



Public Meeting Minutes of the Manasquan River Regional Sewerage Authority

FOR THE PUBLIC MEETING HELD ON
WEDNESDAY, JULY 19, 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; Roger J. McLaughlin, 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, Mr. Fischer, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto
ABSENT: Mrs. Garcia, Mr. Gartz, Mr. Wilson

APPROVAL OF THE PUBLIC MEETING MINUTES HELD JUNE 21, 2023

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

ROLL CALL

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

Chairman Gatto requested that Mr. Kocsik introduce Mott MacDonald employee, Peter Giammona, who was present at the meeting. Mr. Kocsik provided an overview of Mr. Giammona's role with the Authority.

Certification of 2022 Annual Audit

SUMMARY OF 2022 AUDIT PROVIDED BY REPRESENTATIVE OF HOLMAN FRENIA ALLISON, P.C.

DISCUSSION: Chairman Gatto informed the Board that Brian J. Waldron, Partner at Holman Frenia Allison, P.C. (HFA), provided a detailed synopsis of the 2022 Comprehensive Annual Financial Report (CAFR) to the Executive Committee prior to the meeting. Mr. Waldron concisely addressed the Board and noted that the Authority had received an unmodified opinion, which is the highest opinion that can be offered.

There were no questions or comments from the Board and Mr. Waldron was dismissed.

RESOLUTION NO. 2023-46 CERTIFICATION OF 2022 ANNUAL AUDIT

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

ROLL CALL

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



Public Hearing for Adjustment of 2023/2024 Connection Fee

MOTION TO ENTER INTO PUBLIC HEARING FOR ADJUSTMENT OF 2023/2024 CONNECTION FEE

Moved by Mrs. DeSarno, seconded by Mrs. Linszky.

ROLL CALL

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

Refer to the attached transcript of proceedings for the Public Hearing details.

Public Hearing Matters

RESOLUTION NO. 2023-47 ESTABLISHING 2023/2024 MRRSA CONNECTION FEE OF \$2,548.00/EDU AND CORRESPONDING REVISIONS TO SCHEDULE "C" OF THE AUTHORITY'S RULES AND REGULATIONS

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

ROLL CALL

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

General Matters

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

MOTION AUTHORIZING THE EXECUTIVE DIRECTOR AND ASSISTANT SECRETARY TO EXECUTE THE LOCAL EFFICIENCY ACHIEVEMENT PROGRAM (LEAP) IMPLEMENTATION GRANT AGREEMENT UPON REVIEW AND ACCEPTANCE BY AUTHORITY COUNSEL AND IN COLLABORATION WITH HOLMDEL TOWNSHIP

MOTION TO PUBLICLY NOTICE CANCELLATION OF THE AUGUST 16, 2023 PUBLIC MEETING

Moved by Mr. Fischer, seconded by Mr. Tantillo.

ROLL CALL

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

Capital Improvement Program Matters

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

RESOLUTION NO. 2023-48 APPROPRIATING A NET OF \$170,775.11 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 \$2,013,122.34

RESOLUTION NO. 2023-49 AUTHORIZING EXECUTIVE DIRECTOR TO ENTER INTO AGREEMENT WITH GARDEN STATE SEALCOATING, INC. FOR REPAIR AND SEALCOATING OF THE HEADQUARTERS PARKING LOT IN THE FIXED FEE AMOUNT OF \$45,395.11 UNDER MRESC BID NO. ESCNJ 23/24-06 OF NJ STATE APPROVED COOPERATIVE PRICING SYSTEM DESIGNATOR NO. 65MCESCCPS

RESOLUTION NO. 2023-50 AUTHORIZING PS&S TO PROVIDE ENGINEERING SERVICES FOR THE EVALUATION, DESIGN, FINANCING SUPPORT AND PUBLIC BID FOR THE REGIONAL INTERCEPTOR SYSTEM REHABILITATION PROJECT IN A MAXIMUM REIMBURSABLE AMOUNT NOT-TO-EXCEED \$125,380.00

RESOLUTION NO. 2023-51 DECLARING THE AUTHORITY'S OFFICIAL INTENT TO REIMBURSE EXPENDITURES FOR PROJECT COSTS FROM THE PROCEEDS OF DEBT OBLIGATIONS OF THE AUTHORITY, INCLUDING IN CONNECTION WITH ITS PARTICIPATION IN THE FINANCING PROGRAMS OF THE NEW JERSEY INFRASTRUCTURE BANK AND/OR THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY

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

ROLL CALL

AYES: Mr. Daly, Mrs. DeSarno, Mr. Fischer (*Res. No. 2023-48; Res. No. 2023-49; Res. No. 2023-51*), Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto
NAYS: None
ABSTAIN: Mr. Fischer (*Res. No. 2023-50*)
DISQUALIFY: None
ABSENT: Mrs. Garcia, Mr. Gartz, Mr. Wilson

Finance Matters

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

APPROVAL OF THE JUNE 2023 TREASURER'S REPORT AND TRANSFER OF A TOTAL OF \$2,900,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

APPROVAL OF THE PAYMENT OF THE JULY BILL LIST IN THE AMOUNT OF \$122,781.46

APPROVAL OF THE PAYMENT OF THE ESTIMATED AUGUST BILL LIST IN THE AMOUNT OF \$2,543,767.28

APPROVAL OF THE PAYMENT OF THE DEVELOPER ESCROW IN THE AMOUNT OF \$10,323.00

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

ROLL CALL

AYES: Mr. Daly, Mrs. DeSarno, Mr. Fischer, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto
NAYS: None
ABSTAIN: Mr. Fischer (*PS&S Invoice in the Amount of \$3,336.25*)
DISQUALIFY: None
ABSENT: Mrs. Garcia, Mr. Gartz, Mr. Wilson

