



# Public Meeting Minutes of the Manasquan River Regional Sewerage Authority

FOR THE PUBLIC MEETING HELD ON  
WEDNESDAY, JUNE 21, 2023 AT 5:28PM

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

## **APPROVAL OF THE PUBLIC MEETING MINUTES HELD APRIL 19, 2023**

Moved by Mrs. Garcia, seconded by Mrs. Linszky.

## ROLL CALL

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

## **General Matters**

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

**RESOLUTION NO. 2023-33 AUTHORIZING A ONE (1) YEAR AGREEMENT WITH THE "BONFIRE" ELECTRONIC PROCUREMENT PLATFORM IN A FIXED FEE AMOUNT OF \$5,175.00**

**RESOLUTION NO. 2023-34 AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MEGHAN ANN BENNETT OF DILWORTH PAXSON LLP, AS BOND COUNSEL FOR THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY**

**RESOLUTION NO. 2023-35 CALLING UPON NEW JERSEY'S UNITED STATES SENATORS TO SPONSOR AND/OR SUPPORT THE PROPOSED FEDERAL "WATER SYSTEM PFAS LIABILITY PROTECTION ACT"**

**RESOLUTION NO. 2023-36 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO A SHARED SERVICES AGREEMENT BETWEEN THE MRRSA AND WALL TOWNSHIP FOR OVERSIGHT OF A CALCIUM NITRATE ODOR AND CORROSION CONTROL PROGRAM FOR THE TOWNSHIP'S BRICE PARK PUMP STATION AND ALLENWOOD FORCE MAIN**



Moved by Mrs. Garcia, seconded by Mrs. DeSarno.

DISCUSSION: Chairman Gatto noted that in regards to Resolution No. 2023-34, that Meghan Bennett was switching firms. Mr. Brach clarified that she wasn't switching firms personally and that Gluck Walrath was merging with Dilworth Paxson LLP. Mr. Gartz confirmed that to be the case.

Mr. Gartz inquired as to whether or not there was any monetary value to the Authority in regards to Resolution No. 2023-26. Mr. Brach responded that Wall Township would be paying for all product (through MRRSA's bid) and that MRRSA was not proposing any mark-up to the bid prices. Mr. Brach further detailed that there was residual benefit to the Authority in the way of less hydrogen sulfides and resulting corrosion (and odors).

ROLL CALL

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

## **Capital Improvement Program Matters**

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

**RESOLUTION NO. 2023-27A 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**

**RESOLUTION NO. 2023-37 APPROPRIATING A NET OF \$36,560.00 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 \$2,183,897.45**

**RESOLUTION NO. 2023-38 AUTHORIZING JACOBS TO PROVIDE ENGINEERING SERVICES FOR COMPLETION OF THE PHASE 1 FACILITIES PLAN FOR A WASTEWATER RESOURCES RECOVERY FACILITY (WRRF) CONCEPT IN A MAXIMUM REIMBURSABLE AMOUNT NOT-TO-EXCEED \$36,560.00**

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

DISCUSSION: Upon the request of Chairman Gatto, Mr. Brach detailed that with regards to Resolution No. 2023-38, that Ramboll did not respond to the Professional RFQ this year and that the main project manager, Bill Meinert, had moved on to Jacobs, who did respond and were qualified under the Professional RFQ. Mr. Brach had met with Jacobs and was confident that the Firm was more than qualified to complete this initiative. Mr. Brach also noted that it was the recommendation of the Engineering Committee to consider proceeding with Jacobs. There were no further questions and/or comments.

ROLL CALL

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

## **Finance Matters**

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

**APPROVAL OF THE APRIL 2023 TREASURER'S REPORT**

**APPROVAL OF THE MAY 2023 TREASURER'S REPORT AND TRANSFER OF A TOTAL OF \$838,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT**

**APPROVAL OF THE PAYMENT OF THE JUNE BILL LIST IN THE AMOUNT OF \$749,144.81**

**APPROVAL OF THE PAYMENT OF THE DEVELOPER ESCROW IN THE AMOUNT OF \$18,863.26**

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

### **ROLL CALL**

**AYES:** Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Gartz, Mrs. Linszky,  
Mrs. McKenna, Mr. Tantillo, Mr. Wilson, Chairman Gatto

