

**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 19, 2011 at 6:00 PM at One Highland Avenue, Monmouth Beach, New Jersey.

Mr. William Leonard, Chairman, presided.

**Members Present:** Mr. William E. Leonard, Chairman  
Mr. Thomas Barham, Vice Chairman  
Mr. William R. Baarck, PE, Secretary  
Mr. Arno Weber, Assistant Secretary  
Mr. Barry J. Berdahl, Ph. D, Treasurer  
Mr. Richard Tocci, Assistant Treasurer  
Mr. Gregory J. Christopher  
Mr. Scott Hartman  
Mr. John Bonforte  
Mrs. Catherine D. LaPorta  
Mr. William W. Noize

**Members Absent:** Mr. Brian McPeak

**Others Present:** Mr. Michael A. Gianforte, P.E., Executive Director  
Mr. Edward Griffin, Financial Manager  
Mr. Gregory Seaman, Operations Manager  
Mr. Dennis J. Galvin, P.E., Engineering Manager  
Mr. David Applegate, P.E., Representing the Firm of  
Birdsall Engineering  
Mr. David Laughlin, Esq., Birdsall & Laughlin, LLC

**Public Present:** Councilman and Little Silver Resident Daniel Levine

**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 JUNE 21, 2011**

Mr. Tocci moved that the minutes from the Regular Monthly Meeting held June 21, 2011 be approved as submitted. The motion was seconded by Mr. Barham. Mr. Christopher stated that there were some corrections to the minutes. Mr. Christopher stated that everyone should either be mentioned in the minutes as Mr. or Commissioner, but not both as indicated on page 29 in the June Monthly Meeting Package. Discussion ensued and the amended minutes 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. Arno Weber, Assistant Secretary Mr. Barry J. Berdahl, Ph. D, Treasurer Mr. Richard Tocci, Assistant Treasurer Mr. John Bonforte Mr. Gregory J. Christopher Mr. Scott Hartman
ABSTAIN:	Mrs. Catherine D. LaPorta Mr. William W. Nolze
MEMBERS ABSENT:	Mr. Brian McPeak

**CORRESPONDENCE**

Mr. Gianforte stated that there are four items of correspondence:

The first item of correspondence was a letter from NJDEP stating that the Authority failed to submit an analytical result in accordance with the certified method for the laboratory testing. Mr. Gianforte reported that the laboratory results were exactly right on the proficiency testing, but the method utilized was not submitted properly with the results. Mr. Gianforte reported that the Authority plans to retake the test and record the right method without any typos.

The next items of correspondence were three thank you notes. The first one from Mr. & Mrs. William Copeland from 338 Hance Road in Fair Haven thanking the Authority and the Board for the quick and expeditious matter in which the sidewalk repair work was handled.

The second one from Mrs. Joan Delehanty of 15 Riverdale Avenue in Monmouth Beach, thanking the staff for the hard work they had performed on the job site.

The Third one was from Mrs. Debra Yarbrough, who has been out since July and will be out through early August, thanking the Authority for the fruit basket that was sent

Mr. Gianforte stated that copies are available for review.

**PUBLIC COMMENT ON AGENDA**

There was no comment by the public.

## ENGINEERING COMMITTEE

### ENGINEERING MANAGER'S REPORT

**Collection System SCADA:** Mr. Galvin reported that the SCADA Pilot Project Pump Station 5 is moving along. Mr. Galvin reported that the consultant had received the parts and will be uploading the program associated with the operation of that pump station and also anticipates putting in the equipment later this month.

**Contract 135 Main Pump Station Tap Box:** Mr. Galvin rescheduled the rental of a generator for August 3, 2011 and is in contact with Little Silver Electric to get them to finish the punch list items.

**Contract 122C Pump Station 12:** Mr. Galvin reported that the contractor has submitted several shop drawings and the Authority is still finalizing that issue.

**Contract 137 Underground Storage Tanks Removal and Above Ground Storage Tank Installation:** Mr. Galvin reported that the contractor recommended that the Authority switch to a Highland brand double wall steel tank and the staff is in favor of that and the Authority is in negotiations for the change order with the contractor. Mr. Gianforte stated that the Authority is asking for a \$10,000.00 credit and Mr. Galvin did some research and thinks it is a starting point in the negotiations. Mr., Christopher asked when was the bid awarded and Mr. Gianforte indicated that it was in April, 2011.

Mr. Baarck asked what prompted the contractor to recommend this different tank. Mr. Galvin reported that the Authority had a pre-construction meeting with the contractor and the delivery times are 16-18 weeks out for the Convault tank, which is a concrete encased rectangular tank. Mr. Galvin reported that the Highland tanks are now being made in the rectangular cross section and is a true double wall steel tank. Further discussion ensued.

