



# Public Meeting Minutes of the Manasquan River Regional Sewerage Authority

FOR THE PUBLIC MEETING HELD ON  
WEDNESDAY, FEBRUARY 21, 2024 AT 5:31PM

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

## **APPROVAL OF THE PUBLIC MEETING MINUTES HELD JANUARY 17, 2024**

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

## ROLL CALL:

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

## **Reorganization Matters**

### **MOTION THAT EXECUTIVE DIRECTOR SERVE AS TEMPORARY CHAIR FOR THE PURPOSE OF REORGANIZATION**

Moved by Mr. Tantillo, seconded by Mrs. Garcia

## ROLL CALL:

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

Mr. Brach thanked the Board for their continued support and cooperation and he looks forward to a productive 2024. Mr. Brach entertained nominations for Chair of the Board of Commissioners.



**NOMINATION THAT COMMISSIONER A. RICHARD GATTO SERVE AS CHAIR OF THE BOARD OF COMMISSIONERS**

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

ROLL CALL:

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

**NOMINATION THAT COMMISSIONER JAMES DALY SERVE AS VICE CHAIR OF THE BOARD OF COMMISSIONERS**

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

ROLL CALL:

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

Chairman Gatto proceeded with the public meeting.

*(All of the Following Reorganization Matters were enacted by a single motion, unless otherwise noted)*

**RESOLUTION NO. 2024-03 APPOINTING SECRETARY, ASSISTANT SECRETARY, TREASURER AND COMMITTEES**

**RESOLUTION NO. 2024-04 DESIGNATING THE ASBURY PARK PRESS AND STAR LEDGER AS THE AUTHORITY’S OFFICIAL NEWSPAPERS**

**RESOLUTION NO. 2024-05 ADOPTING 2024 MEETING SCHEDULE**

**RESOLUTION NO. 2024-06 ADOPTING 2024 CASH MANAGEMENT PLAN**

**RESOLUTION NO. 2024-07 DESIGNATING DEPOSITORIES**

**RESOLUTION NO. 2024-08 AUTHORIZING SIGNATORIES FOR DESIGNATED BANK ACCOUNTS**

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

ROLL CALL:

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

## **“Fair and Open” RFP Matters**

*(All “Fair and Open” Matters were enacted by a single motion, unless otherwise noted)*

### **SUMMARY OF RECOMMENDED PROFESSIONAL APPOINTMENTS BY EXECUTIVE DIRECTOR**

Mr. Brach noted that all Commissioners had received a summary of RFQ responses and entertained questions. There were no questions from the Board.

### **RESOLUTION NO. 2024-09 APPOINTING 2024 PROFESSIONALS FOR OPEN-ENDED CONTRACTS**

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

#### **ROLL CALL:**

**AYES:** Mr. Daly, Mr. Fischer *(All Positions with the Exception of the Special Project Engineering Pool)*, Mrs. Garcia, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto  
**NAYS:** None  
**ABSTAIN:** Mr. Fischer *(Special Project Engineering Pool)*  
**DISQUALIFY:** None  
**ABSENT:** Mrs. DeSarno, Mr. Gartz, Mr. Wilson

## **General Matters**

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

### **RESOLUTION NO. 2024-10 AWARDING CONTRACT NO. 15M FOR FURNISHING AND DELIVERY OF HYDROGEN PEROXIDE TO GEORGE S. COYNE CHEMICAL CO. INC. IN A MAXIMUM AMOUNT NOT-TO-EXCEED \$68,250.00**

### **RESOLUTION NO. 2024-11 AUTHORIZING THE NOTICE OF “FAIR AND OPEN” REQUEST FOR PROPOSALS FOR VARIOUS SERVICES**

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

#### **ROLL CALL:**

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

## **Capital Improvement Program Matters**

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

### **RESOLUTION NO. 2024-12 AUTHORIZING ACQUISITION OF PROPERTIES FOR THE MINGAMAHONE PUMP STATION IMPROVEMENTS PROJECT**

