

**TWO RIVERS WATER RECLAMATION AUTHORITY
ONE HIGHLAND AVENUE
MONMOUTH BEACH, NEW JERSEY 07750**

The Regular Meeting of the Two Rivers Water Reclamation Authority was held on Tuesday, October 25, 2011 at 6:00 PM at One Highland Avenue, Monmouth Beach, New Jersey.

Mr. William Leonard, Chairman, presided.

All Resolutions are contained in the Resolutions portion of the minutes.

Members Present: Mr. William E. Leonard, Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mr. Scott Hartman*
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. John Bonforte
Mr. William W. Nolze

Members Absent: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. Edward Griffin, Financial Manager
Mr. Dennis J. Galvin, P.E., Engineering Manager
Mr. David Applegate, P.E., Representing the Firm of Birdsall Engineering
Ms. Michelle Clark, Birdsall & Laughlin, LLC

*Mr. Scott Hartman arrived at 6:25p.m.

NOTICE OF REGULAR MEETING

Statement is hereby made that adequate Notice of Meetings has been provided by publishing the same in the Asbury Park Press on Saturday, December 25, 2010, and The Atlanticville on Wednesday, January 19, 2011, and mailing the same on Wednesday, December 22, 2010, to the Clerks of the participant municipalities of the Boroughs of Fair Haven, Little Silver, Monmouth Beach, Oceanport, Shrewsbury and West Long Branch, and all customer communities whose geographic boundaries are co-extensive with those of this Authority, and by prominently posting said Notice in the entry way of the Authority's office building on Wednesday, December 22, 2010.

CHAIRMAN RULES OF QUORUM

Mr. Leonard declared that a quorum was present. All present saluted the American Flag.

**APPROVAL OF THE REGULAR MONTHLY MEETING
MINUTES OF SEPTEMBER 20, 2011**

Mr. Bonforte moved that the minutes from the Regular Monthly Meeting held September 20, 2011 be approved as submitted. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

Members Present: Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta
Mr. John Bonforte
Mr. William W. Nolze

Abstain: Mr. William E. Leonard, Chairman
Mr. Brian McPeak

Members Absent: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer
Mr. Scott Hartman*

CORRESPONDENCE

Mr. Gianforte reported that the Authority received a letter from Energy Curtailment Specialists (ESC). Mr. Gianforte stated that ESC is the company that is paying the Authority for being ready to curtail. Mr. Gianforte reported that in addition to payment for participation, ECS also sent the Authority a letter and a plaque commemorating the fact that, ECS has planted 10 trees in the honor of the Authority, which is part of the 11,000 trees that have planted in the name of the customers that have participated in the program.

Mr. Gianforte stated that copies are available for review.

PUBLIC COMMENT ON AGENDA

There was no public present.

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

Collection System SCADA: Mr. Galvin reported that the testing was on-going of the pilot program at Station 5.

Contract 135 MPS TAP BOX: Mr. Galvin reported the Authority was trying to get the contractor to close out the punch list.

Contract 137 Underground Storage Tanks Removal and Above Ground Storage Tank Installation: Mr. Galvin reported the there was a change order for placing the tank in an alternate location further away from the building and there was a credit officered for the changing to another tank manufacturer.

Contract 140 Boiler Replacement Project: Mr. Galvin reported that the old Boiler has been removed. The contractor has been fabricating new pieces to install the two new boilers. Mr. Galvin expects the system to be up and running in a week to 10 days. Discussion ensued.

Contract 139 Emergency Repairs: Mr. Galvin reported that the Authority will be asked to award the contract to JF Kiely. The cost to install a new lateral is up to \$4,000.00, which has increased from \$1,500.00 and the hourly rates are generally favorable.

Contract 122C-Pump Station #12- Mr. Galvin reported that the Authority held a follow-up meeting with the contractor to discuss the test pit results and the contractor's proposed means and methods. The contractor is to submit additional shop drawings for his proposed methods.