**Administration Building Boiler Replacement:** the project is moving along and the Authority has been in contact with Mr. Applegate's office and anticipates taking action at the August meeting to award the contract for replacement of the boilers.

### SUBDIVISIONS

1. **Shrewsbury: The Ivy:** The developer started construction last week with the installation of a manhole on Patterson Avenue.
2. **Shrewsbury: Shrewsbury Meadows**—The Authority met with the contractor for Seashore Estates and it is anticipated that construction will start in August.
3. **Fair Haven: Minor Subdivision:** West End-LLC 78 Princeton Road- Block 7, Lot 3. The builder would like to create one new lot out of two and granting of final approval.
4. **West Long Branch:** Consumer Centre, Route 36 Farmers Market, Inc. The former Barnes and Noble tenant would like to put in a Farmers Market. The Authority is reviewing the impact on the usage for that site. No action by the Board is required.

### CONSULTING ENGINEER'S REPORT

Mr. Applegate had no additions to his report. Mr. Baarck asked Mr. Applegate about the asbestos on the boiler project. The mechanical, electrical and plumbing department found some asbestos in the boiler fittings to remediate and remove, as asbestos is a hazardous material. Mr. Applegate indicated that this would be a specification for asbestos abatement and remediation and then also the witnessing of the actual asbestos removal and any administrative paper work associated with that inspection will follow.

### OPERATION MANAGER'S REPORT

Mr. Seaman had no additions to his report

Mr. Gianforte read the following resolutions.

**RESOLUTION #2011-07-57  
APPROVING (MODIFYING) WORK ORDER TO BIRDSALL ENGINEERING  
FOR WORK RELATED TO ASBESTOS FOUND ON BOILER REPLACEMENT PROJECT  
AND A WORK ORDER TO PROVIDE ADDITIONAL ENGINEERING SERVICES FOR  
CORROSION CONTROL STUDY AND FACILITY INSPECTION**

Mr. Tocci moved Resolution #2011-07-57 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. Arno Weber, Assistant Secretary  
Mr. Barry J. Berdahl, Ph. D, Treasurer  
Mr. Richard Tocci, Assistant Treasurer  
Mr. Gregory J. Christopher  
Mr. Scott Hartman  
Mr. John Bonforte  
Mrs. Catherine D. LaPorta  
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Brian McPeak

Mr. Gianforte discussed resolution 2011-07-57. The first Work Order is for Birdsall Engineering to perform asbestos work related to the design and the replacement of the Administration Building boiler with a not-to-exceed amount of \$9,500.00; and also for the Corrosion Control Study and Facility Inspection for the amount of \$6,950.00. Discussion ensued.

**RESOLUTION #2011-07-58  
GRANTING FINAL APPROVAL FOR A MINOR SUBDIVISION TO WEST END KB, LLC;  
BLOCK 7, LOT 3, IN THE BOROUGH OF FAIR HAVEN**

Mr. Tocci moved Resolution #2011-07-58 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. Arno Weber, Assistant Secretary  
Mr. Barry J. Berdahl, Ph. D, Treasurer  
Mr. Richard Tocci, Assistant Treasurer  
Mr. Gregory J. Christopher  
Mr. Scott Hartman  
Mr. John Bonforte  
Mrs. Catherine D. LaPorta  
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Brian McPeak

**FINANCE AND INSURANCE COMMITTEE**

Mr. Berdahl read the following Resolution.

**RESOLUTION #2011-07-59  
AUTHORIZING PAYMENT OF BILLS**

Mr. Berdahl moved Resolution #2011-07-59 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. Thomas Barham, Vice Chairman  
Mr. William R. Baarck, PE, Secretary  
Mr. Arno Weber, Assistant Secretary  
Mr. Barry J. Berdahl, Ph. D, Treasurer  
Mr. Richard Tocci, Assistant Treasurer  
Mr. Gregory J. Christopher  
Mr. Scott Hartman  
Mr. John Bonforte  
Mrs. Catherine D. LaPorta  
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Brian McPeak

**RESOLUTION #2011-07-60  
AUTHORIZING ADVERTISEMENT FOR  
COMMODITIES AND EMERGENCY SERVICES CONTRACT**

Mr. Tocci moved Resolution #2011-07-60 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. Thomas Barham, Vice Chairman  
Mr. William R. Baarck, PE, Secretary  
Mr. Arno Weber, Assistant Secretary  
Mr. Barry J. Berdahl, Ph. D, Treasurer  
Mr. Richard Tocci, Assistant Treasurer  
Mr. Gregory J. Christopher  
Mr. Scott Hartman  
Mr. John Bonforte  
Mrs. Catherine D. LaPorta  
Mr. William W. Nolze

MEMBERS ABSENT: Mr. Brian McPeak

Mr. Gianforte stated that currently in the resolution it states bidding of Biosolids Hauling and the Authority has not used those services in the last three years. Mr. Gianforte requested authorization to amend the resolution to remove Biosolids Hauling and add the Emergency Services Contract.