### **RESOLUTION NO. 2024-13 APPROPRIATING A NET OF \$21,590.00 FROM THE CAPITAL RESERVE FUND TO ACCOUNT NO. 01-070-0000 OF THE AUTHORITY’S 2024 OPERATING BUDGET AND DECREASING THE DESIGNATED CAPITAL RESERVE FUND TO A BALANCE OF \$3,054,709.72**

**RESOLUTION NO. 2024-14 AUTHORIZING ENVIROLUTIONS LLC FOR THE FURNISHING AND DELIVERY OF SPARE RAW SEWAGE PUMP PARTS FOR THE UPPER MANASQUAN PUMP STATION IN A FIXED FEE COST OF \$21,590.00 UNDER CONTRACT NO. B369-03 OF THE NORTH JERSEY WASTEWATER COOPERATIVE PRICING SYSTEM**

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

**ROLL CALL:**

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

**Personnel Matters**

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

**RESOLUTION NO. 2023-85A ESTABLISHING 2024 EMPLOYEE SALARIES**

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

**ROLL CALL:**

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

**Finance Matters**

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

**APPROVAL OF THE JANUARY 2024 TREASURER’S REPORT AND TRANSFER OF \$2,288,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT**

**APPROVAL OF THE PAYMENT OF THE FEBRUARY BILL LIST IN THE AMOUNT OF \$2,143,563.58**

**APPROVAL OF THE PAYMENT OF DEVELOPER ESCROW IN THE AMOUNT OF \$4,182.50**

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

**ROLL CALL:**

AYES: Mr. Daly, Mr. Fischer, Mrs. Garcia, Mrs. Linszky, Mrs. McKenna, Mr. Tantillo, Chairman Gatto  
NAYS: None  
ABSTAIN: Mr. Fischer (*PS&S Invoice in the Amount of \$18,410.61*)  
DISQUALIFY: None  
ABSENT: Mrs. DeSarno, Mr. Gartz, Mr. Wilson

## **Application Matters**

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

**RESOLUTION NO 2024-15 AUTHORIZING A STATEMENT OF CONSENT FOR A SITE SPECIFIC AMENDMENT TO INCLUDE BLOCK 42, LOT 4 IN COLTS NECK TOWNSHIP WITHIN THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY'S FUTURE WASTEWATER SERVICE AREA**

**MOTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE APPLICABLE DOCUMENTS FOR MRRSA APPLICATION FOR SEWER NO 2024-01 FOR THE "HALLS MILL ROAD SEWER EXTENSION" PROJECT IN FREEHOLD TOWNSHIP UPON SATISFACTION OF THE AUTHORITY'S PROFESSIONALS (TO BE RATIFIED AT A SUBSEQUENT MEETING)**

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

DISCUSSION: Mr. Brach informed the Board that the Statement of Consent being considered under Resolution No. 2024-15 was in accordance with terms and conditions of the settlement agreement previously authorized with Countryside Developers. There were no questions from the Board.

### ROLL CALL:

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

## **Reports**

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

ENGINEERING COMMITTEE: The February 2024 Engineering Report has been attached for the record. Mr. Brach indicated there was nothing further to report.

EXECUTIVE DIRECTOR'S REPORT: The February 2024 Executive Director's Report has been attached for the record. Upon being prompted by Chairman Gatto, Mr. Brach explained to the Board that all of the Authority's funds were currently on deposit with OceanFirst Bank and/or invested within Treasuries through OceanFirst Bank's Cash Management program. The Authority had a conversation with NW Financial, and although NW Financial is not licensed to provide investment advisory services or advice, they were able to identify relative risks and generally detail options available to the Authority to diversify holdings, including the NJ/ARM and the NJ Cash Management Plan. Essentially, Mr. Brach indicated that the Authority was going to consider moving funds to NJ's Cash Management Fund. Mr. Brach noted that the NJ Cash Management Fund was an identified depository within the Authority's Cash Management Plan.

