security system, fire system, CCTV, front gate security, etc.). These recommendations will be reviewed and prioritized with the ENCOM and it is anticipated it will result in some type of project under the Authority’s Capital Improvement Program.
- ❑ **UMPS/HQ Facility Master Plan and LMPS Facility Master Plan (Mott Mac): No update since last month.** The Executive Director has postponed development of these Facility Master Plans until further notice. A comprehensive overall Master Plan study is required in order to proceed with individual facility plans.
- ❑ **Con. 54A-MRRSA SCADA Implementation (CME): No update since last month.** A preconstruction meeting was held Monday, March 6th. Due to procurement lead times, actual construction is not anticipated to start until circa August 2023. Shop drawing review has commenced. The Board will be kept advised of any developments.
- ❑ **Con. 55B-System Wide MH Casting Replacements Phase 3 (CME): No update since last month.** Field investigations were conducted Wednesday, March 1st and the design is anticipated to be completed in short order. The Board can expect the project to be advertised for public bid during April/May 2023, with consideration at a public meeting thereafter.
- ❑ **Con. 57-Installation of Dry Pit Submersible Pumps at the UMPS (Greeley): No update since last month.** Greeley and Hansen is nearing completion of preliminary design documents, at which point a submission will be made to the Authority for final review prior to public bid.
- ❑ **Con. 58-Mingamahone PS Improvements (CME):** Property appraisals have been completed and offer letters were certified mailed to property owners. The Authority has (finally) connected with appropriate personnel at Verizon to proceed with easement acquisition. Planning/Zoning Board application shall immediately follow easement acquisitions.
- ❑ **Con. 65-Chemical System Improvements (Greeley): No update since last month.** Greeley and Hansen has submitted preliminary design documents that are currently under review by the Authority.

- ❑ **Con. 67-Rehabilitation of Meter Chambers 5MC-2 and 6MC-3 (Mott MacDonald):** Completion and closeout of the construction portion of this project was authorized at the March meeting. There is a resolution for consideration on the April agenda to authorize a nominal increase in Mott MacDonald construction related fees. Several unforeseen conditions were encountered during construction and the Executive Director recommends that the Board consider compensating Mott MacDonald for the additional work.
- ❑ **Con. 68-Route 547 Force Main Improvements (Mott Mac):** *No update since last month.* Mott MacDonald has commenced with initial design efforts. Coordination with the NJDOT has continued to discuss project related items within DOT right-of-way. The Authority has directed Mott MacDonald to proceed with detailed calculations and design considerations related to use of the existing NJDOT's bridge structure for support of the proposed new pipeline. Replacement-in-kind and prolonged bypass pumping is also being considered for the Route 547 right-of-way, as available space is limited and may prohibit an advantageous alignment. There is a good probability that it would behoove the Authority to separate the various work into two (2) contracts. As these details are explored and come into focus, a meeting will be scheduled with the ENGCOTM to provide an update.
- ❑ **Con. 69-Isolation Valve Replacement at the UMPS (Mott Mac):** Mott MacDonald is progressing with design. As this project, in conjunction with Con. 58 and Con. 68, reaches final design, financing meetings will be held with the EXECOM and ENGCOTM. The Authority will be advised of progress as design and financing consideration advance. A meeting was held with representatives of the Monmouth County Parks System on Friday, March 31st. Details of construction within the Green Acres park were discussed. The Board can anticipate considering a Hold Harmless Agreement with Monmouth County, as is standard procedure.
- ❑ **Con. 70-23-CY 2023 Wet Well Cleanings:** Public bids for this work were received on April 6th and the Board is considering award of this contract at the April meeting.
- ❑ **Advanced WRRF Facilities Plan (Phase 1):** *No update since last month.* The Phase 1 Facilities Plan document is nearing completion and a meeting will be held with the EXECOM prior to the end of the year to discuss the findings and gain a consensus on whether or not a Phase 2 study is warranted. NOTE: Bill Meinert, the project lead for Ramboll has left the Firm for Jacobs. This is concerning but the Authority has hedged with a deep Special Project Engineering Pool. The initiative is at a juncture where another Firm can pick it up with minimal interruption. Jacobs was appointed to the 2023 Special Project Engineering Pool. A meeting with Bill Meinert and Jacobs representatives was held at Authority Headquarters on Wednesday, March 8th. The Executive Director is contemplating recommendations on how the Authority should proceed with this exciting initiative.
- ❑ **Assessment of Regional Interceptor System (Mott Mac):** *No update since last month.* Mott MacDonald has completed an internal assessment of the regional interceptor system and findings will be presented to the ENGCOTM. Generally speaking, the vast majority of the Authority's system is in fair condition and does not require attention. All inspection reports and videos have been integrated with the Authority's GIS database.
- ❑ **Condition Assessment for the Route 547 Force Main:** *No update since last month.* CDM Smith was engaged on a small assignment to provide a summary, scope of work, costs and relative expectations for various assessment technologies available to MRRSA to assist in gauging condition of the 16-inch DIP Route 547 Force Main. A technical memorandum is expected in short order, which shall be reviewed by the ENGCOTM. Recommendations to the Board will be provided, accordingly.