Application Matters

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

RESOLUTION NO. 2023-52 APPROVING SEWER APPLICATION NO. 2023-13 FOR THE "MODWASH (PRIVATE)" PROJECT (HOWELL TOWNSHIP)

RESOLUTION NO. 2023-53 APPROVING SEWER APPLICATION NO. 2023-17 FOR THE "MODWASH (PUBLIC)" 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 A SUBSEQUENT MEETING):

- A. ANTICIPATED APPLICATION FOR THE "HALLS MILL PROPERTY OWNER, LLC (PUBLIC)" PROJECT IN FREEHOLD TOWNSHIP**
- B. ANTICIPATED APPLICATION FOR THE "NORTHEAST REMSCO CORPORATE HEADQUARTERS (REVISED)" PROJECT IN HOWELL TOWNSHIP (AMENDING APPROVAL OF PRIOR MRRSA RESOLUTION NO. 2006-29)**

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

ROLL CALL

AYES: Mr. Daly, Mrs. DeSarno, Mr. Fischer, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. Garcia, Mr. Gartz, Mr. Wilson

Reports

EXECUTIVE COMMITTEE: Mr. Brach reported on a discussion during the Executive Committee meeting to assist the Plumsted Municipal Utilities Authority (PMUA). It was the recommendation of the Executive Committee to bring the matter before the entire Board for consideration. Mr. Brach detailed the 3-year long engagement with the PMUA and noted that the PMUA was potentially facing administrative issues. Seeing as how the Board was not meeting again until September, Mr. Brach was requesting consideration to authorize the Authority to assist the PMUA administratively, as summarized in Resolution No. 2023-54. Chairman Gatto referred back to prior authorization (circa July 2020), in which the Board authorized formal discussion with the PMUA. Chairman Gatto noted that this was in addition, and to facilitate, in that effort.

There were no further questions or comments from the Board.

RESOLUTION NO. 2023-54 AUTHORIZING EXECUTIVE DIRECTOR TO ENGAGE DIRECTLY WITH AND ASSIST THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY IN AN EFFORT TO ADDRESS SHORT TERM ADMINISTRATIVE DEFICIENCIES AND EXPLORE MORE LONG TERM SHARED SERVICES OPPORTUNITIES

Moved by Mrs. Linszky, seconded by Mrs. DeSarno.

ROLL CALL

AYES: Mr. Daly, Mrs. DeSarno, Mr. Fischer, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. Garcia, Mr. Gartz, Mr. Wilson

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

EXECUTIVE DIRECTOR'S REPORT: The July 2023 Executive Director's Report has been attached for the record. Mr. Brach advised the Board that it was a pleasure working with Brian Waldron and his team from HFA on the FY 2022 audit; and being that the August meeting was canceled, wishes the Board a safe and enjoyable end to their summers.

OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT: Mr. Daly informed the Board that there was nothing to report.

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.

On behalf of the Board, Mr. Fischer read into the record a proclamation "*Honoring Executive Director, Brian J. Brach, PE, on His Induction into the Golden Manhole Society*" and presented Mr. Brach with a frame and picture commemorating the achievement. The Board congratulated Mr. Brach; and Mr. Brach noted that it was a pleasure serving the Board.

Chairman Gatto wished everyone a good end to their summers.

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 5:51pm.

Respectfully submitted,


Olga R. McKenna, Secretary

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ATTACHMENT A
July 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: July 14, 2023

TO: MRRSA Commissioners

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

RE: Summary of Executive Director's Report Items
July 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:

- **LEAP Grant Award**: As the Board was advised, the Authority and Holmdel Township have been awarded a Local Efficiency Achievement Program (LEAP) Implementation Grant in the amount of \$221,500. See attached July 1st correspondence for further details.
- **Nestle's Plant Closure**: Unfortunately, Nestle's has indicated that the company's plant in Freehold Borough is scheduled for closure circa November 2023. This will have an immediate impact on MRRSA's service territory and it's anticipated that a loss of 100MG to 150MG per year in wastewater flows will be realized. Impacts will be reflected within the 2024 Budget.
- **Anticipated Public Bids**: The Authority will be publicly bidding Con. 15L for hydrogen peroxide product and Con. 64B for calcium nitrate product during August/September 2023. It is anticipated that the Board will consider the award of both contracts at the September 20th meeting.
- **Enjoy Your Summer!**: It is anticipated that the Authority's August 16, 2023 public meeting will be canceled. The Authority wishes all Board members a healthy and happy end to summer!

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

Respectfully,
Brian



ATTACHMENT B
July 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 July 19, 2023

General

- ❑ **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 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 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.
- ❑ **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.
- ❑ **No update since last month.** 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.

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. Being that it's anticipated the Authority is canceling the August 16th 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 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):** *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):** Greeley and Hansen has advanced design efforts and it's anticipated this project will be publicly bid late summer/early fall 2023.
- ❑ **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 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:** A preconstruction coordination call was conducted the week of July 3rd and it is anticipated that all of the first cleanings will be completed by the end of Summer 2023.
- ❑ **Advanced WRRF Facilities Plan (Phase 1):** *No update since last month.* 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.

- ❑ **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 ENGCOT. Recommendations to the Board will be provided, accordingly.

- ❑ **Regional Interceptor System Rehabilitation:** PS&S has provided a proposal for the evaluation, design, financing support and public bid services for rehabilitation of prioritized sections of interceptors and infrastructure throughout the Authority's regional system. A resolution has been placed on the July 2023 agenda for Board consideration. This project is part of the (4) initiatives being considered for I-Bank financing.