

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, July 16, 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
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer (**remote**)
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

Absent:

Ms. Jeanette Hoffman
Mr. Brian McPeak

Others present:

Mr. Michael A. Gianforte, Executive Director
Mr. Dennis Galvin, Capital Projects Coordinator
Mr. Brian Rischman, Authority Engineer (**remote**)
Mr. Johnny Rodriguez, Financial Manager
Mr. David Laughlin, Esq., Birdsall & Laughlin
Mr. John Vena, PS&S
Ms. Anne Wallington (**remote**)

NOTICE OF REGULAR MEETING

A 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 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.

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.

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APPROVAL OF THE REGULAR MONTHLY MEETING

MINUTES OF JUNE 18, 2024

Mr. Jaeger moved the minutes from the regular monthly meeting held on **June 18, 2024**, to be approved. The motion was seconded by **Mr. Barham** and followed by voice vote.

AYES:

- Mr. Barry Berdahl, Ph.D., Chairman
- Mr. Thomas "Burt" Barham, Vice Chairman
- Mr. Scott Hartman, Secretary
- Mr. Jonathan Peters, Asst Secretary
- Mr. Michael MacStudy, Treasurer
- Mr. Richard Tocci, Asst. Treasurer
- Mr. John Bonforte
- Mr. Greg Christopher
- Mr. Eric Jaeger
- Mr. James Mazza

ABSENT:

- Ms. Jeanette Hoffman
- Mr. Brian McPeak

CORRESPONDENCE

1st ITEM: Mr. Gianforte reported that the Authority received a thank you note from the MacStudy family for the sympathy gift basket.

2nd ITEM: Mr. Gianforte explained that the Authority is in discussions with AcuteCare about Connection Fees. Discussion ensued.

3rd ITEM: The Authority received a retirement letter from Sharon Ham, as her planned retirement date will be effective September 1, 2024.

4th ITEM: The Authority received their first bill under the 2035 Heath Care Plan after switching from the NJ Direct 10, and the bill is \$17,000.00 less per month than in the past which will be offset by any claims of the Difference Card.

5th ITEM: Brian Rischman explained that the Authority received a letter from the NJDEP. It was a follow-up to their regular annual inspection in April, where items were discussed with the Inspector at that time and changes were implemented to address them. The first item is the annual priority Pollutant Scan. It has been completed annually as required by the DEP, but they also require it to be completed in different quarters each year. So, future tests will be scheduled in different quarters and an extra set of tests will be completed so that it is completed in at least one of each quarter during the period.

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The second item found is the DEP requires annual reporting of the treated wastewater used to clean process equipment and tanks. The Authority uses non-potable water, rather than paying the water company, for certain activities. So now the volume will be calculated and reported to the DEP annually as requested.

There was also a deviation from the number of pH and temperature samples taken. The permit requires 3 samples per day or 1100 samples per year. One of those samples was missing. Within two weeks, all Operators were re-trained and a system of checks and balances on the evening shift now verifies that the correct number of samples are obtained and tested, and if the correct number is not, they perform the work to maintain compliance and let management know. Mr. Jaeger asked questions regarding the testing frequency and procedures. Discussion ensued.

FINANCE AND INSURANCE

RESOLUTION NO: 2024-07-71 **AUTHORIZING PAYMENT OF BILLS**

Mr. MacStudy moved **Resolution No: 2024-07-71** for approval. The motion was seconded by **Mr. Barham** and carried by the following voice vote on call:

AYES:

Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT:

Ms. Jeanette Hoffman
Mr. Brian McPeak

Mr. MacStudy said that in addition, Mr. Rodriguez handed out the Budget for review which is expected to be on the Agenda for August.

LEGAL

Mr. Brian McPeak was absent from the meeting, so Mr. Gianforte said there was nothing in addition to what was previously discussed.

ENGINEERING

Mr. Tocci asked Mr. Rischman if he had anything to discuss other than what was in the Engineering report, and Mr. Rischman responded no.

Mr. Tocci asked Mr. Vena, PS&S, if he had anything to add to his report, and Mr. Vena responded no.

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RESOLUTION NO: 2024-07-72 **RESOLUTION AUTHORIZING THE PURCHASE OF** **VARIOUS SERVICES THROUGH THE NORTH JERSEY COOPERATIVE** **PRICING SYSTEM (NJCPS)**

Mr. Berdahl moved **Resolution No: 2024-07-72** for approval. The motion was seconded by **Mr. Barham** and carried by the following voice vote on call:

AYES: Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT: Ms. Jeanette Hoffman
Mr. Brian McPeak

RES NO: 2024-07-73 **RESOLUTION RATIFYING A WORK ORDER AUTHORIZING PS&S FOR THEIR** **PROFESSIONAL SERVICES FOR EXPERT SUPPORT RELATIVE TO THE PROPOSED** **GRAVITY SANITARY SEWER IN FORT MONMOUTH**

