

**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, March 17, 2020 at 6:00 PM, 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. Scott Hartman, Secretary

Present via
Conference Call: Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Jonathan Peters (Asst. Secretary)
Mr. Michael MacStudy, (Treasurer)
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak
Mr. Jason Sena

Also Present
Mr. Michael A. Gianforte, Executive Director
Mr. David Laughlin, Esq., Birdsall & Laughlin

Present via
Conference Call: Mr. Kevin Kinneally, Financial Manager
Mr. Dennis Galvin, Authority Engineer
Mr. John Vena P.E., Representing the Firm of PS&S

Absent: Mr. John Bonforte
Mr. James Mazza
Mr. Richard N. Tocci, Assistant Treasurer

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 31, 2019, and The Newspaper Media Group on Wednesday, January 08, 2020, and mailing the same on Friday, January 3, 2020, 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 2, 2020.

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 FEBRUARY 18, 2020**

Mr. Hartman moved that the minutes from the regular monthly meeting held on February 18, 2020 be approved. The motion was seconded by Mr. Barham.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst. Secretary
Mr. Michael MacStudy, Treasurer
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak
Mr. Jason Sena

Absent: Mr. John Bonforte
Mr. James Mazza
Mr. Richard N. Tocci, Assistant Treasurer

CORRESPONDENCE

Mr. Gianforte had no items of correspondence other than what was distributed.

PUBLIC COMMENT ON AGENDA

The meeting was opened to the public. No public was present.

ENGINEERING COMMITTEE

ENGINEERING MANAGER'S REPORT

Mr. Gianforte gave a summary of the PS&S resolution, and Mr. Galvin gave his recommendations for approval of the adjustments to PS&S resolution. Discussion ensued.

**RESOLUTION NO. 2020-03-40
APPROVING CONTRACT AMENDMENT TO PAULUS,
SOKOLOWSKI & SARTOR FOR ADDITIONAL DESIGN SERVICES FOR PUMP STATION 12
INFRASTRUCTURE UPGRADES CONTRACT NO. 189**

Mr. MacStudy moved Resolution 2020-03-40 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on call.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Asst. Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst. Secretary
Mr. Michael MacStudy, Treasurer
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak- Stepped away during consideration of resolution
Mr. Jason Sena

Absent: Mr. John Bonforte
Mr. James Mazza
Mr. Richard N. Tocci, Assistant Treasurer

CAPITAL CONSTRUCTION COMMITTEE

- Mr. Hartman stated that the meeting with Hazen and Sawyer has been postponed until next Tuesday. There will be a meeting on March 26, 2020 via skype or call in (no in-person). Also, the 60 percent design is on due on 4-17-2020. Hazen and Sawyer have been working from home, their intention is to have that 60 percent design complete by that date.
- Mr. Gianforte gave a brief summary.

FINANCE AND INSURANCE

**RESOLUTION NO. 2020-03-31
AUTHORIZING PAYMENT OF BILLS**

Mr. MacStudy moved Resolution 2020-03-31 for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on call.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst. Secretary
Mr. Michael MacStudy, Treasurer
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak
Mr. Jason Sena

Absent: Mr. John Bonforte
Mr. James Mazza
Mr. Richard N. Tocci, Assistant Treasurer

**RESOLUTION NO. 2020-03-32
AUTHORIZING THE EXECUTIVE DIRECTOR TO**

ADVERTISE CONNECTION FEE HEARING

Mr. MacStudy moved Resolution **2020-03-32** for adoption. The motion was seconded by Mr. Berdahl and carried by the following vote on call.

- Ayes:
 - Mr. Barry J. Berdahl, Ph.D., Chairman
 - Mr. Thomas (Burt) Barham, Vice Chairman
 - Mr. Scott Hartman, Secretary
 - Mr. Jonathan Peters, Asst. Secretary
 - Mr. Michael MacStudy, Treasurer
 - Mr. Gregory J. Christopher
 - Mr. Eric Jaeger
 - Mr. Brian McPeak
 - Mr. Jason Sena

- Absent:
 - Mr. John Bonforte
 - Mr. James Mazza
 - Mr. Richard N. Tocci, Assistant Treasurer

PERSONNEL COMMITTEE

Mr. Gianforte recommended to Mr. Berdahl that Resolution **#2020-03-33** Authorizing the Executive Director to Hire a New Employee be **“TABLED”**.