## PERSONNEL COMMITTEE

Mr. Gianforte had a brief update for the Board on the staff goals which were discussed previously. Mr. Gianforte reported that during negotiations with Local 1038 and Local 32 part of the contract is that the employees will negotiate with the Authority to reach their goals for a total maximum stipend of 1.5 percent of their base salary. Mr. Gianforte reported that this is if they meet each of the three goals. Mr. Gianforte has met with Mr. Griffin and Local 32, which consists of the office staff, who have come up with three goals. Mr. Gianforte would like to finalize that with Local 32 and then make a presentation to the Board. Mr. Gianforte reported that Local 1038, have just signed their agreement and things are just settling down after the signing. Mr. Gianforte has developed three solid goals with management staff. Mr. Gianforte will offer Local 1038 an opportunity to comment and then present it the Board.

Mr. Bonforte stated as it relates to the management staff, in Mr. Bonforte's experience that the Two Rivers Water Reclamation Authority is one of the best run Authorities in the State of New Jersey. Mr. Bonforte stated that it would be appropriate to show that Mr. Gianforte did on his own time, offer to donate his time and talent to the Oceanport Lions Club. Mr. Gianforte manned a booth at the Strawberry Festival which gave a question and answer period for all the rate payers. Mr. Bonforte presented a copy of what was on the overhead though out the evening. Mr. Bonforte stated that is a reflection of top management and Mr. Bonforte feels that they are doing an incredible job. Mr. Bonforte stated that management should be acknowledged and that as an Authority we have a lot more going on then the Authority markets. Mr. Bonforte stated that the Authority should embark on a little more aggressive marketing campaign. Further discussion ensued.

## LEGAL AFFAIRS

### OLD BUSINESS

Mr. Baarck inquired about the Borough of Monmouth Beach asking for permission to put up a composite site. Mr. Gianforte reported that they are waiting for their Heavy equipment operator to finish the crabbing season.

### NEW BUSINESS

Mr. Bonforte would like the Authority to continue to investigate some kind of electric tablet for the Commissioners. Mr. Christopher recommended that the Authority do so, as long as the Commissioners are provided with an instruction on how to use it. Mr. Gianforte is still looking for the prices to come down.

## OPEN TO THE PUBLIC

Mr. Levine asked about the above ground oil tank, the size and why stainless steel isn't being considered; or has it been considered and why would the Authority use a steel tank that might need maintenance over a period of time. Mr. Applegate responded to Mr. Levine's question that steel tanks are the standard tanks as well as concrete tanks. Mr. Applegate stated that stainless steel would be cost prohibitive and is not a standard tank material for ASTs. Mr. Levine stated that with consumers in households, it's not uncommon but certainly available and has a longer guarantee then a steel tank in a residential environment. Mr. Applegate reported that research was done for both steel and concrete tanks and stainless steel was not an option.

Mr. Levine asked about the information and commented on the page of the monthly report pertaining to June 1, 2011 for design and construction management services which was

submitted by Birdsall Services. Mr. Gianforte replied that the diffuser membranes have to be changed.

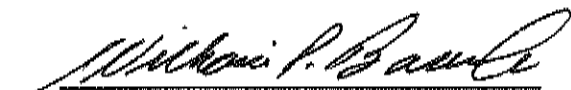
Mr. Levine asked about the cleaning and televising of the Borough of Monmouth Beach and stated that he is sure is justified, had 6 and the Borough of West Long Branch had 1 and no other community in the Authority needed cleaning. Mr. Levine asked if the Authority televising one community at a time or as needed. Mr. Gianforte reported that the information that Mr. Levine was speaking of was actual responses to blockages. Mr. Gianforte also reported that on page 28, were the scheduled televising and cleaning that the Authority performed. Mr. Levine asked about page 39, flows for Eatontown and Fort Monmouth. Mr. Levine also inquired about the union goals for the union workers. Mr. Bonforte answered that this will be cooperation between the Authority and the Unions. Mr. Levine talked about the Authority's willingness to have better public relations. Further discussion ensued.

Mr. Leonard stated that the Authority gets a lot of exposure with the schools and the different organizations that visit from the surrounding member and customer communities.

Mr. Barham moved that the Meeting adjourn at 6:35 p.m. seconded by Mr. Tocci 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