

**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, May 21, 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. William R. Baarck, PE, Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. Kevin Kinneally, Financial Manager
Mr. Dennis J. Galvin, P.E., Engineering Manager
Mr. David Laughlin, Esq., Birdsall & Laughlin, LLC

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 APRIL 16, 2013**

Mr. Nolze moved that the minutes from the Regular Monthly Meeting held April 16, 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. William R. Baarck, PE, Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

CORRESPONDENCE

The first item is from the NJDEP stating that the Monmouth County Wastewater Management Plan had been approved for Monmouth County.

The second item; Mr. Gianforte stated that the waiver request for the pump station's bar screens was approved. Mr. Gianforte stated that these pump stations have been in operation on average since 1971.

The third item; Mr. Gianforte reported that on April 25, 2013 was bring your child to work day. There were a number of employees that brought their children and thanked the Authority for allowing them.

The fourth item was the request from a resident from Monmouth Beach Sands Point. The resident is still out of her home because the Sands Point contractor was off site for a few months. She was requesting to have a waiver for the 2nd quarter payment.

PUBLIC COMMENT ON AGENDA

There was no public present.

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

Mr. Galvin reported that during the last month the Authority has been working very closely with Mr. Jeff Westbrook from Witt Associates going over the FEMA application and progress has been made.

BIOFILTER MEDIA REPLACEMENT: Mr. Galvin reported that the Treatment Plant biofilter is approximately 90 percent done at this time.

CONTRACT 142F- OUTFALL CLEANING: Mr. Galvin reported that the Outfall was inspected and cleaned. The contractor submitted all the necessary supporting documents related to additional footage.

CONTRACT 142 B-ADMIN PHASE 2: Mr. Galvin reported that it is on its way. The contractor started demolition work throughout the building.

Mr. Galvin reported that there are seven proposals for Consulting Engineers to be considered. The written documentation has been reviewed and interviews with all seven companies where held. There

are two resolutions on the agenda, one is for the termination of Birdsall Services Group and the other is to consider the appointment of a new Consulting Engineer.

Mr. Gianforte read the following resolutions:

**RESOLUTION #2013-06-71
TERMINATING CONSULTING ENGINEERING RELATIONSHIP WITH
BIRDSALL SERVICES GROUP**

Mr. Baarck moved Resolution #2013-05-71 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Mr. Brian McPeak stepped down and left the room during the discussion of the resolution #2013-05-62. Mr. Gianforte stated that Mr. Galvin would be handing out a spreadsheet that was prepared by staff during the interview of all these firms. During the interviewing process the following commissioners where present: Mr. Berdahl, Mr. Christopher, Mr. Weber and Mr. Baarck. Mr. Galvin gave a brief summary of the various categories which reviews the engineers on the price, services, experience and reputation. Discussion ensued.

Mr. Berdahl stated that it was close and agrees with the decision to go with PS&S Consulting Engineers and Mr. Christopher also agreed and at one point was leaning towards Hatch Mott but ultimately went to PS&S Consulting. Further discussion ensued.

**RESOLUTION #2013-05-62
APPOINTING PAULUS, SOKOLOWSKI AND SARTOR, LLC. AS AUTHORITY
CONSULTING ENGINEER PURSUANT TO N.J.S.A. 19:44A-20.5**

Mr. Berdahl moved Resolution #2013-05-62 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mrs. Catherine D. LaPorta
Mr. William W. Nolze

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

ABSTAIN: Mr. Scott Hartman
Mr. Brian McPeak

**RESOLUTION #2013-05-63
APPROVING FINAL CHANGE ORDER #1
FOR CONTRACT NO. 142B
ADMINISTRATION BUILDING PHASE 1 REPAIRS**

Mr. Bonforte moved Resolution #2013-05-63 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

**RESOLUTION #2013-05-64
APPROVING FINAL CHANGE ORDER AND PAYMENT FOR
CONTRACT NO. 142A ROOF REPLACEMENT**

Mr. Bonforte moved Resolution #2013-05-64 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

**RESOLUTION #2013-05-65
APPROVING A WORK ORDER TO
HATCH MOTT MACDONALD TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR
COMPLETION OF DESIGN SERVICES FOR BID DOCUMENTS
AND SPECIFICATIONS FOR THE REMOVAL AND REPLACEMENT OF BLOWER #1**

Mr. Bonforte moved Resolution #2013-05-65 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Mr. Baarck inquired about the firm that was coming in with software that was going to improve the turn down ratio. Mr. Gianforte reported that the company (Turblex) gave the Authority the software that can turn it down as much as it can. This still does not get the Authority where it needs to be. Mr. Gianforte reported that more importantly the blower will cost almost as much to repair as it would be for a new one.