RES NO: 2024-07-74 **RESOLUTION APPROVING A WORK ORDER AUTHORIZING PS&S FOR THEIR** **PROFESSIONAL SERVICES FOR PUMP STATION #19 (RIORDAN PLACE)** **ABANDONMENT**

Mr. Tocci moved **Resolution Nos: 2024-07-72, 2024-07-73 and 2024-07-74** for approval. The motion was seconded by **Mr. Barham** and carried by the following voice vote on call:

AYES: Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT: Ms. Jeanette Hoffman
Mr. Brian McPeak

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PERSONNEL COMMITTEE

RESOLUTION NO: 2024-07-75

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO HIRE AN UNLICENSED OPERATOR

RESOLUTION NO: 2024-07-76

RESOLUTION AUTHORIZING THE HIRING OF AN ENGINEERING MANAGER

RESOLUTION NO: 2024-07-77

RESOLUTION AUTHORIZING THE AUTHORITY TO PROMOTE DENNIS GALVIN TO EXECUTIVE DIRECTOR AND TO PROMOTE BRIAN RISCHMAN TO DEPUTY EXECUTIVE DIRECTOR EFFECTIVE JANUARY 1, 2025

RESOLUTION NO: 2024-07-78

RESOLUTION RATIFYING THE JANUARY 1, 2025 THROUGH DECEMBER 31, 2029 AGREEMENT BETWEEN THE TWO RIVERS WATER RECLAMATION AUTHORITY AND THE OFFICE OF PROFESSIONAL EMPLOYEES INTERNATIONAL (O.P.E.I.U.) UNION LOCAL 32

Mr. Bonforte moved **Resolution Nos: 2024-07-75, 2024-07-76, 2024-07-77 and 2024-07-78** for approval. The motion was seconded by **Mr. Berdahl** and carried by the following voice vote on call:

AYES:

Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT:

Ms. Jeanette Hoffman
Mr. Brian McPeak

Mr. MacStudy inquired as to once Mr. Galvin retires and Mr. Rischman becomes the Executive Director, the position of Deputy Executive Director will cease to exist. Mr. Gianforte confirmed that this is correct.

CAPITAL IMPROVEMENT COMMITTEE

Mr. Hartman said without going into too much detail the hole is down about 75 feet in Monmouth Beach and about 45 feet in Oceanport. Discussion ensued.

CYBER SECURITY AND SOCIAL MEDIA COMMITTEE

Mr. Peters reported that both he and Mr. JnoBaptiste will have a more detailed report in August.

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RESOLUTION NO: 2024-07-79

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A MANAGED INFORMATION TECHNOLOGY SERVICES AGREEMENT WITH OCEAN COMPUTER GROUP, INC.

Mr. Peters moved **Resolution No: 2024-07-79** for approval. The motion was seconded by **Mr. Jaeger** and carried by the following voice vote on call:

AYES:

Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT:

Ms. Jeanette Hoffman
Mr. Brian McPeak

Mr. Gianforte explained that the Authority is replacing Berringer with Ocean. Discussion ensued.

OUTREACH COMMITTEE

Mr. Barham reported on the Red Bank issue where there was a major break in their force main and it created a major mess. Red Bank reached out to the Authority and the Authority allowed Red Bank to bypass into the Authority's manhole to help alleviate the issue at the time so they could fix the main.

Mr. Gianforte told the Chairman that he does have one additional item where Mr. Rodriguez proactively reached out to the customer towns to alert them that the Authority is going from the estimated number for the customer town bill to the actual number. Discussion ensued.

CONSENT AGENDA: (For Resolutions 2024-07-80 through 2024-07-82)

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: 2024-07-80 CONFERENCE AND TRAINING REQUESTS

RES NO: 2024-07-81 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO THE STATE TEMPORARY DISABILITY PLAN

RES NO: 2024-07-82 RESOLUTION TO CARRY SHREWSBURY TOWNSHIP BALANCE FORWARD

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Mr. Barham moved **Resolution Nos: 2024-07-80 through 2024-07-82** for approval. The motion was seconded by **Mr. Jaeger** and carried by the following voice vote on call:

AYES:

Mr. Barry Berdahl, Ph.D., Chairman
Mr. Thomas "Burt" Barham, Vice Chairman
Mr. Scott Hartman, Secretary
Mr. Jonathan Peters, Asst Secretary
Mr. Michael MacStudy, Treasurer
Mr. Richard Tocci, Asst. Treasurer
Mr. John Bonforte
Mr. Greg Christopher
Mr. Eric Jaeger
Mr. James Mazza

ABSENT:

Ms. Jeanette Hoffman
Mr. Brian McPeak

OLD BUSINESS

Mr. Bonforte wanted to point out that the Authority and staff are in a transition phase. Mr. Gianforte the Executive Director is retiring as of January 1, 2025. Sharon Ham, the Regulatory Compliance Manager is retiring as of August 31, 2024.

NEW BUSINESS

No new business to report.

OPEN TO THE PUBLIC

No Pubic was present.

Mr. Barham moved that the meeting be adjourned at 6:35 pm. The motion was seconded by Mr. Jaeger 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