

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Sixty

Agenda

November 22, 2022

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, November 22, 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

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

Nicholas Otten, Authority Engineer

Scott Tirella, Safety & Compliance Officer

Cindy Toye, Administrative Bookkeeping Specialist

Christina Diamante, Executive Assistant/Assistant Sec'y

Meeting #1260 was called to order at 4:00 p.m., November 22, 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, Mrs. Clement, Mr. Siddiqui and Mr. Valvano were present. Dr. Manforti was absent from the meeting.

Public Hearing – Connection Fee & Sewer User Rate

Chairman Valvano turned the meeting over to Mr. Zabarsky who presided over the Public Hearing for the Proposed 2023 Connection Fee and Sewer User Rate. A motion was made by Mrs. Clement and seconded by Mr. Brilliant to adopt the connection fee of \$2,911 for the Authority for the fiscal year 2023. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Ms. Sevastakis, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Another motion was made by Mr. Siddiqui and seconded by Ms. Sevastakis to adopt the resolution for the proposed rate schedule that has been presented here today. A roll call vote was taken with Mr. Siddiqui, Ms. Sevastakis, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

Chairman Valvano stated that the only increase being made is the Connection Fee, there will be no increase in

the Residential/Commercial User Rate. A motion was then made by Mr. Brilliant and seconded by Mrs. Clement to suspend the Public Rate Hearing at 4:14pm. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Ms. Sevastakis, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

A short recess took place before resuming the regularly scheduled meeting agenda at 4:30p.m.

Minutes of Meetings for Approval

A. Meeting #1259 - October 25, 2022 - New Submission

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the minutes of Meeting #1259 October 25, 2022 as written. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Ms. Sevastakis abstained as she was absent from the October meeting.

Disbursements

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve payment of the Operating Expenses as listed in the amount of \$559,192.38. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Ms. Sevastakis voted yes with exception to check #11706.

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. Brilliant to ratify the monthly transfer and investment resolutions. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Ms. Sevastakis, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Financial Reports

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

Finance & Investments: 6G

Mr. Bilotta presented the report. A motion was made by Mr. Brilliant and seconded by Mrs. Clement to reinvest the available funds of \$7,277.63 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Ms. Sevastakis, 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, Ms. Sevastakis and Mr. Valvano all casting affirmative votes.

Development Applications-Major Sub Divisions

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to approve the final application

for Sub Division #D-1030A (Charles Klein – Lakewood, NJ). A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Ms. Sevastakis and Mr. Valvano all casting affirmative votes.

Authority Meeting

The next Authority meeting was confirmed for Tuesday, December 13, 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 Mrs. Clement to authorize the execution to advertise for Professional Services. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Ms. Sevastakis and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mrs. Clement and seconded by Ms. Sevastakis to authorize the execution to advertise for the On-call paving contract. A roll call vote was taken with Mrs. Clement, Ms. Sevastakis, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mr. Brilliant and seconded by Mrs. Clement to authorize the execution of a Schedule C shared service agreement between the TRMUA and County of Ocean for 2023. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Ms. Sevastakis, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-5 – A motion was made by Mrs. Clement and seconded by Ms. Sevastakis to authorize the execution of a late budget submittal. A roll call vote was taken with Mrs. Clement, Ms. Sevastakis, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-6 – A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to approve the draft 2023 budget. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Ms. Sevastakis and Mr. Valvano all casting affirmative votes.

9A-7 – A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to carry over the unused budget amount of \$397,800 from 2022 to 2023 and increase it by \$198,620. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Ms. Sevastakis and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

Mr. Rutkowski discussed the placement of an on-site trailer for Montana Construction for the dig and replace project, the original site was a pump station which is no longer suitable and will now need to be put on our back property. A motion was made by Mr. Siddiqui and seconded by Mr. Brilliant to authorize the execution of an agreement with the TRMUA and Montana Construction, pending a review by legal counsel, to place an on-site trailer on our property. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Ms. Sevastakis, Mrs. Clement and Mr. Valvano all casting affirmative votes.

Committee Reports

Engineering & Technology

There was no Engineering Committee meeting this month and nothing new to report on other than what is in Mr. Otten's report.

Legal

None.

User Charge

The Sewer User Rate was not raised.

Land

None.

Finance/Chairman

Mr. Valvano stated that he signed the annual letter to go out with billing and it will be given to the CFO. He also reported that the annual flow to the OCUA should result in an approximate \$400,000 credit to the TRMUA which is good news. Mr. Valvano then concluded by recapping that the boilers for the HVAC are going to be installed in Spring 2023.

Personnel

The Personnel Committee met on Monday; they will be interviewing applicants for the LMW position after Thanksgiving. The Committee is also asking the Board for approval to post and interview for training in advance a foreman because of a possible retirement. The Executive Director informed about a class through the JIF to train CDL instructors, we can send our employees to become instructors so that in return they can train new employees here to get their CDL, this could save the MUA approximately \$3,000/4,000. The Personnel Committee then asked the Board for approval to extend the vacation time to 3 weeks annually for the Safety Officer position. A motion was made by Mr. Brilliant and seconded by Mr. Siddiqui to extend the vacation time to 3 weeks annually as of January 1, 2023 for the position of Safety/Regulatory Compliance Officer. A roll call vote was taken with Mr. Brilliant, Mr. Siddiqui, Ms. Sevastakis, Mrs. Clement and Mr. Valvano all casting affirmative votes. Another motion was made by Mr. Brilliant and seconded by Mr. Siddiqui to approve the posting and interviewing for training in advance of a foreman. A roll call vote was taken with Mr. Brilliant, Mr. Siddiqui, Ms. Sevastakis, Mrs. Clement and Mr. Valvano all casting affirmative votes.

Public Comments

The CFO reported another accident in front of the Authority and wished everyone a Happy Thanksgiving. Seeing no more 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 Ms. Sevastakis to adjourn the meeting at 4:52 p.m. A roll call vote was taken with Mrs. Clement, Ms. Sevastakis, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.