

Two Rivers Water Reclamation Authority

One Highland Avenue • Monmouth Beach, New Jersey 07750
(732) 229-8578 • Fax (732) 870-1442

<http://trwra.org>

*Fair Haven
Little Silver
Monmouth Beach*

*Oceanport
Shrewsbury
West Long Branch*

**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 in person on **Tuesday, October 15, 2024, at 6:00 pm**, and using Microsoft Teams.

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

Present: Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary (**remote**)
Mr. Michael MacStudy, Treasurer
Mr. John Bonforte (**remote**) arrived 6:05 pm
Mr. Greg Christopher
Ms. Jeanette Hoffman (**remote**) arrived 6:05 pm
Mr. Eric Jaeger (**remote**)

Absent: Mr. James Mazza
Mr. Brian McPeak
Mr. Richard Tocci

Others present: Mr. Michael A. Gianforte, Executive Director
Mr. Dennis Galvin, Capital Projects Coordinator
Mr. Brian Rischman, Authority Engineer
Mr. Johnny Rodriguez, Financial Manager
Mr. Joe Ottaviano, Operations Manager (**remote**)
Mr. David Laughlin, Esq., Birdsall & Laughlin
Mr. John Vena, PS&S
Ms. Lauren Lechner, Engineering Manager
Mr. Michael Andriola, PKF O'Connor Davies (**remote**)

NOTICE OF REGULAR MEETING

Statement is hereby made that adequate Notice of Meeting has been provided by publishing the same in the Asbury Park Press on **December 28, 2023**, and emailing the same on **Thursday, December 28, 2023**, 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 prominent posting said Notice in the entryway of the Authority's office building on **Wednesday, December 20, 2023**.

CHAIRMAN RULES OF QUORUM

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

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OPENING STATEMENT TO THE CHAIRMAN OF THE BOARD

Mr. Gianforte addressed the Board: In addition to the 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, and on the first page of the TRWRA website.

APPROVAL OF THE REGULAR MONTHLY MEETING MINUTES OF SEPTEMBER 17, 2024

Mr. Berdahl moved the minutes from the regular monthly meeting held on **September 17, 2024**, to be approved. The motion was seconded by **Mr. Barham** and followed by the following vote on roll call:

Ayes:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas "Burt" Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary (remote)
- Mr. Michael MacStudy, Treasurer
- Mr. Greg Christopher
- Mr. Eric Jaeger (remote)

Absent:

- Mr. John Bonforte
- Mr. James Mazza
- Mr. Brian McPeak
- Ms. Jeanette Hoffman
- Mr. Richard Tocci

Mr. John Bonforte and Jeanette Hoffman joined the meeting remotely at 6:05 pm.

Mr. Michael Andriola, PKF O'Connor Davies introduced his findings on the 2023/2022 Audit. Mr. Andriola thanked the Authority for allowing him to present the results of the 2023 audit to the Authority and was pleased to announce that the Authority received a clean opinion, an unmodified opinion, which is the best you can get, confirming the Financial Statements are materially accurate.

PKF O'Connor Davies also performed a federal and state single audit over the Authority's major programs and issued a clean opinion on both. The Authority had no compliance findings over how the federal and state grants are being spent. The Authority is making very good progress on all capital projects and is in good financial health.

The management team, Mr. Michael A. Gianforte and Mr. Johnny Rodriguez did an excellent job providing all the requested documentation that PKF O'Connor Davies asked for during the audit. Mr. Andriola thanked the team for all their hard work and effort and said the Authority is in good shape.

Mr. MacStudy asked if all concerns from last year and the prior year were cleared and if there are concerns for this year. Mr. Andriola responded, "No sir all previous issues were resolved and there are no new concerns." Discussion ensued.

RESOLUTION NO: 2024-10-104 ACCEPTING ANNUAL AUDIT REPORT FOR THE FISCAL YEAR ENDING OCTOBER 31, 2023 AND 2022

Mr. MacStudy moved **Resolution No: 2024-10-104** for approval. The motion was seconded by **Mr. Barham** and carried by the following vote on roll call:

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Ayes:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas "Burt" Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary (**remote**)
- Mr. Michael MacStudy, Treasurer
- Mr. John Bonforte (**remote**)
- Mr. Greg Christopher
- Ms. Jeanette Hoffman (**remote**)
- Mr. Eric Jaeger (**remote**)

Absent:

- Mr. James Mazza
- Mr. Brian McPeak
- Mr. Richard Tocci

CORRESPONDENCE

1st item: Mr. Galvin informed the Commissioners that next month's meeting will be on Tuesday, November 12, 2024. A separate link will be sent out for the teams' meeting. The meeting is moved ahead due to The League of Municipalities and Association of Environmental Authorities conferences.

