

**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, July 16, 2013, at 6:00 PM at One Highland Avenue, Monmouth Beach, New Jersey.

Mr. William E. Leonard, Chairman, presided.

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

Members Present: Mr. William E. Leonard, Chairman
Mr. Thomas Barham, Vice Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman
Mr. William W. Noize
Mr. Brian McPeak

Members Absent: Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. Gregory Seaman, Operations Manager
Mr. Dennis J. Galvin, P.E., Engineering Manager
Mr. Kevin Kinneally, Financial Manager
Mr. David Laughlin, Esq., Birdsall & Laughlin, LLC
Mr. David Applegate, PS&S Professional Services

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 Tuesday, December 25, 2012, and The Atlanticville on Thursday, December 27, 2012, and mailing the same on Wednesday, December 19, 2012, 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 19, 2012.

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 JUNE 18, 2013**

Mr. Baarck moved that the minutes from the Regular Monthly Meeting held June 18, 2013 be approved as submitted. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

Members Present: Mr. William E. Leonard, Chairman
Mr. Thomas Barham, Vice Chairman
Mr. William R. Baarck, PE, Secretary
Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman
Mr. William W. Nolze

Members Absent: Mr. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta

Abstain: Mr. Brian McPeak

CORRESPONDENCE

Mr. Gianforte reported that there are three items of correspondence. The first item is a letter from Mr. Bill Van Winkle thanking the Authority especially the office and road. Mr. Van Winkle stated that everyone whom he dealt with was extremely courteous and professional.

The Second item is an update of a claim for debris removal costs to FEMA. Mr. Gianforte reported that the project work sheet as presented by FEMA was missing \$31,000.00 worth of debris removal costs. With the assistance of Jeff Westbrook of Witt Associates, Mr. Gianforte reported that most of those costs were put into the POW. Discussion ensued.

Mr. Gianforte gave a brief summary on FEMA (POWS) per Mr. Baarck's request. Discussion ensued.

The third item is a letter from Mr. Thomas Morrison of 30 Tyson Drive in Monmouth Beach. Mr. Gianforte reported that Mr. Morrison was requesting to keep and maintain the stockade fence that is within the sanitary sewer easement. After discussion, there was no objection to granting Mr. Morrison's request.

PUBLIC COMMENT ON AGENDA

There was no public present.

ENGINEERING MANAGER'S REPORT

CONTRACT 122C - STATION 12 & 13 BY-PASSES: Mr. Galvin reported that the contractor is finalizing the last remaining item. Authority staff directed PS&S to have the contractor complete the punch list; otherwise the Authority will submit a claim on the contractor's performance bond.

CONTRACT 132 - MANHOLE REHABILITATION: Mr. Galvin reported that there is no update.

CONTRACT 138 - PAVEMENT RESTORATION: Mr. Galvin reported that a list of repairs has been prepared and we are double checking the scope of work.

CONTRACT 141 - CCTV COLLECTION SYSTEM: Mr. Galvin reported that the project is ready to go out to bid and the Authority is finalizing the contract documents with PS&S.

CONTRACT 142B - ADMIN PHASE 2: Mr. Galvin reported that the windows were delivered and installation started in the rear of the administration building on July 8, 2013. The front windows are expected to be demolished and block work starting the middle of July. The new vestibules have the block work completed and work is under way on the roof systems. Once the exterior of the building is complete work can continue on finishing the interior. The project is still on schedule.

Mr. Galvin reported that the Authority has a meeting with FEMA to discuss the internal inspection of the sanitary sewer pipes including the scope and the extent of the project. Mr. Applegate's office has the documents about 95 percent done and also have been working on the GIS System.

CONTRACT 143 - BLOWER REPLACEMENT: Mr. Galvin reported that the draft contract documents that were prepared by Hatch Mott are being reviewed in-house.

CONTRACT 146 - STATION 13 ELECTRIC UPGRADES: Mr. Galvin reported that the Authority is replacing the generator at the station. The project is out to bid and is scheduled for the Board to take action in August. The scope of work includes the raising and replacement of the generator; upgrading the service to 480 volts; raising various electrical components. Mr. Gianforte reported that this is considered an improved project for FEMA.

WORK ORDER SUMMARY

Mr. Galvin reported that Mr. Applegate's office is preparing some flood mitigation for the biofilters and also have requested motor repair specifications which is one of the items the auditor required.

