

**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, August 20, 2019, 6:00 p.m. at One Highland Avenue, Monmouth Beach, New Jersey.

Mr. Barry J. Berdahl, Ph.D., Chairman - Presided

Members Present: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Assistant Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard N. Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
Mr. Brian McPeak
Mr. David Twigg

Others Present: Mr. Michael A. Gianforte, P.E., Executive Director
Mr. John Vena P.E., Representing the Firm of PS&S
Mr. David Laughlin, Esq., Birdsall & Laughlin, LLC
Mr. Kevin Kinneally, Financial Manager
Mr. David Kaplan, WISS and Company

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 Thursday, December 27, 2018, and The Newspaper Media Group on Wednesday, January 02, 2019, and mailing the same on Thursday, January 3, 2019, 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, January 3, 2019.

CHAIRMAN RULES OF QUORUM

Mr. Berdahl declared that a quorum was present. All present saluted the American Flag.

**APPROVAL OF THE REGULAR MONTHLY
MEETING MINUTES OF JULY 16, 2019**

Mr. John Bonforte moved that the minutes from the regular monthly meeting held on July 16, 2019, be approved. The motion was seconded by Mr. Eric Jaeger, and carried by the following vote on roll call. Correction to the minutes: Mr. Gianforte said the minutes should have referred to Know Before and not Right to Know. The July minutes should be corrected accordingly. Also there was another correction; Mr. Barham did not run the meeting by phone.

AYES: Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Assistant Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard N. Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
Mr. Brian McPeak
Mr. David Twigg

ABSTAIN: Mr. Barry J. Berdahl, Ph.D., Chairman

CORRESPONDENCE

Mr. Gianforte reported the following items of correspondence:

- 1st item: The Authority received its first inspection for Right-to-Know since 1994. The Authority ultimately received a final report with no violations. Sharon Ham, Benito Acevedo and Joe Pilkington were instrumental in preparation for the inspection.
- 2nd item: Mr. Gianforte summarized a memorandum from Hazen and Sawyer for the review of video of 24 inch RAS piping including their recommendation to annually hydrostatically test the pipe and leave the bypass in place.
- 3rd item: The Authority submitted the five year renewal for the NJDEPS permit and has been deemed administratively complete.
- 4th item: FEMA has notified the Authority that we will receive another \$141,985.96 in payments that the Authority has been working towards.

PUBLIC COMMENT ON AGENDA

The meeting was opened to the public.

Mr. David Kaplan thanked the Board for the opportunity for Wiss & Company to continue to represent the Authority as its independent auditor. Mr. Kaplan stated that the Authority's year-end audit for 2018 was complete. Management and the Finance Committee representatives met with Mr. Kaplan before releasing the audit. The report was issued on July 19, 2019, and Mr. Kaplan stated that October 31st is late for the audit, but was sure that Mr. Gianforte explained to the Board as to why. Mr. Kaplan gave a brief summary on the delay and reviewed the details of the audit.

RESOLUTION 2019-08-78 ACCEPTING ANNUAL AUDIT REPORT FOR THE FISCAL YEAR ENDING OCTOBER 31, 2018 AND 2017

Mr. MacStudy moved Resolution **#2019-08-78** for adoption. The motion was seconded by Mr. Barham and carried by the following vote on roll call:

AYES: Mr. Barry J. Berdahl, Ph.D., Chairman
 Mr. Thomas "Burt" Barham, Vice Chairman
 Mr. Scott Hartman, Assistant Secretary
 Mr. Michael MacStudy, Treasurer
 Mr. Richard N. Tocci, Assistant Treasurer
 Mr. John Bonforte
 Mr. Gregory J. Christopher
 Mr. Eric Jaeger
 Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
 Mr. Brian McPeak
 Mr. David Twigg

RESOLUTION 2019-08-79 MEMORIALIZING THE ADOPTION AND IMPLEMENTATION OF THE RECOMMENDATIONS STATED IN THE FYE 2018 & 2017 AUTHORITY AUDIT

Mr. MacStudy moved Resolution **#2019-08-79** for adoption. The motion was seconded by Mr. Barham and carried by the following vote on roll call:

AYES: Mr. Barry J. Berdahl, Ph.D., Chairman
 Mr. Thomas "Burt" Barham, Vice Chairman
 Mr. Scott Hartman, Assistant Secretary
 Mr. Michael MacStudy, Treasurer
 Mr. Richard N. Tocci, Assistant Treasurer
 Mr. John Bonforte
 Mr. Gregory J. Christopher
 Mr. Eric Jaeger
 Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
 Mr. Brian McPeak
 Mr. David Twigg

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

Mr. Gianforte reported the progress on all of the following projects: CONTRACT #183- RAS Pipe Replacement, CONTRACT #185- 125VDC Switchgear Batteries and Charging System. CONTRACT #184- 5kV Protection Relays.