2nd item: The Authority received correspondence from the Eatontown Sewer Authority of a new Executive Director. Mr. Ted Lewis retired, and Mr. Rob Vallee is the new Executive Director at Eatontown.

3rd item: Mr. Galvin mentioned the weather station out by the ballfield. The Authority has an ongoing renewable agreement with Weather Flow Inc. Weather Flow Inc. comes out once a year to service the unit and the Authority continues to use the data. No action is necessary to renew the contract.

4th item: The Authority received a letter dated September 19th from the DEP regarding deficiencies found during an onsite audit of the lab. The Authority addressed all the items and notified the DEP. Mr. Rischman followed up with the individual who wrote the letter, and it is believed that everything is in order, as the Authority completed the corrective action needed. Discussion ensued.

FINANCE AND INSURANCE **RESOLUTION NO: 2024-10-103** **AUTHORIZING PAYMENT OF BILLS**

Mr. MacStudy moved **Resolution No: 2024-10-103** for approval. The motion was seconded by **Mr. Berdahl** and carried by the following vote on roll call:

Ayes:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas "Burt" Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary (**remote**)
- Mr. Michael MacStudy, Treasurer
- Mr. John Bonforte (**remote**)
- Mr. Greg Christopher
- Ms. Jeanette Hoffman (**remote**)
- Mr. Eric Jaeger (**remote**)

Absent:

- Mr. James Mazza
- Mr. Brian McPeak
- Mr. Richard Tocci

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LEGAL

RESOLUTION NO: 2024-10-105 - TABLED
RESOLUTION TO RESOLVE A FEE DISPUTE ISSUE
WITH ACUTE CARE IN THE OCEANPORT SECTION
OF THE FORMER FORT MONMOUTH

Mr. McPeak was absent from the meeting, so Mr. Gianforte explained that he and Attorney Laughlin have been working with Acute Care and their attorney. The resolution was tabled.

ENGINEERING

Mr. Tocci was absent from the meeting, so Mr. Rischman reported on Engineering.

RESOLUTION NO: 2024-10-106
RESOLUTION AWARDED CONTRACT 214
FOR THE DECOMMISSIONING OF PUMP STATIONS
AT FORT MONMOUTH

Mr. Berdahl moved **Resolution No: 2024-10-106** for approval. The motion was seconded by **Mr. Barham** and carried by the following vote on roll call:

Ayes:	Mr. Barry Berdahl, Ph.D., Chairman
	Mr. Thomas "Burt" Barham, Vice Chairman
	Mr. Scott Hartman, Secretary
	Mr. Jonathan Peters, Asst Secretary (remote)
	Mr. Michael MacStudy, Treasurer
	Mr. John Bonforte (remote)
	Mr. Greg Christopher
	Ms. Jeanette Hoffman (remote)
	Mr. Eric Jaeger (remote)

Absent:	Mr. James Mazza
	Mr. Brian McPeak
	Mr. Richard Tocci

Mr. Rischman explained that FMERA asked the Authority to prepare specifications to abandon pump stations on their property. Mr. Rischman said these are not Two River's pump stations. They are FMERA's pump stations left over from the Army. All the expenses associated with the project will be reimbursed by FMERA to the Authority. Discussion ensued.

Mr. John Vena, PS&S gave an update on pump stations 3 and 5 on the structural repairs to the concrete and said the structural engineers issued three (3) Authority repair methodologies through sketches and specs. The Authority wants to move ahead with repairs.