OTHER-

- 1) **Ivy at Shrewsbury**—the contractor has installed the sanitary sewer improvements and portions of the site have been air pressure tested. Testing is ongoing.
- 2) **Seashore Estates**— the developer submitted the Developer's Agreement, insurance, shop drawings, and inspection fees. The developer was allowed to proceed at his own risk with installing the sanitary sewer for Phase 1 without starting at the downstream connection point. They have not satisfactorily addressed Authority comments on their doghouse manhole shop drawing.
- 3) **Station 13**—the Authority is still reviewing the impact and costs associated with the change of switching to a 480 volt electrical service. Mr. Galvin indicated that the Authority was reviewing the additional costs and modifications needed inside the station to make it work.
- 4) **219 Tinton Avenue, Eatontown**—The Authority is working to resolve an easement issue on this property. It does not appear there is a deed for the easement. An update will be provided at the next meeting. Discussion ensued.

SITE PLANS/SUBDIVISIONS:

Avalon Bay

Block 70 Lot 28.02

West Long Branch

Return of Performance Bond—Acceptance of Maintenance Bond—Action by Resolution.

MW Red Bank

West Side Lofts

Block 37 Lot 6.01

Red Bank

Endorse TWA Application-Statement of Consents-The Applicant modified the project and seeks re-endorsement of the TWA.

Mr. Gianforte read the following resolutions:

**RESOLUTION #2011-10-85
APPROVING CHANGE ORDER #1 FOR CONTRACT 137
UST/ AST SITE IMPROVEMENTS**

Mr. Bonforte moved Resolution #2011-10-85 for adoption. The motion was seconded by Mr. Nolze and carried by the following vote on roll call:

AYES:

- Mr. William E. Leonard, Chairman
- Mr. William R. Baarck, PE, Secretary
- Mr. Arno Weber, Assistant Secretary
- Mr. Barry J. Berdahl, Ph. D, Treasurer
- Mr. Gregory J. Christopher
- Mrs. Catherine D. LaPorta
- Mr. John Bonforte
- Mr. Brian McPeak
- Mr. William W. Nolze

MEMBERS ABSENT:

- Mr. Thomas Barham, Vice Chairman
- Mr. Richard Tocci, Assistant Treasurer
- Mr. Scott Hartman*

**RESOLUTION #2011-10-86
AUTHORIZING THE RELEASE OF THE
PERFORMANCE GUARANTEE, FOR AVALON BAY
FOR PROPERTY KNOWN AS BLOCK 70, LOT 28.02, IN THE
BOROUGH OF WEST LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY**

Mr. Christopher moved Resolution #2011-10-86 for adoption. The motion was seconded by Mr. Nolze and carried by the following vote on roll call:

AYES:

- Mr. William E. Leonard, Chairman
- Mr. William R. Baarck, PE, Secretary
- Mr. Arno Weber, Assistant Secretary
- Mr. Barry J. Berdahl, Ph. D, Treasurer
- Mr. Gregory J. Christopher
- Mrs. Catherine D. LaPorta
- Mr. John Bonforte
- Mr. Brian McPeak
- Mr. William W. Nolze

MEMBERS ABSENT:

- Mr. Thomas Barham, Vice Chairman
- Mr. Richard Tocci, Assistant Treasurer
- Mr. Scott Hartman*

**RESOLUTION #2011-10-87
GRANTING AUTHORIZATION TO SIGN A
TREATMENT WORKS APPROVAL FOR A MAJOR SITE PLAN
TO MW RED BANK, LLC FOR PROPERTY KNOWN AS BLOCK 37, LOT 6.01;
IN THE BOROUGH OF RED BANK**

Mr. Berdahl moved Resolution #2011-10-87 for adoption. The motion was seconded by Mr. Nolze and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
 Mr. William R. Baarck, PE, Secretary
 Mr. Arno Weber, Assistant Secretary
 Mr. Barry J. Berdahl, Ph. D, Treasurer
 Mr. Gregory J. Christopher
 Mrs. Catherine D. LaPorta
 Mr. John Bonforte
 Mr. Brian McPeak
 Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
 Mr. Richard Tocci, Assistant Treasurer
 Mr. Scott Hartman*

CONSULTING ENGINEER'S REPORT

Mr. Applegate had no additions to his report.