Other-

Mr. Galvin reported that within a month there will be a project starting in Little Silver near the train station and the Authority is talking with both Maser and T&M Associates to provide some construction observation services for that project. Mr. Galvin reported that the Authority has not yet settled on a particular engineer yet and the Board may see correspondence in the next month for formal action then.

CONSULTING ENGINEER'S REPORT

Mr. Applegate had no additions to the Consulting Engineer's Report

OPERATION MANAGER'S REPORT

Mr. Seaman had no additions to the Operations Manager's Report.

FINANCIAL MANAGER'S REPORT

Mr. Kinneally reported that the 2014 Budget preparation is on its way and should be ready for the August meeting. The bills were amended in the amount \$725,284.05 and the corrected sheet was distributed. Mr. Kinneally reported that there is a resolution for the purchase of a replacement vehicle for the Operations Manager.

RESOLUTION NO. 2013-07-86 AUTHORIZING PAYMENT OF BILLS

Mr. Tocci moved Resolution #2013-07-86 for adoption. The motion was seconded by Mr. Barham and carried by the following vote on roll call:

AYES:

- Mr. William E. Leonard, Chairman
- Mr. Thomas Barham, Vice Chairman
- Mr. William R. Baarck, PE, Secretary
- Mr. Richard Tocci, Assistant Treasurer
- Mr. John Bonforte
- Mr. Scott Hartman
- Mr. William W. Nolze
- Mr. Brian McPeak

Members Absent:

- Mr. Arno Weber, Assistant Secretary
- Mr. Barry J. Berdahl, Ph. D, Treasurer
- Mr. Gregory J. Christopher
- Mrs. Catherine D. LaPorta

RESOLUTION NO. 2013-07-87 AUTHORIZING THE PURCHASE OF A REPLACEMENT VEHICLE AND THE SALE OF THE CURRENT VEHICLE

Mr. Tocci moved Resolution #2013-07-87 for adoption. The motion was seconded by Mr. Bonforte and carried by the following vote on roll call:

AYES:

- Mr. William E. Leonard, Chairman
- Mr. Thomas Barham, Vice Chairman
- Mr. William R. Baarck, PE, Secretary
- Mr. Richard Tocci, Assistant Treasurer
- Mr. John Bonforte
- Mr. Scott Hartman
- Mr. William W. Nolze
- Mr. Brian McPeak

Members Absent:

- Mr. Arno Weber, Assistant Secretary
- Mr. Barry J. Berdahl, Ph. D, Treasurer
- Mr. Gregory J. Christopher
- Mrs. Catherine D. LaPorta

PERSONNEL COMMITTEE

There was no Personnel business to report

LEGAL AFFAIRS

There was a unanimous motion to go into Closed Session to discuss Legal Matters.

RESOLUTION #2013-07-88 TO GO INTO EXECUTIVE SESSION AND CLOSE THE MEETING TO THE PUBLIC FOR THE DISCUSSION OF PERSONNEL MATTERS

Mr. Nolze moved Resolution #2013-07-88 for adoption. The motion was seconded by Mr. Tocci and carried by the following vote on roll call:

AYES:

- Mr. William E. Leonard, Chairman
- Mr. Thomas Barham, Vice Chairman
- Mr. William R. Baarck, PE, Secretary
- Mr. Richard Tocci, Assistant Treasurer
- Mr. John Bonforte
- Mr. Scott Hartman
- Mr. William W. Nolze
- Mr. Brian McPeak

Members Absent:

- Mr. Arno Weber, Assistant Secretary
- Mr. Barry J. Berdahl, Ph. D, Treasurer
- Mr. Gregory J. Christopher
- Mrs. Catherine D. LaPorta

The meeting went into Executive Session at 6:15 p.m. The meeting was reopened to the public at approximately 6:40 p.m. by motion of Mr. Tocci. The motion was seconded by Mr. Barham and carried by voice vote.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

There was no new business to report.

OPEN TO THE PUBLIC

There was no public present.

Mr. Tocci moved that the Meeting adjourn at approximately 6:45 p.m. The motion was seconded by Mr. Baarck and carried by voice vote.

The Chairman stated that final copies of approved Resolutions will be available in the main office during the Authority's regular hours of business.

Respectfully submitted,



Mr. William R. Baarck, PE, Secretary