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PERSONNEL

RESOLUTION NO: 2024-10-107 **RESOLUTION AMENDING THE PERSONNEL POLICIES** **AND PROCEDURES MANUAL**

Mr. Bonforte moved **Resolution No: 2024-10-107** for approval. The motion was seconded by **Mr. Barham** and carried by the following vote on roll call:

Ayes:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas “Burt” Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary (**remote**)
- Mr. Michael MacStudy, Treasurer
- Mr. John Bonforte (**remote**)
- Mr. Greg Christopher
- Ms. Jeanette Hoffman (**remote**)
- Mr. Eric Jaeger (**remote**)

Absent:

- Mr. James Mazza
- Mr. Brian McPeak
- Mr. Richard Tocci

CAPITAL IMPROVEMENT COMMITTEE

RESOLUTION NO: 2024-10-108 **RESOLUTION TO AUTHORIZE A CHANGE TO** **THE CONTRACT FOR PROFESSIONAL SERVICES** **WITH HAZEN AND SAWYER**

Mr. Hartman moved **Resolution No: 2024-10-108** for approval. The motion was seconded by **Mr. Berdahl** and carried by the following vote on roll call:

Ayes:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas “Burt” Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary (**remote**)
- Mr. Michael MacStudy, Treasurer
- Mr. John Bonforte (**remote**)
- Mr. Greg Christopher
- Ms. Jeanette Hoffman (**remote**)
- Mr. Eric Jaeger (**remote**)

Absent:

- Mr. James Mazza
- Mr. Brian McPeak
- Mr. Richard Tocci

Mr. Hartman provided an update on the tunnel project. Mr. Hartman reported that the tunnel is about 100 feet and experienced some issues with the guidance system. Discussion ensued.

Mr. Galvin noted that Mr. Bob Goodfellow, the Authority’s tunnel expert, was onsite with Hazen’s tunneling expert. Mr. Goodfellow went down and looked at the tunnel in Monmouth Beach and he also visited the Oceanport site. Mr.

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Goodfellow said that things are progressing as well as they could be, and he does not see any problems at this point in time. Mr. Goodfellow and Hazen's tunneling expert will be participating in the monthly tunnel meeting.

CYBER SECURITY COMMITTEE – JONATHAN PETERS

Mr. Peters noted the continuing onboarding of Ocean Computer and Keystone Engineering mentioned in Mr. JnoBaptiste's report.

OUTREACH COMMITTEE

Mr. Barham reported that Rev. Father Stokes from Holy Cross Church visited the tunnel sites to bless and pray for the project as well as the Schiavone workers.

CONSENT AGENDA: (For Resolutions 2024-10-109 THROUGH 2024-10-113)

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: 2024-10-109 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ADVERTISE FOR BIDS FOR PUMP STATIONS 8,15,18 & 19 EFFICIENCY PROJECTS

RES NO: 2024-10-110 RESOLUTION TO AUTHORIZE PREPARATION OF PLANS BY COLLIERS ENGINEERING & DESIGN TO ELIMINATE PUMP STATION 15 AND EXTEND GRAVITY SEWER FROM HORSENECK POINT ROAD TO RIVERSIDE AVENUE

RES NO: 2024-10-111 RESOLUTION AUTHORIZING A WORK ORDER FOR THE CONTINUATION OF MAINTENANCE OF THE AUTHORITY'S GIS DATA

RES NO: 2024-10-112 RESOLUTION AUTHORIZING THE PURCHASE OF SOFTWARE FROM OCEAN COMPUTER GROUP THROUGH THE STATE CONTRACT: 24-TELE-71883

RES NO: 2024-10-113 RESOLUTION AUTHORIZING THE TWO RIVERS WATER RECLAMATION AUTHORITY TO CLOSE A DEVELOPER'S ESCROW ACCOUNT

Mr. Berdahl moved **Resolution Nos: 2024-10-109 through 2024-10-113** for approval. The motion was seconded by **Mr. MacStudy** and carried by the following vote on roll call:

Ayes:

Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary (**remote**)
Mr. Michael MacStudy, Treasurer
Mr. John Bonforte (**remote**)
Mr. Greg Christopher
Ms. Jeanette Hoffman (**remote**)
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Absent: Mr. James Mazza
Mr. Brian McPeak
Mr. Richard Tocci

OLD BUSINESS

No old business to report.

NEW BUSINESS

No business to report.

OPEN TO THE PUBLIC

No public was present.

Mr. Barham moved that the meeting be adjourned at 6:25 pm. The motion was seconded by Mr. MacStudy and carried out by voice vote.

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

Respectfully submitted,



Scott Hartman, Secretary