OPERATION MANAGER'S REPORT

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

Mr. Christopher inquired about the Collection System. Mr. Seaman stated that Red Zone is performing some televising work on a section in Little Silver and they could not get the camera down. Mr. Seaman reported that the pipe line had a fairly large grit accumulation in it. Mr. Seaman stated that the technology used a crawling robot and it could not get through. The Authority is anticipating inspection with a different technology. Mr. Christopher inquired if the Authority has to clean the pipe due to debris. Mr. Seaman reported that part of the whole project that was put out is to quantify the amount of debris that the Authority has out there and get an accurate contract for quantities to have the material removed. Mr. Christopher inquired if the Authority would sub that work out. Mr. Seaman stated yes.

FINANCE AND INSURANCE COMMITTEE

**RESOLUTION # 2013-05-66
AUTHORIZING PAYMENT OF BILLS**

Mr. Berdahl asked Mr. Kinneally if the bills were correct in the amount of **\$848,700.04**. Mr. Kinneally responded that the total for the payment of bills is correct. Mr. Berdahl moved Resolution #2013-05-66 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Mr. Baarck inquired if the Authority is headed for over expending of the Authority's expense budget between 2.5 and 3 million dollars. Mr. Kinneally stated that was correct. Mrs. LaPorta inquired about the Local Financial Report on page 41 referencing that there are two actual budget columns. Mr. Kinneally indicated there was a column that was omitted and will have that exposed.

**RESOLUTION #2013-05-67
AUTHORIZING THE NEW JERSEY CASH MANAGEMENT FUND AS A LEGAL DEPOSITORY FOR
THE FUNDS AND PROCEEDS OF THE AUTHORITY, AND AUTHORIZING THE EXECUTION OF ANY
REQUIRED DOCUMENTS IN CONNECTION WITH SUCH AUTHORIZATION**

Mr. Berdahl moved Resolution #2013-05-67 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

**RESOLUTION #2013-05-69
APPROVING TRAINING AND
CONFERENCE REQUESTS**

Mr. Berdahl moved Resolution #2013-05-69 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Mr. Christopher inquired about the RTU training that Nick Gizzi was taking. Mr. Gianforte stated that it was Remote Terminal Unit.

PERSONNEL COMMITTEE

There was no Personnel business to report

LEGAL AFFAIRS

There was no Legal business to report.

**RESOLUTION #2013-05-72
WAIVER OF FEES**

Mr. Bonforte moved Resolution #2013-05-72 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

Mr. Gianforte reported that there were a number of member ratepayers requesting an additional quarter to be waived due to Superstorm Sandy. This also includes the Monmouth Beach resident which the Authority received correspondence on. Discussion ensued.

OLD BUSINESS

There was no old business to report.

NEW BUSINESS

There was no new business to report.

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

**RESOLUTION #2013-05-70
TO GO INTO EXECUTIVE SESSION
AND CLOSE THE MEETING TO THE PUBLIC FOR THE
DISCUSSION OF PERSONNEL MATTERS**

Mr. Baarck moved Resolution #2013-05-70 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak
Mr. William W. Nolze

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

The meeting went into Executive Closed Session at 6:39 p.m. The meeting was reopened to the public at approximately 7:45 p.m. by motion of Mr. Hartman. The motion was seconded by Mr. Nolze and carried by voice vote.

**RESOLUTION #2013-05-68
ESTABLISHING ANNUAL SALARIES FOR
CERTAIN ADMINISTRATIVE PERSONNEL**

Mr. Bonforte moved Resolution #2013-05-68 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. Barry J. Berdahl, Ph. D, Treasurer
Mr. John Bonforte
Mr. Scott Hartman
Mrs. Catherine D. LaPorta
Mr. Brian McPeak

NAY: Mr. Gregory J. Christopher
Mr. William W. Nolze

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

OPEN TO THE PUBLIC

There was no public present.

Mr. Nolze moved that the Meeting adjourn at approximately 7:49p.m. The motion was seconded by Mr. McPeak 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

s:\monthly meeting\board meeting minutes\2013\may 21, 2013.docx