

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Forty Six

Agenda

September 28, 2021

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, September 28, 2021 at 4:30 P.M. at the office of the Authority, 340 West Water Street, Toms River, New Jersey 08753.

The following were present:

Charles S. Valvano, Chairman

Tariq M. Siddiqui, Vice-Chairman

Deborah L. Clement, Commissioner

Ben A. Montenegro, Commissioner

Philip I. Brilliant, Commissioner

Joseph G. Bilotta, Alt. Commissioner

Dr. Alfonso J. Manforti, Alt. Commissioner

Bernard Rutkowski, Executive Director/Sec'y.-Treas.

Joseph D. Coronato, Esquire, Counsel

Rosemary Rosetto, Chief Financial Officer

Nicholas Otten, Authority Engineer

Scott Tirella, Regulatory Compliance/Safety Officer

Cindy Toye, Administrative Bookkeeping Specialist

Christina Diamante, Executive Assistant/Assistant Sec'y

Meeting #1246 was called to order at 4:30 p.m., September 28, 2021 by Chairman Valvano.

Ms. Diamante, Assistant Secretary, reported that in accordance with the Open Public Meetings Law, P. L. 1975, c. 231, notice of this meeting was posted on the Township Bulletin Board, the Authority Bulletin Board, filed with the Clerk's Office and published in the Asbury Park Press.

Ms. Diamante called the roll. Dr. Manforti, Mr. Bilotta, Mr. Brilliant, Mr. Montenegro, Mrs. Clement, Mr. Siddiqui and Mr. Valvano were present.

Minutes of Meetings for Approval

A. Meeting #1245 - August 24, 2021 - New Submission

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to approve the minutes of Meeting #1245 August 24, 2021 as written. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

Disbursements

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve payment of the disbursements as listed in the amount of \$949,392.79. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui and Mr. Montenegro all casting affirmative votes. Mr. Brilliant voted yes then amended his response to yes with the exception of 01-107-8101. Mr. Valvano voted yes with the exception of 01-603-0102.

Additional Disbursements

A motion was made by Mr. Siddiqui and seconded by Mr. Montenegro to approve payment of the additional disbursements in the amount of \$1,272.80. A roll call vote was then taken with Mr. Siddiqui, Mr. Montenegro, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

Ratification of Monthly Transfer & Investment Resolutions

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to ratify the monthly transfer and investment resolutions. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Montenegro, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Financial Reports

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to enter the financial reports 6A-6F into the record. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

Finance & Investments: 6G

Mr. Bilotta presented the report. A motion was made by Mr. Montenegro and seconded by Mrs. Clement to reinvest the available funds of \$11,271.52 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Montenegro, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Operating Reports

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement that the operating reports 7A-7G were accepted as presented. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

Development Applications-Major Sub Divisions

There were no applications submitted for approval.

Authority Meeting

The next Authority meeting was confirmed for Tuesday, October 26, 2021 at 4:30 p.m. in the TRMUA conference room.

Adoption of Resolutions/Capital Purchases

9A-2A - A motion was made by Mrs. Clement and seconded by Mr. Montenegro to approve and ratify the purchase of one air compressor. A roll call vote was taken with Mrs. Clement, Mr. Montenegro, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-3 - A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve the reamending resolution authorizing the Issuance of Subordinated Revenue Bonds and Project Notes. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

9A-4 - A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to authorize the monthly IT security support. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

9A-5 - A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to authorize the execution of a 5 year lease for copiers and printers. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

9A-6 - A motion was made by Mrs. Clement and seconded by Mr. Brilliant to authorize the extension of the on-call roadway restoration project. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Montenegro, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-7 - A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to appoint a Designated Employee Representative and Alternate. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

9A-8 - A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve the draft of the 5 year capital plan for 2022-2027. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Montenegro and Mr. Valvano all casting affirmative votes.

9A-9 - A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the Toms River MUA Personnel Policies and Procedures manual. A discussion was then had on the changes and updates made to the manual. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Montenegro, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-10 - A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the connection fee calculations. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Montenegro, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

A motion was made by Mrs. Clement and seconded by Mr. Montenegro to reschedule the Friday, December 31st monthly commissioner meeting to Thursday, December 30th as well as change all postings where its listed. A roll call vote was taken with Mrs. Clement, Mr. Montenegro, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

A motion was then made by Mrs. Clement and seconded by Mr. Montenegro to extend the Covid-19 sick time policy until January 31, 2022. A roll call vote was taken with Mrs. Clement, Mr. Montenegro, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Chairman Valvano then proudly announced the Executive Director, Bernard Rutkowski, will be sitting for the C4 application as soon as the state sends the paperwork back. Mr. Valvano also discussed the delay in getting the Ford F-150 trucks as well as possible electric alternatives. Mr. Rutkowski added they did strike one of the F-150's and went with a transit van instead which would serve the same purpose but cost half the price.

Committee Reports

Land

None.

Engineering & Technology

At the committee meeting Mr. Otten gave updates on current projects, the lining project will be closed out in a month or two and Pump Station 16 is being worked on to replace the corroding pipes. In regard to the HVAC project it was decided to replace the whole system in steps starting with the AC unit with hopes to be done by Memorial Day 2022. On the Technology end, the IT Director found ways to save substantially on our firewall as well as the copiers and phone system.

Regionalization

None.

Finance

The Finance committee will be meeting with the Auditor at the end of October to talk about financial conditions and revenue needs.

Personnel

The Personnel committee discussed at their meeting the busy time of the year is coming up in the Billing Department, as well as a member of the Billing Department will be retiring at the end of October. A motion was made by Mr. Montenegro and seconded by Mr. Brilliant to post and interview for the position of Assistant Bookkeeper/Systems Operator. A roll call vote was taken with Mr. Montenegro, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Legal

General Counsel stated they are still working on the Green Island easement situation, still no cost yet.

Liaison to Township

The Executive Director, Lead Engineer and Bond Counsel are going to the Township meeting tonight to discuss the NJIB funding.

Public Comments

A brief discussion was had about the Township's plan of fixing the intersection outside the Authority. Seeing no further public comments, Chairman Valvano closed the public portion of the meeting.

Correspondence

None.

Resolution to Enter Executive Session

No executive session was held.

Adjournment

With no further business to come before the Board, a motion was made by Mrs. Clement and seconded by Mr. Montenegro to adjourn the meeting at 5:07 p.m. A roll call vote was taken with Mrs. Clement, Mr. Montenegro, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.