

**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 17, 2012 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. Dennis J. Galvin, P.E., Engineering Manager
Mr. Edward Griffin, Financial Manager
Mr. David Applegate, P.E., Representing Birdsall Services Group
Mr. David Laughlin., 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 Sunday, December 25, 2011, and The Atlanticville on Wednesday, December 28, 2011, and mailing the same on Wednesday, December 21, 2011, 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 21, 2011.

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 19, 2012**

Mr. Berdahl moved that the minutes from the Regular Monthly Meeting held June 19, 2012 be approved as submitted. 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, P.E., Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. William W. Nolze
Mr. Scott Hartman

Abstain: Mr. Gregory J. Christopher
Mr. Arno Weber, Assistant Secretary

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

CORRESPONDENCE

Mr. Gianforte reported that there are two items of correspondence: The first item is a thank you note from the Mayor of Monmouth Beach for our assistance during the water restriction, in the watering with non-potable water some of the plants that the Borough had just planted.

The second item is a letter of inspection of the Authority's Collection System by the NJDEP Central Bureau of Water Compliance and Enforcement. The one thing of note is that this is the same issue that the Authority has dealt with before. Within sixty days of this letter, the Authority will submit a report to the NJDEP listing all of the pump stations within the system and whether or not each has a screening device. The Authority is required to provide screening in the pump stations and currently the Authority does not have screening in all of its pump stations. Mr. Gianforte reported that the Authority has requested a Waiver Form from the State of New Jersey.

PUBLIC COMMENT ON AGENDA

There was no public present.

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

CURRENT CONTRACTS AND PROJECTS

EASEMENT 1-12 PIPE ON BEACH; GILLESPIE AVENUE, FAIR HAVEN: Mr. Galvin reported that the project was completed without any issues and Birdsall will be out there this week to finish up permit issues, doing as-built survey and finalize the easement agreements the Authority has with the four property owners. The property owners were very cooperative and the Authority appreciated their cooperation. Mr. Baarck inquired how much the project cost: Mr. Galvin responded that after speaking with Kiely Construction, that it was half of the projected cost of \$260,000.00 which was given to the Authority. Kiely Construction reported that they had made very good progress on days with the high tides, which has changed the estimate.

CONTRACT 132-MANHOLE RESTORATION: Mr. Galvin reported that contract documents are being prepared to go out to bid.

CONTRACT 138-PAVEMENT RESTORATION: Mr. Galvin reported that the project is ready to go to bid.

BY-PASS AND METER AT PUMP STATION #12: Mr. Galvin reported that the construction at station 12 is progressing.

OTHER-

Seashore Estates, Shrewsbury - Mr. Galvin reported that the Authority, Birdsall and the developer are all working together to get the developer off his performance guarantee for the phase 1.

JCP&L Pump Station #13- Mr. Galvin reported that JCP&L has finished the true 3 phase power upgrades.

Friendship Lane, West Long Branch- Mr. Galvin reported that the developer has been issued a notice to fix his deficiencies.

Station 10 Force Main- Mr. Galvin reported that Mr. Gianforte informed the Board that the Authority had a break over the 4th of July holiday and it took less than half of a day to fix.

SUBDIVISIONS/SITE PLAN REVIEW

Monmouth Grace United Methodist Church
76 Wyckoff Road, Block 2501, lots 11, 12, 33 & 34
Eatontown, 12,350 square foot addition to church
Site plan approval

20 Gillespie, LLC
Gillespie Avenue
Block 51, Lots 27 & 30
Fair Haven
3 lot subdivision creating one new EDU
Preliminary Minor Subdivision Approval

Mr. Christopher inquired about the total for the Fair Haven Project. Mr. Galvin stated that the contractor did not submit a final invoice yet. Mr. Christopher asked about Friendship Lane, if there was a connection fee payment received yet and Mr. Galvin responded no on the second house. Mr. Nolze asked if Kiely Construction will be paying for the manhole chambers or is the Authority paying for it on Gillespie Avenue Project. Mr. Galvin reported it was all part of the project cost paid by the Authority. Discussion ensued.

Mr. Gianforte read the following resolutions:

**RESOLUTION #2012-07-56
APPROVING WORK ORDER TO BIRDSALL SERVICES GROUP
TO PROVIDE TECHNICAL SERVICE FOR
MODIFICATIONS TO THE BIOFILTER AIR PERMIT**

Mr. Tocci moved Resolution #2012-07-56 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

**RESOLUTION #2012-07-57
APPROVING WORK ORDER TO BIRDSALL SERVICES GROUP TO
PROVIDE ENGINEERING SERVICES FOR AERATION DIFFUSER CONTRACT BID DOCUMENT
PREPARATION AND CONSTRUCTION MANAGEMENT**

Mr. Tocci moved Resolution #2012-07-57 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. Arno Weber, Assistant Secretary
Mr. Barry J. Berdahl, Ph. D, Treasurer
Mr. Richard Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. William W. Nolze
Mr. Scott Hartman

NAY: Mr. William R. Baarck, P.E., Secretary

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

Mr. Baarck suggested that the design should be done in house. Mr. Gianforte explained that the Authority did a lot of research. Mr. Gianforte reported that the Authority relayed all the information to Birdsall. Mr. Gianforte reported that the largest cost of this project is the grit removal. Mr. Gianforte reported that the diffusers that were looked at in the report that the Board received were from \$15,000.00 to \$35,000.00 for the cost. Mr. Gianforte stated that installing the diffusers should be a low cost. Mr. Gianforte stated that removing and disposal of grit, which Birdsall has people specializing in, is going to be about \$200,000.00 to \$300,000.00. This is not something that the Authority specializes in. Further discussion ensued.