**NAYS:** None

**ABSTAIN:** None

**DISQUALIFY:** None

**ABSENT:** Mr. Fischer

## **Application Matters**

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

**RESOLUTION NO. 2023-39 APPROVING SEWER APPLICATION NO. 2022-23 FOR THE "AAFFHW FORMAN WAREHOUSE (PRIVATE)" PROJECT (HOWELL TOWNSHIP)**

**RESOLUTION NO. 2023-40 APPROVING SEWER APPLICATION NO. 2022-24 FOR THE "AAFFHW FORMAN WAREHOUSE (PUBLIC)" PROJECT (HOWELL TOWNSHIP)**

**RESOLUTION NO. 2023-41 APPROVING SEWER APPLICATION NO. 2023-04 FOR THE "AAFRHW FAIRFIELD WAREHOUSE" PROJECT (HOWELL TOWNSHIP)**

**RESOLUTION NO. 2023-42 APPROVING SEWER APPLICATION NO. 2023-11 FOR THE "AASTHW FAIRFIELD WAREHOUSE" PROJECT (HOWELL TOWNSHIP)**

**RESOLUTION NO. 2023-43 APPROVING SEWER APPLICATION NO. 2023-12 FOR THE "32 CHESTNUT GF LLC" PROJECT (FARMINGDALE BOROUGH)**

**RESOLUTION NO. 2023-44 APPROVING SEWER APPLICATION NO. 2023-14 FOR THE "6846 ROUTE 9 aka DIME 9 LLC" PROJECT (HOWELL TOWNSHIP)**

**RESOLUTION NO. 2023-45 APPROVING SEWER APPLICATION NO. 2023-15 FOR THE "GABRIELLI HOWELL REALTY, LLC" PROJECT (HOWELL TOWNSHIP)**

*(This space was left intentionally blank)*

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

**ROLL CALL**

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

**Reports**

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

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

**EXECUTIVE DIRECTOR'S REPORT:** The June 2023 Executive Director's Report has been attached for the record. Mr. Brach indicated there was nothing further to report.

**OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT:** Mr. Daly informed the Board that the OCUA had not received any objections to the proposed 2% bulk rate increase.

**OLD BUSINESS:** Mr. Brach informed the Board that Contract No. 15L for Hydrogen Peroxide and Contract No. 64B for Calcium Nitrate would both be publicly bid and that the Board can anticipate considering their respective awards at a subsequent meeting(s).

**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 5:36pm.

Respectfully submitted,

  
\_\_\_\_\_  
Olga R. McKenna, Secretary

**ATTACHMENT A**  
**June 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: June 16, 2023

TO: MRRSA Commissioners

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



RE: Summary of Executive Director's Report Items  
June 21, 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:

- **FY2022 Audit:** The Authority's FY2022 audit is nearing completion pending release of the GASB 68 pension figures from the State of New Jersey. As in years past, the Authority shall not consider certification until such time that the GASB 68 figures are made available.
- **2023/2024 Connection Fee Hearing:** The Board is advised that the Authority's annual connection fee hearing is scheduled for the July 19<sup>th</sup> public meeting.
- **OCUA Proposed 2024 Rates:** The OCUA has proposed a **2.0% increase** to their 2024 bulk rate. This was foreseeable given current economic conditions and the Authority's ratemaking and budgets over the past several years have anticipated such an increase.
- **Meehan C2 License:** I'd like to recognize MRRSA Operator, Corey Meehan, for passing his C2 Licensed Operator examination. There is a lot of work behind the scenes that goes into preparation for the NJDEP's licensing exams and I'm proud of Corey's efforts. His success is well deserved and goes a long way towards motivating other operators to continue their licensing journeys!
- **"SLCGP" Cybersecurity Grant Application:** As recommended by the Cyber JIF, and in collaboration with Freehold Township IT, the Authority has submitted an application for a State and Local Cybersecurity Grant Program (SLCGP) grant. The SLCGP is a federal grant program administered by the United States Department of Homeland Security (DHS) and funded by the Infrastructure Investment and Jobs Act (IIJA). The overall goal of the SLCGP is to improve the cybersecurity posture of state, local, and territorial (SLT) government organizations by providing assistance for managing and reducing systemic cyber risk. The Board shall be kept advised of developments as they relate to the grant application.



