

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Sixty Four

Agenda

March 28, 2023

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, March 28, 2023 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

Christina Diamante, Executive Assistant/Assistant Sec'y

Meeting #1264 was called to order at 4:30 p.m., March 28, 2023 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 #1263 - February 28, 2023 - New Submission

A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve the minutes of Meeting #1263 February 28, 2023 as written. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

B. Ex. Session #1263 - February 28, 2023 - New Submission

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the minutes of Ex. Session #1263 February 28, 2023 as written. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Disbursements

A motion was then made by Dr. Manforti and seconded by Mr. Siddiqui to approve payment of the Operating Expenses as listed in the amount of \$811,700.41. A roll call vote was taken with Mr. Siddiqui casting an affirmative vote. Dr. Manforti voted yes with exception to check #12058, Mr. Brilliant voted yes with exception to check #12038, Mrs. Clement voted yes with exception to check #12042 and Mr. Valvano voted yes with exception to check #12091.

Trust Fund for Contracts

A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve the release from the Trust Fund for Contracts as listed in the amount of \$7,807.90. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui 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, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Financial Reports

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

Finance & Investments: 6G

Commissioner Bilotta presented the report. A motion was made by Mrs. Clement and seconded by Mr. Brilliant to reinvest the available funds of \$5,598.10 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

The Finance Committee stated we will be moving \$750,000 to Lakeland Bank in a 12 month CD at 4.1% instead of the 2.25% we are currently getting at Manasquan Savings Bank, which is a \$14,000 increase in interest annually.

Operating Reports

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement that the operating reports 7A-7G were accepted as presented. Commissioner Manforti asked the Safety Officer, in regard to his report, for an update on the accident involving one of our vehicles. A roll call vote was then taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

Development Applications-Major Sub Divisions

A motion was made by Dr. Manforti and seconded by Mr. Brilliant to approve the preliminary application for Sub Division #D-1015A (Berkley Development Group/Jesus is Lord Fellowship) and Sub Division #D-1070 (David Walkin – Toms River, NJ). A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Authority Meeting

The next Authority meeting was confirmed for Tuesday, April 25, 2023, at 4:30 p.m. in the TRMUA conference room.

Adoption of Resolutions

A motion was made by Mrs. Clement and seconded by Dr. Manforti approving the following resolutions, 9A-2 through 9A-6 as follows:

9A-2 – Authorize the execution of the Shared Services agreement between the TRMUA and Lakewood Township Municipal Utilities Authority for 2023

9A-3 – Authorize the execution of the Shared Services agreement between the TRMUA and Beachwood Sewerage Authority for 2023

9A-4 – Authorize the execution of the Shared Services agreement between the TRMUA and Lacey Municipal Utilities Authority for 2023

9A-5 – Authorize the execution of the Shared Services agreement between the TRMUA and Borough of Ocean Gate for 2023

9A-6 – Authorize the execution of the Shared Services agreement between the TRMUA and Toms River Parking Authority for 2023

A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Mr. Siddiqui voted yes with exception to the Toms River Parking Authority Shared Service.

9A-7 – A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to authorize the QPA to enter into contracts for purchases and/or services with certain vendors under State contracts in 2023. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

9A-8 – A motion was made by Mrs. Clement and seconded by Dr. Manforti to authorize the QPA to enter into contracts for purchases and/or services with certain vendors under County contracts in 2023. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-9 – A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the extended summer hours schedule. 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 asked the Board to consider letting our Engineer, Mr. Otten, to stay overnight when he goes to the NJWEA conference to attend earlier classes. A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve Mr. Otten to stay over 1 night at the conference in Atlantic City. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes. Chairman Valvano then asked about the Wi-Fi issues that some of the Commissioners were having.

Committee Reports

Legal

General Counsel reported the court order was signed for the return of funds from the State Treasurer in the amount of \$13,500 from legal fees paid from the Green Island easement dispute.

Personnel

The Personnel Committee is recommending hiring part time scanners for the summer. They also announced they hired three Line Maintenance Workers who are on probation for 60 days. A motion was made by Dr. Manforti and seconded by Mr. Brilliant to approve the Personnel Committee to interview and hire two part time scanners at hourly rates not to exceed \$20. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Another motion was made by Mr. Brilliant and seconded by Dr. Manforti to approve the Personnel Committee to post internally, interview and hire a Foreman. A roll call vote was taken with Mr. Brilliant, Dr. Manforti, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Engineering/Technology/Regionalization

The Engineering Committee reported that the NJIB posted an article highlighting the TRMUA's I-bank project. Also, the IT department created an electronic manhole inspection report which will help the staff while in the field take pictures and enter information on their tablets instead of paper drawings.

Liaison to Township

None.

Land

None.

Finance/Chairman

Chairman Valvano started off by reminding that every investment held to maturity the TRMUA makes is risk free either by FDIC or Gupta insured. The Auditor will be coming in July to have their annual meeting with the Finance Committee, Executive Director and CFO. Mr. Valvano also reminded the Board to complete their MEL training that's due in May for a \$250 rebate with our insurance carrier. Lastly, he informed that Financial Disclosures are due soon and will be provided by the Township sometime after the April 15th tax filing.

Public Comments

Seeing no 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 Dr. Manforti and seconded by Mr. Brilliant to adjourn the meeting at 5:17 p.m. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.