OPERATION MANAGER'S REPORT

Mr. Seaman had no additions to his report. Mr. Seaman was asked to report on how close the Authority is to the flow limit. Mr. Seaman reported that the average flow has trended between 10.5 and 10.8 million gallons a day. Mr. Seaman stated that the Authority monitors flow regularly. Mr. Gianforte reported that the Authority will produce a year end summary in another two weeks. Ms. LaPorta asked what will happen when they want to develop Fort Monmouth. Mr. Gianforte reported that the Authority will then need a new pump station and the treatment plant is expected to be able to handle all the anticipated flow.

FINANCE AND INSURANCE COMMITTEE

Mr. Berdahl read the following Resolution.

**RESOLUTION #2011-10-88
AUTHORIZING PAYMENT OF BILLS**

Mr. Berdahl moved Resolution #2011-10-88 for adoption. The motion was seconded by Mr. Nolze and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
 Mr. William R. Baarck, PE, Secretary
 Mr. Arno Weber, Assistant Secretary
 Mr. Barry J. Berdahl, Ph. D, Treasurer
 Mr. Gregory J. Christopher
 Mrs. Catherine D. LaPorta
 Mr. John Bonforte
 Mr. Brian McPeak
 Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
 Mr. Richard Tocci, Assistant Treasurer
 Mr. Scott Hartman*

**RESOLUTION #2011-10-89
TWO RIVERS WATER RECLAMATION AUTHORITY
ADOPTED BUDGET RESOLUTION
FISCAL YEAR: FROM NOVEMBER 1, 2011 TO OCTOBER 31, 2012**

Mr. Berdahl moved Resolution #2011-10-89 for adoption. The motion was seconded by Mr. Baarck and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
 Mr. William R. Baarck, PE, Secretary
 Mr. Arno Weber, Assistant Secretary
 Mr. Barry J. Berdahl, Ph. D, Treasurer
 Mr. Gregory J. Christopher
 Mrs. Catherine D. LaPorta
 Mr. John Bonforte
 Mr. Brian McPeak
 Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
 Mr. Richard Tocci, Assistant Treasurer
 Mr. Scott Hartman*

Mr. Gianforte read the following resolutions:

**RESOLUTION #2011-10-90
RESOLUTION AWARDING CONTRACT NO. 139A
EMERGENCY REPAIRS**

Mr. Berdahl moved Resolution #2011-10-90 for adoption. The motion was seconded by Mr. Weber and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
 Mr. William R. Baarck, PE, Secretary
 Mr. Arno Weber, Assistant Secretary
 Mr. Barry J. Berdahl, Ph. D, Treasurer
 Mr. Gregory J. Christopher
 Mrs. Catherine D. LaPorta
 Mr. John Bonforte
 Mr. Brian McPeak
 Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
 Mr. Richard Tocci, Assistant Treasurer
 Mr. Scott Hartman*

PERSONNEL COMMITTEE

Mr. Bonforte read the following resolution.

**RESOLUTION #2011-10-91
AUTHORIZING THE EXECUTIVE DIRECTOR TO COMPENSATE THE AUTHORITY
BOOKKEEPER FOR PERFORMING ADDITIONAL DUTIES**

Mr. Bonforte moved Resolution #2011-10-91 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
 Mr. William R. Baarck, PE, Secretary
 Mr. Arno Weber, Assistant Secretary
 Mr. Barry J. Berdahl, Ph. D, Treasurer
 Mr. Gregory J. Christopher
 Mrs. Catherine D. LaPorta
 Mr. John Bonforte
 Mr. Brian McPeak
 Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
 Mr. Richard Tocci, Assistant Treasurer
 Mr. Scott Hartman*

Mr. Baarck inquired about the additional duties for the Bookkeeper. Mr. Gianforte reported that this was a proposed temporary reassignment of duties. Mr. Gianforte read the examples of such duties.

