

**TOMS RIVER MUNICIPAL UTILITIES AUTHORITY**  
**Meeting Number Twelve Hundred Sixty One**

Agenda

December 13, 2022

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, December 13, 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

Mike Lee, Assistant Financial Officer

Nicholas Otten, Authority Engineer

Scott Tirella, Safety & Compliance Officer

Christina Diamante, Executive Assistant/Assistant Sec'y

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Meeting #1261 was called to order at 4:30 p.m., December 13, 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.

**Minutes of Meetings for Approval**

*A. Meeting #1260 - November 22, 2022 - New Submission*

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the minutes of Meeting #1260 November 22, 2022 as written. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Dr. Manforti abstained, he was absent from the November 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 \$828,355.80. A roll call vote was taken with Mrs. Clement, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Mr. Siddiqui voted yes with exception to check #11791, Dr. Manforti voted yes with exception to check # 11776.

### 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 Dr. Manforti to ratify the monthly transfer and investment resolutions. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui 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

There was no Funds for Investing report at the time of the meeting. Mr. Valvano asked for a motion and a second so when the principal payments for investing do come in the CFO has the authority to put them in the Ocean First Trust Account. A motion was made by Mr. Siddiqui and seconded by Dr. Manforti. A roll call vote was taken with Mr. Siddiqui, Dr. Manforti, Mr. Brilliant, Mrs. Clement 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, Dr. Manforti and Mr. Valvano all casting affirmative votes.

### **Development Applications-Major Sub Divisions**

There were no applications submitted for approval.

### **Authority Meeting**

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to cancel the Authority meeting scheduled for Thursday, December 29, 2022. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. The next Authority meeting was confirmed for Tuesday, January 24, 2023, 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 2023 adopted budget. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Dr. Manforti and seconded by Mr. Siddiqui to approve the transfers for 2022. A roll call vote was taken with Dr. Manforti, Mr. Siddiqui, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

## **9B - Unfinished Business**

Mr. Rutkowski discussed with the Board a correspondence received from a resident disputing their sewer bill and fixture count but based off past practices the Authority does not back refund and the Board agreed. He also added that the Rules & Regulations have been revised and emailed to all the Commissioners for review.

### **Committee Reports**

#### *Legal*

None. Mr. Zabarsky wished everyone a Merry Christmas and Happy New Year.

#### *Engineering & Technology*

None.

#### *Liaison to Township*

There was a misrepresentation that the MUA will no longer perform snow removal operations for the Township but the miscommunication has been cleared up.

#### *User Charge & Land*

None.

#### *Finance/Chairman*

Mr. Valvano announced the 2023 billing has gone out. He also reiterated that nothing has changed with our snow policy, we plow for government entities that pay us.

#### *Personnel*

The Personnel Committee reported that there has been one employee suspended for 30 days. Candidates were interviewed for the LMW position and an applicant was selected. Resumes are also still being collected for a trainee for the Pump Station foreman. Mrs. Clement then made a motion seconded by Mr. Brilliant to hire Atnan Ramadani as a Line Maintenance Worker on a 90 day probation period at 75% pay. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

### **Public Comments**

Seeing no public comments, Chairman Valvano closed the public portion of the meeting.

### **Correspondence**

Fire Dept District #2 sent a letter asking the Authority to be a secondary location to fuel up vehicles in case of emergency. A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to authorize a Shared Service agreement with Fire Department District #2 to buy fuel on an as needed basis. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

### **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 5:00 p.m. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.