

**TWO RIVERS WATER RECLAMATION AUTHORITY
ONE HIGHLAND AVENUE
MONMOUTH BEACH, NEW JERSEY 07760**

The Regular Meeting of the Two Rivers Water Reclamation Authority was held on **Tuesday, April 20, 2021** at 6:00 PM, by using Microsoft Teams considering the circumstances surrounding COVID-19.

Mr. Barry J. Berdahl, Ph.D., Chairman – Presided:

Via Teams Meeting:	Mr. Barry J. Berdahl, Ph.D., Chairman Mr. Thomas (Burt) Barham, Vice Chairman Mr. Scott Hartman, Secretary Mr. Michael MacStudy, Treasurer Mr. Richard Tocci, Asst. Treasurer Mr. Eric Jaeger Mr. Brian McPeak
Via phone:	Mr. Greg Christopher
Absent:	Mr. John Bonforte Mr. James F. Mazza Mr. Jonathan Peters, Asst. Secretary Mr. Jason Sena
Present in Board Room:	Mr. Gregory JnoBaptiste, Network and Instrumentation Coordinator
Via phone or Teams:	Mr. Michael A. Gianforte, Executive Director Mr. Dennis Galvin, Authority Engineer Mr. Johnny Rodriguez, Financial Manager Mr. David Laughlin, Esq., Birdsall & Laughlin Mr. John Vena, PS&S Ms. Anne Wallington, Executive Assistant

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 Wednesday, December 23, 2020**, and **The Newspaper Media Group on Wednesday, December 30, 2020** and mailing the same on Wednesday, December 30, 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 Wednesday, December 23, 2020.

CHAIRMAN RULES OF QUORUM

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

OPENING STATEMENT TO THE CHAIRMAN OF THE BOARD

Mr. Gianforte addressed the Chairman of the Board: In addition to Published notice, access to the meeting via computer and telephone was prominently displayed to the public by posting it on the front door of the office, as well as the front entrance gate, and on the first page of the TRWRA website.

**APPROVAL OF THE REGULAR MONTHLY
MEETING MINUTES OF MARCH 16, 2021**

Mr. Barhman moved that the minutes from the regular monthly meeting held on March 16, 2021 be approved. The motion was seconded by Mr. Jaeger.

Ayes: Mr. Barry J. Berdahl, Ph.D., Chairman
Mr. Thomas (Burt) Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. Brian McPeak.

Absent: Mr. John Bonforte
Mr. James F. Mazza
Mr. Jonathan Peters, Asst. Secretary
Mr. Jason Sena

CORRESPONDENCE

Mr. Gianforte reported that he communicated with Congressman Pallone regarding the FEMA BRIC Grant.

PUBLIC COMMENT ON AGENDA

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

**FINANCE AND INSURANCE
RESOLUTION NO. 2021-04-39
AUTHORIZING PAYMENT OF BILLS**

Mr. MacStudy moved Resolution No. 2021-04-39 for adoption. The motion was seconded by Mr. Barham 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. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. Brian McPeak

Absent: Mr. John Bonforte
Mr. James F. Mazza
Mr. Jonathan Peters, Asst. Secretary
Mr. Jason Sena

Mr. Rodriguez added that a check will be processed for \$41,800.00 to the NJDEP for Land Use Permits for the Tunnel Project and will be included in next month's bill package.

Mr. MacStudy pointed out that we have expenditures that require a single audit and, therefore, Resolution No: 2021-04-40 is to authorize the single audit by PKF O'Connor Davies, LLP Pursuant to N.J.S.A. 19:44A-20.5.

Mr. Jaeger asked for an explanation on the single audit. Mr. Gianforte explained that whenever the Authority spends more than \$750,000 in Federal Aid or State Aid, a single audit will be required. So, a single audit is performing the additional procedures on those expenditures, and it is an audit within an audit.

Mr. Gianforte reminded Commissioners to complete their Financial Disclosure Statements online and that although the deadline has been delayed it should be completed as soon as possible.

RESOLUTION NO. 2021-04-40
RESOLUTION AMENDING APPOINTMENT TO INCLUDE
SINGLE AUDIT BY PKF O'CONNOR DAVIES, LLP
PURSUANT TO N.J.S.A. 19:44A-20.5

Mr. MacStudy moved Resolution No. **2021-04-40** 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, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. Brian McPeak

Absent:

Mr. John Bonforte
Mr. James F. Mazza
Mr. Jonathan Peters, Asst. Secretary
Mr. Jason Sena

LEGAL AFFAIRS

In the absence of Mr. Sena, Mr. Gianforte gave a brief update on Affordable Housing. There is an application from a Planner who is doing a review for Fair Haven for Affordable Housing. We are doing a "Will Serve" letter that we do provide sewer service and that we are responsible for the pipes in Fair Haven.