- **OceanFirst Bank Update:** The Authority continues to collaborate with OceanFirst Bank (OFB) to take advantage of the current interest rate environment. OFB has offered to raise the Authority's global interest rate from 1.25% to 2.25%, effective immediately. This is significant and speaks to a good working relationship. This is in addition to the various OFB Cash Management Plan investments the Authority is currently leveraging (ie: "laddered" short term Treasury Bills), which currently have yields to maturity in the range of 4.605% to 4.703%.
- **Holmdel Contract Operations Update:** Holmdel has continued to keep Authority operators engaged. Attached you'll find an excerpt from an Authority memo recommending prioritized risk-based capital improvement initiatives for Holmdel's wastewater collection and conveyance system. I'm happy to report that through much collaboration and discussion, the Township has thoughtfully decided to move forward with the vast majority of these recommendations and is committed to almost \$1.3M in prioritized improvements. These initiatives will go a long way towards eliminating deferred maintenance and moving the Township towards proactive and efficient O&M.
- **2024/2025 JIF Employment Practices Liability (EPL) Program:** The JIF has promulgated employee manual updates as part of the EPL Program. Recommended updates will be reviewed with Counsel and it's anticipated that the Board will consider applicable updates to the Authority's "Personnel Policies and Procedures Manual" at the September 2023 or October 2023 meeting.
- **Happy Independence Day:** Best wishes on a happy and healthy Fourth of July!

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

Respectfully,  
Brian

**ATTACHMENT B**  
**June 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 June 21, 2023

### General

- ❑ Work is progressing on 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.
- ❑ **No update since last month.** 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 21<sup>st</sup> 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.
- ❑ 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 forcemain 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 engaged the Township and a resolution has been placed on the June agenda for consideration of a shared services agreement. (*Refer to Item No. 8 on the 6/12/23 ENGCOTM agenda*).
- ❑ **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.
- ❑ The Engineering Committee met on Monday, June 12, 2023 to discuss numerous matters. Several matters were updated for information purposes; while several other matters require Board consideration. The ENGCOTM agenda has been attached for the Board's reference. A number of the items have also been detailed within this report.
- ❑ Financing is required in the estimated total gross amount of \$11.6M for (4) separate Authority CIP initiatives. The Authority has been collaborating with NW Financial and GluckWalrath and developed a plan for I-Bank funding, where all four "sub-projects" can be timed appropriately and rolled into a single long-term loans. An "Issuer Credit Rating" would be required and the Authority has been advised that receiving said rating from Moody's would be advantageous. (*Refer to Items No. 1 and No. 2 on the 6/12/23 ENGCOTM agenda*).

- ❑ Metered wastewater flows through the 1st Quarter of 2023 are trending below both budgeted and billed projections. (*Refer to Item No. 5 on the 6/12/23 ENGCOT agenda*).
- ❑ The Board is being requested to consider a resolution at the June meeting calling upon New Jersey's US Senators to support a proposed federal act known as the "Water Systems PFAS Liability Protection Act". Please see the attached May 22, 2023 correspondence from the AEA explaining the need for this act. (*Refer to Item No. 6 on the 6/12/23 ENGCOT agenda*).

## **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 17<sup>th</sup> public meeting, this request is necessary to avoid unnecessary delays to the various applications.

## **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 6<sup>th</sup>. 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 1<sup>st</sup> 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):** *No update since last month*. 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 ENGCOM to provide an update.
- ❑ **Con. 69-Isolation Valve Replacement at the UMPS (Mott Mac):** *No update since last month.* 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 ENGCOM. 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 31<sup>st</sup>. 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:** This project was awarded at the April meeting and contracts are currently being processed. It is anticipated that all of the first cleanings will be completed by the end of Summer 2023.
- ❑ **Advanced WRRF Facilities Plan (Phase 1):** After thoughtful consideration on how to proceed with this initiative, the Executive Director is recommending that the Board consider relieving Ramboll of their responsibilities and authorizing Jacobs to complete the Phase 1 Facilities Plan. This was discussed at length amongst the ENGCOM and a resolution for consideration has been placed on the June agenda. *(Refer to Item No. 4 on the 6/12/23 ENGCOM agenda).*
- ❑ **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 ENGCOM. Recommendations to the Board will be provided, accordingly.
- ❑ **Route 547 Interceptor Rehabilitation:** The first (3) downstream sections of the 24" RCP Route 547 Interceptor in Howell Township were identified as requiring rehabilitation following the Authority's Regional Interceptor System assessment. PS&S has been engaged to provide a quote for design/bid said rehabilitation. The Board can anticipate consideration of a proposal at the July 2023 meeting. This project is part of the (4) initiatives being considered for I-Bank financing. *(Refer to Item No. 1 on the 6/12/23 ENGCOM agenda).*