**RESOLUTION #2011-10-92
AMENDING THE PERSONNEL POLICIES
AND PROCEDURES MANUAL**

Mr. Berdahl moved Resolution #2011-10-92 for adoption. The motion was seconded by Mr. Weber and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta
Mr. John Bonforte
Mr. Brian McPeak
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer
Mr. Scott Hartman*

Mr. Gianforte reported that the addition to the policy was outlined on page 69. This is mostly related to the agreement of Local 32 and Local 1038 and also the premium only plan if it will be approved by the next resolution. Mr. Gianforte stated that there was also a reference to the Chapter 2 Law, change in Healthcare and Pension reform by the State of NJ. Mr. Christopher inquired about the waiver of benefits form. Discussion ensued.

**RESOLUTION #2011-10-93
AUTHORIZING THE IMPLEMENTATION OF A FLEXIBLE SPENDING
ACCOUNT IN THE SECTION 125 CAFETERIA PLAN**

Mr. Berdahl moved Resolution #2011-10-93 for adoption. The motion was seconded by Mr. McPeak and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta
Mr. John Bonforte
Mr. Scott Hartman
Mr. Brian McPeak
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer

Mr. Gianforte summarized the flexible spending account in the section 125 cafeteria plan. Mr. Gianforte stated that there was a spreadsheet on page 71 of the various quotes that the Authority received. Discussion ensued about the AFLAC plan.

**RESOLUTION #2011-10-94
AUTHORIZING APPROVING TRAINING AND
CONFERENCE REQUESTS**

Mr. Nolze moved Resolution #2011-10-94 for adoption. The motion was seconded by Mr. Baarck and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta
Mr. John Bonforte
Mr. Scott Hartman
Mr. Brian McPeak
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer

LEGAL AFFAIRS

Mr. Baarck had nothing to report.

Mr. Baarck inquired about Siemens and the performance with respect to Manhole #222. Discussion ensued.

**RESOLUTION #2011-10-95
AMEND THE MINUTES OF THE
AUTHORITY'S MONTHLY MEETING OF JUNE 21, 2011**

Mr. Bonforte moved Resolution #2011-10-95 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

AYES: Mr. William E. Leonard, Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mr. John Bonforte
Mr. Scott Hartman
Mr. Brian McPeak

ABSTAIN: Mrs. Catherine D. LaPorta
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Thomas Barham, Vice Chairman
Mr. Richard Tocci, Assistant Treasurer

Mr. Baarck reported on the Agreement with the Borough of Monmouth Beach and stated that the agreement has been in place for ten years and is for the reimbursement of municipal services which the Borough provides the Authority. This agreement will expire in December of 2011 and it is now up to the Legal Committee to make a recommendation. Mr. Baarck plans to set up a meeting with the committee members.

Mr. Gianforte reported on Contract 139 and 139A. Mr. Gianforte stated that A&J Construction was awarded the bid and then informed the Authority they would be unable to provide insurance. Mr. Gianforte stated that Board would have to decide whether the Authority would pursue the bid bond which is worth \$20,000.00. The Authority has sent a letter to A&J's attorney in reference to this matter. Mr. Laughlin indicated that the Authority should pursue the \$20,000.00. Mr. Gianforte asked the Board for a recommendation and the members present unanimously supported pursuing the bid bond.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

Mr. Gianforte reported that representatives of Monmouth Beach have approached him over the last few years regarding dredging. Mr. Gianforte reminded the Board that the Authority has approximately \$200,000 from a State Grant in an account for dredging of the barging channel. Mr. Gianforte stated that there were islands off of the treatment plant in the past that the Ducks Unlimited and Monmouth Beach representatives want to recreate. They are contacting Lt. Governor Guadagno to facilitate the permitting process to get those islands re-created. Mr. Gianforte reported that this would benefit the Authority in that it will allow the Authority to dispose of dredging spoils in a convenient and beneficial place. Discussion ensued.


OPEN TO THE PUBLIC

There was no public present

Mr. Nolze moved that the Meeting adjourn at 6:40 p.m. seconded by Mr. Barham and carried by voice vote.

The Chairman stated that final copies of approved Resolutions are available in the main office.

Respectfully submitted,



Mr. William R. Baarck, PE, Secretary