Mr. Baarck stated that, if you look at the budget, the Authority is on track to overspend for the year for Engineering Services. Mr. Gianforte reported that the Authority budgeted for engineering related to projects the Authority had planned. Mr. Gianforte stated that the replacement of the diffusers is a Renewal and Replacement project. The engineering service would come out of the Renewal and Replacement budget and therefore would not hit the line for engineering services. Discussion ensued.

RESOLUTION #2012-07-58
AUTHORIZING CHARGES AGAINST THE ENGINEERING INSPECTION ACCOUNT
FOR IVY AT SHREWSBURY FOR PROPERTY KNOWN AS BLOCK 2, LOTS 1 AND 13
IN THE BOROUGH OF SHREWSBURY, MONMOUTH COUNTY, NEW JERSEY

Mr. Barham moved Resolution #2012-07-58 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

RESOLUTION #2012-07-59
AUTHORIZING CHARGES AGAINST THE ENGINEERING INSPECTION
ACCOUNT FOR SHREWSBURY MEADOWS FOR PROPERTY KNOWN AS BLOCK 70.02, LOT 6;
IN THE BOROUGH OF SHREWSBURY, MONMOUTH COUNTY, NEW JERSEY

Mr. Berdahl moved Resolution #2012-07-59 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

Mr. Gianforte reported that the last resolution for the Ivy at Shrewsbury listed all of the checks that were cut to date. It included one of the invoices that had already been paid. The Authority did not overpay them, but instead, just listed an invoice twice.

CONSULTING ENGINEER'S REPORT

Mr. Applegate had amended his report to state that the FMERA report will be available for review at the end of the week in draft form for Authority staff.

OPERATION MANAGER'S REPORT

Mr. Gianforte had no additions to Mr. Seaman's report. Mr. Gianforte reported that 76 Wyckoff Road, Block 2501, Lots 11, 12, 33 & 34, in Eatontown have applied for approval of a 12,350 square foot addition to a church and already have site plan approval. Mr. Gianforte requested Authorization to approve and the minutes would reflect this with no objections. Verbal approval was unanimous.

Mr. Gianforte also reported that 20 Gillespie LLC. Block 51, Lot 30, in Fair Haven has applied for subdivision approval for a one lot subdivision that will create 1 additional Equivalent Dwelling Unit. Verbal approval was unanimous, conditioned upon the requirements outlined in the Engineering Managers draft letter.

Mr. Baarck inquired if the Authority has noticed any difference in the influent from Monmouth Park Jockey Club. Mr. Gianforte responded no and that the only thing that was different was when New Jersey American Water Company announced the limit on water usage, the Authority did have a drop in the Authority minimal flow.

FINANCE AND INSURANCE COMMITTEE

Mr. Gianforte read the following Resolutions.

RESOLUTION #2012-07-60 AUTHORIZING PAYMENT OF BILLS

Mr. Berdahl moved Resolution #2012-07-60 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. Thomas Barham, Vice Chairman
- Mr. William R. Baarck, P.E., 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. William W. Nolze
- Mr. Scott Hartman

Members Absent:

- Mrs. Catherine D. LaPorta
- Mr. Brian McPeak

**RESOLUTION #2012-07-61
AUTHORIZING EXECUTIVE DIRECTOR TO
EXECUTE NEW AGREEMENT WITH
PASSAIC VALLEY SEWERAGE COMMISSIONERS**

Mr. Berdahl moved Resolution #2012-07-61 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

Mr. Christopher inquired about the \$51.00 for 1,000 gallons; is this higher or is it the same. Mr. Gianforte responded that it is up from the last time we used it but not too far from what it's been.

PERSONNEL COMMITTEE

Mr. Gianforte read the following resolutions:

**RESOLUTION #2012-07-62
MEMORIALIZING THE HIRING OF CERTAIN EMPLOYEES**

Mr. Berdahl moved Resolution #2012-07-62 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. Thomas Barham, Vice Chairman
Mr. William R. Baarck, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

LEGAL AFFAIRS

Mr. Baarck reported that the Authority is waiting to hear from the Customer Towns on the additional information that they need from the Authority.

Mr. Gianforte reported that he met with Ms. Karen Davis, the Auditor for the Customer Towns, and provided Ms. Davis with substantial information.

RESOLUTION #2012-07-63 -TABLED

Mr. Gianforte requested that **Resolution #2012-07-63 – Be Tabled** and reported that the Authority authorized Birdsall Services Group to do the internal inspection on the Authority's Collection System with a Red Zone or like product and the Authority has had a meeting with the specialist. Mr. Applegate attended the meeting along with Mr. Gianforte, Mr. Seaman and Mr. Galvin. The road Crew staff was also included. Discussion ensued.

Mr. Gianforte read the following resolution:

**RESOLUTION #2012-07-64
AUTHORIZING ADVERTISEMENT FOR
BIDS FOR BIOXIDE 71**

Mr. Baarck moved Resolution #2012-07-64 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, P.E., 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. William W. Nolze
Mr. Scott Hartman

Members Absent: Mrs. Catherine D. LaPorta
Mr. Brian McPeak

OLD BUSINESS

Mr. Nolze inquired about Siemens and Mr. Laughlin gave a brief update.

NEW BUSINESS

There was no new business to report.

OPEN TO THE PUBLIC

There was no public present.

Mr. Barham moved that the Meeting adjourn at approximately 6:47 p.m. The motion was seconded by Mr. Tocci 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, Secretary