

**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 Monday, August 15, 2016, at 6:00 p.m. 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. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Gregory J. Christopher
Mr. William W. Nolze
Mr. Brian McPeak
Mr. Robert Proto

Members Absent: Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. Gregory Seaman, Operations Manager
Mr. Kevin Kinneally, Financial Manager
Mr. Dennis J. Galvin, Engineering Manager
Mr. David Applegate, P.E., Representing the Firm of PS&S
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 Friday, December 29, 2015, and The Atlanticville on Thursday, December 31, 2015, and mailing the same on Thursday, December 18, 2015, 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 Thursday, December 18, 2015.

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 JULY 19, 2016**

Mr. Barham moved that the minutes from the Regular Monthly Meeting held July 19, 2016 be approved. 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. Gregory J. Christopher
Mr. William W. Nolze
Mr. Brian McPeak
Mr. Robert Proto

Members Absent: Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman

CORRESPONDENCE

Mr. Gianforte reported on the following items of correspondence:

1. Memo from Zach Lees referencing Navesink River Water Quality Chronology. Mr. Gianforte gave a brief explanation of the memo.
2. Loss Control Report NJUA JIF, Mr. Gianforte reported that it was a positive one and that the report is available for review.
3. Mr. Gianforte and Mr. Baarck gave a brief summary of the potential work on the pipeline in Fair Haven.

PUBLIC COMMENT ON AGENDA

There was no one from the public present.

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

Mr. Galvin reported on the following projects:

CONTRACT 141B- CCTV COLLECTION SYSTEM: Red Zone performed training and Red Zone was back on site televising some mains that they were previously unable to televise during the normal course of business but have since been cleaned. Red Zone will be inspecting additional manholes above the original contract quantities. Red Zone is moving forward with that work and not exceeding the contract amount and this will be addressed in a final change order.

BELT FILTER PRESS: The old belt filter press is in operation and the Authority has been hauling solids for a couple of weeks now. Mr. Christopher asked if the new filter press was now working. Mr. Galvin stated that the Authority was waiting for the platforms around the press to be installed. Once they are installed they'll commission and test. Mr. Christopher asked if this was a safety issue and nothing to do with the building. Mr. Galvin reported that this was correct. Discussion ensued.

FORT MONMOUTH— Mr. Baarck asked about the letter of understanding that was submitted to FMERA outlining project responsibilities and is under review by FMERA. Mr. Gianforte gave a brief summary on the subject.

CONSULTING ENGINEER'S REPORT

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

OPERATIONS MANAGER'S REPORT

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

FINANCE AND INSURANCE COMMITTEE

FINANCIAL MANAGER'S REPORT

Mr. Kinneally and Mr. Gianforte reported on the new paperless procedure of the Authority. Mr. Christopher indicated that there was still some things that need to be adjusted but that the new system seemed positive.

**RESOLUTION #2016-08-65
AUTHORIZING PAYMENT OF BILLS**

Mr. Berdahl confirmed with Mr. Kinneally that the amount of the bills was correct and moved Resolution #2016-08-65 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. Gregory J. Christopher
Mr. William W. Nolze
Mr. Brian McPeak
Mr. Robert Proto

Members Absent: Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman

Mr. Gianforte spoke about the 2017 Authority Budget. Mr. Gianforte also reported that the Authority would need to add \$25,000 to the Capital Budget that was distributed for a separate line item for construction for the FY Ending 2017 and notably will appear on page C3 and the resolution of the Budget. Mr. McPeak asked about the page F4 of the 2017 appropriation schedule. There is a miscellaneous line item and a maximum at the bottom of the page. Is this a red flag? Mr. Kinneally reported that we have the detail. Mr. McPeak asked about the schedule of charges on section 11 page 1 of 2 and asked for a comparison on covering costs. Discussion ensued. Mr. Baarck asked about the Miscellaneous Administration on page F4 of 45 percent increase and would like to get some detail on this. Mr. Gianforte gave an explanation on this. Mr. Christopher asked about the commercial users and how does the Authority calculate the number. Mr. Gianforte reported that the Authority's receives a report from the NJ American Water Company.

**RESOLUTION #2016-08-66
2017 AUTHORITY BUDGET**

Mr. Berdahl moved Resolution #2016-08-66 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. Gregory J. Christopher
Mr. William W. Nolze
Mr. Brian McPeak
Mr. Robert Proto

Members Absent: Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Scott Hartman

PERSONNEL COMMITTEE

LEGAL COMMITTEE

OLD BUSINESS

There was no old business to report.

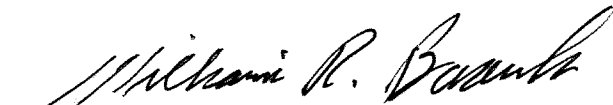
NEW BUSINESS

There was no new business to report.

Mr. Berdahl moved that the Meeting adjourn at approximately 6:21 p.m. The motion was seconded by Mr. Baarck and carried by voice vote.

Mr. Leonard 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, P.E., Secretary