



Public Meeting Minutes of the Manasquan River Regional Sewerage Authority

FOR THE PUBLIC MEETING HELD ON
WEDNESDAY, MARCH 20, 2024 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 5:30 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; 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, Mr. Gartz, Mrs. Linszky, Mrs. McKenna, Mr. Wilson, Chairman Gatto
ABSENT: Mrs. Garica, Mr. Fischer, Mr. Tantillo

APPROVAL OF THE PUBLIC MEETING MINUTES HELD FEBRUARY 21, 2024

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

ROLL CALL

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

General Matters

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

RESOLUTION NO. 2024-19 AUTHORIZING THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE COOPERATIVE PRICING AGREEMENT

RESOLUTION NO. 2024-20 AUTHORIZING THE MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY'S PARTICIPATION IN THE PEPPM NATIONAL COOPERATIVE PRICING SYSTEM

RESOLUTION NO. 2024-21 AUTHORIZING OUT-OF-STATE CONFERENCE TRAVEL FOR BRIAN J. BRACH

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

ROLL CALL

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



Finance Matters

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

APPROVAL OF THE FEBRUARY 2024 TREASURER’S REPORT AND TRANSFER OF \$485,000.00 FROM REVENUE ACCOUNT TO CHECKING ACCOUNT

APPROVAL OF THE PAYMENT OF THE MARCH BILL LIST IN THE AMOUNT OF \$382,450.43

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

ROLL CALL

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

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. Garica, Mr. Fischer, Mr. Tantillo

Application Matters

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

RESOLUTION NO 2024-22 APPROVAL OF SEWER APPLICATION NO. 2024-02 FOR THE “6679 ROUTE 9 NJ” PROJECT (HOWELL TOWNSHIP)

RESOLUTION NO 2024-23 APPROVAL OF SEWER APPLICATION NO. 2024-03 FOR THE “3490 HW9 LLC” PROJECT (FREEHOLD TOWNSHIP)

RESOLUTION NO 2024-24 APPROVAL OF SEWER APPLICATION NO. 2024-04 FOR THE “550 HALLS MILL ROAD” PROJECT (FREEHOLD TOWNSHIP)

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

ROLL CALL

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

NAYS: None

ABSTAIN: None

DISQUALIFY: None

ABSENT: Mrs. Garica, Mr. Fischer, Mr. Tantillo

Reports

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

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

EXECUTIVE DIRECTOR’S REPORT: The March 2024 Executive Director’s Report has been attached for the record. Mr. Brach commended the Board and the Authority’s personnel for a job well done in being recognized for 25-years accident free from the NJUA JIF. Mr. Brach noted vigilance of all staff and the support of the Board on all safety initiatives.

OCEAN COUNTY UTILITIES AUTHORITY (OCUA) REPORT: Mr. Daly informed the Board that the OCUA was in labor negotiations and that he would keep the Board advised on any relevant updates.

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 5:31pm.

Respectfully submitted,



Olga R. McKenna, Secretary

ATTACHMENT A
March 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: March 15, 2024

TO: MRRSA Commissioners

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

RE: Summary of Executive Director's Report Items
March 20, 2024 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 2024 Financial Disclosure Statements (Deadline April 30, 2024)**: The Board and Authority Professionals are reminded that all FDS must be filed no later than April 30, 2024. Notices with directions will be provided as soon as filing instructions are available.
- **25-Years Lost Time Accident Free Award**: The Authority has received an award from the NJUA JIF for completing the 25th year in a row of being lost time accident free. Safety is paramount to the Authority's operations. I'd like to commend all employees for their vigilance, particularly the work of the Authority's Safety Committee, as well as the Board for their continued commitment to providing a safe work environment.
- **Farmingdale Borough Minimum Flow Commitment**: All five (5) of the Authority's Service Agreements with the various Participants establishes a minimum annual wastewater flow commitment from each Municipality. Farmingdale Borough's minimum flow commitment is 54.75-million gallons per year. The Borough consistently flows less than the established minimum and has requested that the Authority consider an adjustment to lower Farmingdale's commitment. This is a Service Agreement matter and has been referred to Counsel for review. The Board will be kept advised, accordingly.
- **NJ Cash Management Fund**: As discussed at the February 2024 public meeting, the Authority is preparing to transfer approximately \$5M to the NJ Cash Management Fund to better diversify holdings, as per permitted by the Authority's adopted Cash Management Plan.

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

Respectfully,
Brian



ATTACHMENT B
March 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 March 20, 2024

General

- ❑ The Authority has successfully addressed the pump failure at the Lower Manasquan Pump Station as detailed in the Executive Director's February 5, 2024 notification to the Board. A new suction side gate valve and the spare pump have been installed and the LMPS is again fully operational. The prior dry pit submersible pump has been removed and sent to Rapid Pump for a full rebuild. The Board can anticipate a resolution ratifying the emergency repairs at the April 2024 public meeting (once the Authority has been invoiced for all costs); and a separate resolution for rebuild of the prior pump utilizing the North Jersey Wastewater Cooperative Pricing System (to have as a full functional spare).
- ❑ The Authority is working on replacement of antiquated building systems and purchase of spare parts and additional sewer inspection equipment utilizing various cooperatives as detailed below. The Board can anticipate considering each of these items at future meetings.
 - ❑ Replacement of the physical security system at the HQ Facility;
 - ❑ Replacement of the fire alarm system at the HQ Facility;
 - ❑ Replacement of the front gate and associated gate monitoring system at the HQ Facility;
 - ❑ Purchase of complete rebuild kits for each of the three (3) existing dry pit submersible pumps at the LMPS (existing manufacturer has discontinued manufacture of these particular pumps);
 - ❑ Purchase of an Envirosight "Quickview 360" manhole inspection sensor.

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):** *No update since last month.* 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 ENGCOT 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 ENGCOT. 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:** The 2nd cleanings of the Mingamahone Pump Station and Lower Manasquan Pump Station wet wells have been completed. The Board can anticipate closing this project in the near future. 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 EXECOM 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 ENGCOTM. Recommendations to the Board will be provided, accordingly.
- ❑ **Con. 71-Regional Interceptor System Rehabilitation:** PS&S has completed a DRAFT version of the evaluation of available rehabilitation technologies. It is anticipated that this will be reviewed by the ENGCOTM in the near future. Design shall start shortly thereafter.
- ❑ **Con. 72-Slide Gate Replacement at the UMPS:** PS&S is nearing completion of design. It's anticipated that this project will be publicly bid during Spring/Summer 2024