Mr. Fischer inquired as to the rates that each of the mentioned funds offered. Mr. Brach responded that the (current) NJ/ARM rate was approximately 5.30% and the NJ Cash Management Fund rate was approximately 5.32%.

Mr. Brach congratulated Mr. McLaughlin and Mr. Kocsik on their Firm's reappointments and noted that the Authority was fortunate to have such a qualified group of Professionals.

OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT: Mr. Daly indicated there was nothing to report.

## **Executive Session Matters**

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

Chairman Gatto inquired if the Board thought it was necessary to enter into Executive Session. There were no questions from the Board on the various Executive Session Matters. Resolution No. 2024-16 was withdrawn and the following matters were considered.

**RESOLUTION NO. 2024-17 AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY AND PLUMSTED MUNICIPAL UTILITIES AUTHORITY FOR BASIC UTILITY ADMINISTRATION SERVICES**

**RESOLUTION NO. 2024-18 AUTHORIZING EMPLOYEE COMPENSATION FOR VARIOUS RESPONSIBILITIES RELATED TO CONTRACT ADMINISTRATION OF THE PLUMSTED MUNICIPAL UTILITIES AUTHORITY**

**MOTION AUTHORIZING THE CHAIR, VICE CHAIR AND AUTHORITY COUNSEL TO NEGOTIATE TERMS AND CONDITIONS FOR THE CONTRACT EXTENSION OF THE EXECUTIVE DIRECTOR SUBJECT TO FUTURE BOARD CONSIDERATION**

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

**ROLL CALL:**

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

NAYS: None

ABSTAIN: None

DISQUALIFY: None

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

**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 5:45pm.

Respectfully submitted,

  
Olga R. McKenna, Secretary

**ATTACHMENT A**  
**February 2024 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: February 16, 2024

TO: MRRSA Commissioners

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

RE: Summary of Executive Director's Report Items  
February 21, 2024 Reorganization 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:

- **Certification of MRRSA 2024 Adopted Budget:** The Authority's 2024 Budget was formally certified by the DCA on February 5, 2024.
- **Nestle's WWTF Closure Plan:** Nestle's has submitted a formal closure plan to the NJDEP, which indicates that the existing wastewater treatment facility will be decommissioned circa May 2024. As the Board has been advised, this will impact the Authority, particularly Freehold Borough. A copy of the closure plan was provided to Borough officials.
- **NJUA EPL Revisions:** The Authority is working towards complying with the NJUA JIF's bi-annual employer liability updates. The Board can anticipate ratifying changes to the MRRSA's "Personnel Policies and Procedures Manual" related to the JIF mandated update.
- **Wastewater Flows:** Anecdotally, the Authority service territory has been wet to start the year and there have been several high precipitation events that have resulted in corresponding high wastewater flows. The Authority will provide an update after Mott MacDonald's 1st Quarter Wastewater Flow Audit but anticipates that wastewater flows could approach and/or exceed prorated annual charge estimates for several of the Participant Municipalities.
- **Authority Investments:** The Authority currently has all funds invested within OceanFirst Bank, either in the general checking/revenue accounts or in the Bank's "Cash Management Plan", which leverages short-term treasuries. After a good conversation with NW Financial on Wednesday 2/14, the Board can expect to see funds move to either the NJ/ARM or NJ Cash Management Plan to diversify holdings and leverage the high interest rate environment.

Feel free to contact me if you'd like to discuss any of these matters further.

