

**TOMS RIVER MUNICIPAL UTILITIES AUTHORITY**  
**Meeting Number Twelve Hundred Fifty Six**

Agenda

July 26, 2022

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, July 26, 2022 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

Dr. Alfonso J. Manforti, Commissioner

Philip I. Brilliant, Commissioner

Joseph G. Bilotta, Alt. Commissioner

Katarina Sevastakis, Alt. Commissioner

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

Steven Zabarsky, General Counsel

Rosemary Rosetto, Chief Financial Officer

Mike Lee, Assistant Financial Officer

Scott Tirella, Safety & Compliance Officer

Cindy Toye, Administrative Bookkeeping Specialist

Christina Diamante, Executive Assistant/Assistant Sec'y

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Meeting #1256 was called to order at 4:30 p.m., July 26, 2022 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. Ms. Sevastakis, Mr. Bilotta, Mr. Brilliant, Dr. Manforti, Mrs. Clement, Mr. Siddiqui and Mr. Valvano were present.

Chairman Valvano then thanked Commissioner Clement for all her hard work on the new table for the Conference room.

**Minutes of Meetings for Approval**

*A. Meeting #1255 - June 28, 2022 - New Submission*

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to approve the minutes of Meeting #1255 June 28, 2022, as written. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Dr. Manforti and Mr. Valvano all casting affirmative votes. Mr. Brilliant abstained as he was absent from the June meeting.

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve the minutes of Ex. Session #1255 June 28, 2022, as written. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Dr. Manforti and Mr. Valvano all casting affirmative votes. Mr. Brilliant abstained as he was absent from the June meeting.

**Disbursements**

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve payment of the Operating Expenses as listed in the amount of \$4,195,015.70. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

**Additional Disbursements**

There were no additional disbursements listed.

**Trust Fund for Contracts**

None at this time.

**Ratification of Monthly Transfer & Investment Resolutions**

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

**Financial Reports**

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

**Finance & Investments: 6G**

Commissioner Bilotta presented the report. A motion was made by Dr. Manforti and seconded by Mr. Brilliant to reinvest the available funds of \$7,529.02 into the Ocean First Trust Custodial Account. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

**Operating Reports**

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

**Development Applications-Major Sub Divisions**

A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve the preliminary application for Sub Division #D-1068 (Avi Dahan – Teaneck, NJ). A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve the preliminary application for Sub Division #D-1069 (Eli Greenberg – Brick, NJ). A roll call vote was taken with Mrs.

Clement, Mr. Siddiqui, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

### **Authority Meeting**

The next Authority meeting was confirmed for Tuesday, August 23, 2022, at 4:30 p.m. in the TRMUA conference room.

### **Adoption of Resolutions**

9A-2 – A motion was made by Mr. Siddiqui and seconded by Dr. Manforti to authorize the execution to adopt the NJMEL Cyber Risk Management plans Tier 1,2 and 3 requirements. Mr. Rutkowski went on to give a brief explanation of what the Cyber Risk Management requirements are. A roll call vote was taken with Mr. Siddiqui, Dr. Manforti, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mr. Siddiqui and seconded by Dr. Manforti to approve the NJIB appropriation transfer. A roll call vote was taken with Mr. Siddiqui, Dr. Manforti, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mrs. Clement and seconded by Mr. Brilliant to adopt the Draft Org chart. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

### **9B - Unfinished Business**

Mr. Rutkowski presented the Deferred Comp plan from Holman, Frenia, Alison. A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to accept the Deferred Compensation Plan. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

### **Committee Reports**

#### **Legal**

General Counsel informed that the appraisal obtained from Mr. Mancini along with the offer of what would be needed for the easement was sent over to the president of the Green Island Community Association and their attorney. Mr. Zabarsky suggested going ahead and filing our declaration of taking, post the appraisal amount with the court and file our condemnation action while awaiting Green Island Association's own appraisal of the easement to determine fair value. A motion was made by Mr. Brilliant and seconded by Mrs. Clement to authorize the filing of the declaration of taking for the force main with the Green Island Community Association, assisting with Mr. Mancini's recommendation to go forward with litigation and also authorize the deposit of \$13,500 to the clerk of the court. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

#### **Personnel**

Commissioner Clement reported the two new linemen started work under probation for 90 days.

#### **Engineering & Technology**

Mr. Siddiqui updated that the advertising began for the pipe rehab project that we received the NJIB loan for and the contract will be awarded at next month's meeting. He also informed that we have received a quotation

for the heating portion of the HVAC project from Hutchins in the amount of \$656,260 broken up into 4 items, the Engineering Committee will review the final numbers for the August meeting.

Regionalization

None.

Land

None.

Liaison to Township

None.

Ad Hoc/Union Contracts

The first contract negotiation meeting was held on July 14<sup>th</sup> and the next meeting will be on August 4<sup>th</sup>. Commissioner Clement stated there is nothing specific to report yet.

Finance/Chairman

Chairman Valvano reported the Municipal appropriation check was passed for over \$900,000 and will be getting delivered to the Township CFO's office. He also gave updates from the Finance Committee meeting with the Auditor, Lauren Holman. The Authority is doing well financially, costs are down, we have been careful with money and our budget. However, there are still worries over the current supply chain availabilities and inflation. The next meeting between the Finance Committee and Auditor is scheduled for around October to discuss the upcoming year. Commissioner Clement asked the CFO when the rates and bills start getting examined for the next year to which a brief discussion took place that it will begin in the fall.

**Public Comments**

Mrs. Rosetto reiterated her previous statements that nothing has been done to improve either the intersection on the corner of Heflicker Blvd. Mr. Rutkowski stated that the target date is 2024/2025 to reconstruct the roadway so work on that should be starting soon. Seeing no more public comments, Chairman Valvano closed the public portion of the meeting.

**Correspondence**

A ratepayer had a very pleasant conversation with our Billing clerk, Natalie Fraas. He was pleased with how she presented herself and helped him with his reminder notice, he took the time to contact her supervisor Mrs. Rosetto to express this. A copy of the letter will be added to Ms. Fraas's file.

**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. Brilliant to adjourn the meeting at 4:55 p.m. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.