CAPITAL IMPROVEMENT COMMITTEE

On the agenda, Mr. Hartman stated that for a meeting with Hazen and Sawyer on Friday August 30, 2019 at 10:00 am, The Authority will need to determine which commissioner from each town will be planning to attend, and who will be the lead on the Construction Committee.

RESOLUTION 2019-08-81

AUTHORIZE A CONTRACT FOR PROFESSIONAL SERVICES WITH HAZEN AND SAWYER FOR DESIGN AND ENGINEERING SERVICES TO REPLACE MAIN PUMP STATION, PLEASURE BAY INTERCEPTOR AND MONMOUTH BEACH INTERCEPTOR

Mr. Hartman moved Resolution #2019-08-81 for adoption. The motion was seconded by Mr. Bonforte and carried by the following vote on roll call:

AYES:	Mr. Barry J. Berdahl, Ph.D., Chairman Mr. Thomas "Burt" Barham, Vice Chairman Mr. Scott Hartman, Assistant Secretary Mr. Michael MacStudy, Treasurer Mr. Richard N. Tocci, Assistant Treasurer Mr. John Bonforte Mr. Eric Jaeger Mr. Jason Sena
ABSENT:	Mr. Brian Rice, Secretary Mr. Brian McPeak Mr. David Twigg
ABSTAIN:	Mr. Gregory J. Christopher

FINANCIAL MANAGER'S REPORT

Mr. MacStudy asked Mr. Kinneally if the bills were correct for payment. Mr. Kinneally stated yes.

RESOLUTION 2019-08-77

AUTHORIZING PAYMENT OF BILLS

Mr. MacStudy moved Resolution #2019-08-77 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

AYES:	Mr. Barry J. Berdahl, Ph.D., Chairman Mr. Thomas "Burt" Barham, Vice Chairman Mr. Scott Hartman, Assistant Secretary Mr. Michael MacStudy, Treasurer Mr. Richard N. Tocci, Assistant Treasurer Mr. John Bonforte Mr. Gregory J. Christopher Mr. Eric Jaeger Mr. Jason Sena
ABSENT:	Mr. Brian Rice, Secretary Mr. Brian McPeak Mr. David Twigg

Mr. MacStudy gave an explanation of the Budget and requested that the Budget be approved.

**RESOLUTION 2019-08-80
2020 AUTHORITY BUDGET RESOLUTION – FYE 2020
FROM NOVEMBER 1, 2019 TO OCTOBER 31, 2020**

Mr. MacStudy moved Resolution #2019-08-80 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on roll call:

AYES: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas “Burt” Barham, Vice Chairman
Mr. Scott Hartman, Assistant Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard N. Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
Mr. Brian McPeak
Mr. David Twigg

PERSONNEL COMMITTEE

Mr. Bonforte reported that Local 1075 Union has applied for mediation, and at the same time the Authority continues in negotiations in good faith.

CYBER COMMITTEE

Mr. Gianforte reported that Mr. Twigg, myself and Gregory JnoBaptiste will be attending the AEA Cyber Committee event on Sept 17, 2019.

OUTREACH COMMITTEE

Mr. Barham reported that there was nothing to report. Mr. Sena stated that Shrewsbury Borough has requested a date for a discussion on the new Main Pump Station project, and a suggestion was made for September 3, 2019, but no confirmation yet.

LEGAL AFFAIRS COMMITTEE

Mr. Sena gave a brief summary on the status at Fort Monmouth with the Developers regarding easements.

CONSENT AGENDA: RES. # 2019-08-83 THROUGH 2019-08-84 (RES # 2019-08-85 was withdrawn)

RES # 2019-08-83 RESOLUTION TO CONTRACT WITH GOVDEALS UNDER SOURCEWELL

RES # 2019-08-84 RESOLUTION APPROVING TRAINING AND CONFERENCE REQUESTS

Mr. Berdahl moved Resolutions #2019-08-83 through 2019-08-84 for adoption. The motion was seconded by Mr. Barham and carried by the following vote on roll call:

AYES: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas “Burt” Barham, Vice Chairman
Mr. Scott Hartman, Assistant Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard N. Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Jason Sena

ABSENT: Mr. Brian Rice, Secretary
Mr. Brian McPeak
Mr. David Twigg

LEGAL COMMITTEE

There was no new legal business to report

OLD BUSINESS

Mr. Gianforte reported that Sharon Ham, Regulatory Compliance Manager, was key in successfully completing the Right-to-Know Survey.

NEW BUSINESS

There was no new business to report.

OPEN TO THE PUBLIC

Mr. Berdahl moved that the meeting adjourn at approximately 6:39 p.m. The motion was seconded by Mr. Barham and carried by voice vote.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'B. Rice', written in a cursive style.

Mr. Brian Rice, Secretary

s:\administration\monthly meetings\board meetings\2019\2019-08-20 August 2019