Respectfully,  
Brian





**ATTACHMENT B**  
**February 2024 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 February 21, 2024

### General

- ❑ **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 MRRSA has taken one of the lead roles in "pitching" the high level concept of a Monmouth County biosolids resiliency facility (to be preferably located within the Monmouth County Landfill). This has the potential to be a transformative project that would benefit every resident of Monmouth County, MRRSA and MRRSA Participant communities alike. A resolution supporting a LEAP Challenge Grant application has been placed on the January agenda for consideration..
- ❑ **No update since last month.** Dilworth Paxson has contacted MRRSA and suggested that the Authority (and Participant Municipalities) consider engagement in various investigations and potential litigation surrounding PFAS (aka: "forever" chemicals). Exact implications are unknown but remediation efforts can be extremely costly. Ever increasing regulations are all but certain. MRRSA is considering involvement and may lead an effort to collaborate with Participant Municipalities. The landscape of possible contamination and exposure is large and it would behoove MRRSA to explore further. The Board will be kept updated as appropriate on any developments.
- ❑ The Authority continues to address the pump failure at the Lower Manasquan Pump Station as detailed in the Executive Director's February 5, 2024 notification to the Board. Updates will be provided to the Board as required and ratification of emergency repairs can be anticipated at a subsequent Authority meeting.

### Application Matters

- ❑ There is nothing out of the ordinary for those application matters being considered on the January 2024 agenda.

### 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.* Shop drawing reviews are progressing and the Authority continues to collaborate with CME. Due to equipment lead times, construction is not anticipated to start until the Spring/Summer 2024.
- ❑ **Con. 55B-System Wide MH Casting Replacements Phase 3 (CME):** *No update since last month.* Design is 95% complete and the Authority can expect the project to be advertised for public bid during Fall 2023, with consideration at a public meeting thereafter. It is noted that Monmouth County has awarded a project for realignment of Route 524 in the vicinity of Our House Tavern. A significant portion of the manholes within Con. 55B are located in the section of roadway to be realigned. CME has been coordinating with Monmouth County to potentially include MH casting replacement under the County's project (as a change order). The Board can expect to consider this change order at a subsequent meeting. The scope (and cost) of Con. 55B would be revised to reflect the changes.
- ❑ **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):** A resolution has been placed on the February 2024 agenda authorizing Authority professionals to proceed with acquisition of two (2) parcels required for the improvement project. The Authority has also been collaborating with the Borough of Farmingdale and anticipates a Planning/Zoning Board subdivision application and capital project review circa Spring 2024. Progress on this project is being expedited in an effort to publicly bid during Summer/Fall 2024.
- ❑ **Con. 65-Chemical System Improvements (Greeley):** *No update since last month.* Design is 95% complete and it's anticipated this project will be publicly bid Fall 2023.
- ❑ **Con. 68-Route 547 Force Main Improvements (Mott Mac):** *No update since last month.* After thoughtful consideration, the Authority has directed Mott MacDonald to proceed with sliplining of the existing 16-inch Route 547 Force Main with a suitable SDR 14-inch HDPE pipe from the Lower Manasquan Pump Station to Air Release MH No. 2. Effects on hydraulics would be de minimis and the Authority would have a brand new pipeline with a minimum 75-year service life. Replacement-in-kind and prolonged bypass pumping will be required within the Route 547 right-of-way, as available space for a more advantageous alignment is not available. 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 ENGCOR 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 ENGCOR. 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 and the Board can anticipate considering a Hold Harmless Agreement with Monmouth County, as is standard procedure.
- ❑ **Con. 70-23-CY 2023 Wet Well Cleanings:** *No update since last month.* The 2nd cleanings of the Mingamahone Pump Station and Lower Manasquan Pump Station wet wells are currently being scheduled to complete the contract. For future cleanings, the Authority plans on leveraging separate "Fair and Open" RFPs in lieu of a public bidding process.

- ❑ **Advanced WRRF Facilities Plan (Phase 1):** *No update since last month.* Jacobs has completed the Phase 1 report. Meetings will be scheduled with the ENGCOT and EXECOT to review the findings and discuss recommendation and next steps.
- ❑ **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.
- ❑ **Con. 71-Regional Interceptor System Rehabilitation:** *No update since last month.* PS&S has completed initial field investigations. Design is just beginning and will continue into 2024.
- ❑ **Con. 72-Slide Gate Replacement at the UMPS:** *No update since last month.* PS&S has completed field investigations and the design is nearing completion. It's anticipated that the project will be publicly bid and considered for award during the Winter/Spring 2024.