CYBER COMMITTEE

Mr. Peters and Mr. Gianforte stated that Resolutions **2020-03-34** and **2020-03-39** be considered in the consent agenda.

OUTREACH COMMITTEE

Mr. Barham stated there was nothing new to report.

LEGAL COMMITTEE

Mr. Sena stated there was nothing new to report.

CONSENT AGENDA: (For Resolutions 2020-03-34 through 2020-03-39 excluding Resolution 2020-03-36)

The following Resolutions are routine and will be considered together, by Roll Call Vote, without discussion. If any Commissioner wishes to have any “discussion” on any of these routine matters, please identify any such Resolution and it will be removed from the Consent Agenda and addressed immediately thereafter.

- RES NO: 2020-03-34** RESOLUTION ENGAGING FALLON & COMPANY, LLP FOR SPECIAL CONSULTING SERVICES
- RES NO: 2020-03-35** RESOLUTION AWARDDING ANNUAL LAWN MAINTENANCE FOR TREATMENT PLANT AND OUTLYING SITES
- RES NO: 2020-03-37** RESOLUTION APPROVING WORK ORDER TO PROVIDE NETWORK SECURITY PROTECTION
- RES NO: 2020-03-38** RESOLUTION APPROVING WORK ORDER TO PROVIDE ADA WEBSITE COMPLIANCE
- RES NO: 2020-03-39** RESOLUTION AUTHORIZING THE PURCHASE OF PROGRAMMABLE LOGIC CONTROLLERS (PLC) PROGRAMMING AND PROFESSIONAL SERVICES FOR THE TREATMENT PLANT SCADA SYSTEM THROUGH NORTH JERSEY WASTEWATER COOPERATIVE

Mr. Berdahl moved Resolutions **2020-03-34 through 2020-03-39 excluding Resolution 2020-03-36** for adoption. The motion was seconded by Mr. Hartman and carried by the following vote on call.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst. Secretary
Mr. Michael MacStudy, Treasurer
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak
Mr. Jason Sena

Absent: Mr. John Bonforte
Mr. James Mazza
Mr. Richard N. Tocci, Assistant Treasurer

RESOLUTION NO. 2020-03-36
RATIFYING TRAINING AND CONFERENCE REQUESTS
and
RESOLUTION NO. 2020-03-41
AUTHORIZING THE EXECUTIVE DIRECTOR TO IMPLEMENT OR MODIFY FLEXTIME OR ALTERNATIVE
WORKWEEK PROGRAMS AND ADJUST ESTABLISHED HOURS OF DAILY OR SHIFT OPERATIONS TO
ENSURE ESSENTIAL OPERATIONS ARE MET

Mr. Berdahl moved Resolutions **2020-03-36 and 2020-03-41** for adoption. Mr. Christopher asked about **Resolution No: 2020-03-41**. Mr. Gianforte read and gave a brief summary. The motion was seconded by Mr. Hartman and carried by the following vote on call.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst. Secretary
Mr. Michael MacStudy, Treasurer
Mr. Gregory J. Christopher
Mr. Eric Jaeger
Mr. Brian McPeak
Mr. Jason Sena

Absent: Mr. Richard N. Tocci, Assistant Treasurer
Mr. John Bonforte
Mr. James Mazza

OLD BUSINESS

Mr. Gianforte gave a summary on the procedures being taken in the office in reference to the COVID-19. (Robin will be picking up the mail. She will separate the bills and take the bills home to have them processed and posted. The rest of the mail is to be given to Rosa, and then processed and given to the person and/or department the correspondence is addressed to. Each person from the department will then carry out their usual process). There was an outside cleaning company that came to do cleaning in the office.

NEW BUSINESS

No new business to report.

OPEN TO THE PUBLIC

Mr. Berdahl moved that the meeting adjourn at approximately 6:38 p.m. The motion was seconded by Mr. Hartman and carried by voice vote.

Mr. Berdahl 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. Scott Hartman, Secretary

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