ENGINEERING

Mr. Galvin gave a quick update on the Odor Control Bid, Contract 199. We will be receiving bids on May 6, 2021 at 2:00 pm. There will be a walk-through on Thursday, April 22nd at 10:00 am for any contractor that wants to visit the site.

There is a resolution on the agenda for a Dance Studio in the Borough of Fair Haven for a second story addition and is subject to review for a potential connection fee.

The roofing project for our Pump Stations is about to start as well as the cleaning project for Interceptors. We have issued a Notice of Award and we are trying to conduct with the State DEP, a preconstruction meeting.

Mr. Galvin updated the Board on the Lodging Parcel on Fort Monmouth.

Mr. Jaeger questioned as to why the Fair Haven; Kick Dance Studio would end up on our desk as it is just someone wanting to build an extension on their property.

Mr. Galvin responded that we take a look at all the site plans and generally if there is no involvement from us, and no expansion of use, we do not get involved, but in this instance they are adding a new 2nd floor. And although it is a dance studio which someday can turn into office space, the potential is there for expansion and therefore we must review it for increased flow and for the impact on the Connection Fee.

PERSONNEL

In Mr. Bonforte's absence, Mr. Gianforte told the Board that we are working on reoccupying the Main office.

Mr. Christopher sent Mr. Bonforte an email regarding personnel.

Mr. Gianforte advised the Chairman that the Personnel and Policy Procedures Manual has been revised. It is under Attorney Review as requested by the Joint Insurance Fund. Mr. Gianforte said he would submit a summary of the changes for May or June.

CAPITAL IMPROVEMENT COMMITTEE

Mr. Hartman said we are waiting to hear if we are in line for any money from BRIC, and other than that, we are in a wait and see mode right now.

CYBER COMMITTEE

In Mr. Peter's absence, Mr. Gianforte gave an update stating that Mr. Gregory JnoBaptiste was recognized by the AEA as he was the lead presenter at the AEA Cyber Committee Conference and did a very good job in getting his point across to the attendees.

OUTREACH COMMITTEE

Mr. Barham had nothing to report at this time.

CONSENT AGENDA: (For Resolution No: 2021-04-41 through 2021-04-46)

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: 2021-04-41** RESOLUTION AUTHORIZING THE ACQUISITION OF AN EASEMENT UNDER BLOCK 40, LOT 87.01 IN THE BOROUGH OF MONMOUTH BEACH, NJ
- RES NO: 2021-04-42** RESOLUTION AUTHORIZING THE ACQUISITION OF AN EASEMENT UNDER BLOCK 40, LOT 68.02 IN THE BOROUGH OF MONMOUTH BEACH, NJ
- RES NO: 2021-04-43** RESOLUTION AUTHORIZING THE ACQUISITION OF AN EASEMENT UNDER BLOCK 40, LOT 100 IN THE BOROUGH OF MONMOUTH BEACH, NJ
- RES NO: 2021-04-44** RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO HIRE TWO TEMPORARY SUMMER INTERNS
- RES NO: 2021-04-45** RESOLUTION GRANTING PRELIMINARY AND FINAL APPROVAL FOR A MINOR SITE PLAN TO KICK DANCE STUDIOS FOR PROPERTY KNOWN AS BLOCK 25, LOT 12; IN THE BOROUGH OF FAIRHAVEN.
- RES NO: 2021-04-46** RESOLUTION GRANTING THE EXECUTIVE DIRECTOR TO RE-ADVERTISE FOR BIDS FOR SOLIDS HANDLING TANKS ODOR CONTROL SYSTEM – **CONTRACT 199**

Mr. Barham moved Resolution Nos. **2021-04-41 through 2021-04-46** for adoption. The motion was seconded by Mr. MacStudy 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. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. Greg Christopher – Res No: 2021-04-45 & 2021-04-46
Mr. Eric Jaeger
Mr. Brian McPeak

Abstain: Mr. Greg Christopher – Res No: 2021-04-41, 42, 43 and 44

Absent: Mr. John Bonforte
Mr. James F. Mazza
Mr. Jonathan Peters, Asst. Secretary
Mr. Jason Sena

Commissioner Berdahl thanked Mr. Gianforte and Attorney Dave Laughlin on the great work they did on obtaining the Easements.

OLD BUSINESS

Mr. Christopher asked about the status of the 10-inch pump purchase.

Mr. Gianforte stated that as in his report, Bradley Beach was informed that they need to follow a procedure with FEMA for sale of equipment that was FEMA funded. They have loaned us the pump for free until that is resolved. We have specified a suitable utility trailer but will not make the purchase requisition until we confirm the disposition of the 10" pump purchase.

NEW BUSINESS

There was no new business to report.

OPEN TO THE PUBLIC

No Public was present.

Mr. Barham moved that the meeting adjourn at approximately 6:35 p.m. The motion was seconded by Mr. MacStudy 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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