

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Sixty Seven

Agenda

June 27, 2023

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, June 27, 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

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

Cindy Toye, Administrative Bookkeeping Specialist

Christina Diamante, Executive Assistant/Assistant Sec'y

Meeting #1267 was called to order at 4:30 p.m., June 27, 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 and Mr. Valvano were present. Mr. Siddiqui was absent.

Minutes of Meetings for Approval

A. Meeting #1266 - May 23, 2023 - New Submission

A motion was made by Dr. Manforti and seconded by Mr. Brilliant to approve the minutes of Meeting #1266 May 23, 2023 as written. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

Disbursements

A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve payment of the Operating Expenses as listed in the amount of \$1,759,981.29. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes. Dr. Manforti voted yes with exception to checks #12304, 12287, 12305 and 12330.

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, Dr. Manforti, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

Financial Reports

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

Finance & Investments: 6G

A motion was made by Mr. Bilotta and seconded by Mrs. Clement to reinvest the available funds of \$6,177.26 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

Operating Reports

A motion was made by Mrs. Clement and seconded by Mr. Brilliant that the operating reports 7A-7G were accepted as presented. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Bilotta and Mr. Valvano all casting affirmative votes. Commissioner Manforti then asked about a Worker's Compensation claim mentioned in one of the reports.

Development Applications-Major Sub Divisions

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

Another motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the prelim for Development Application #D-1019A (Crison Company – Morristown, NJ). A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

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

Authority Meeting

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

Adoption of Resolutions

9A-2 – A motion was made by Dr. Manforti and seconded by Mrs. Clement to authorize the termination of contract SRDR-02-20. A roll call vote was taken with Dr. Manforti, Mrs. Clement, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mr. Brilliant and seconded by Mr. Bilotta to authorize the execution of Shared Services between the TRMUA and Board of Fire Commissioners, Distract 1. A roll call vote was taken with Mr. Brilliant, Mr. Bilotta, Dr. Manforti, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

None.

Committee Reports

Engineering/Technology/Regionalization

The Engineering Committee didn't meet this month, nothing new to report. Mr. Rutkowski stated the boilers have been finished.

Legal

General Counsel informed they will be sending out a letter to T&T Commonwealth about the termination of their contract. He also reported in regard to the Rt. 70 Wendy's easement, him and the attorney on the project keep missing each other's calls so he will be sending out a letter by the end of the week instead.

Liaison to Township

None.

User Charge/Land

None.

Finance/Chairman

Chairman Valvano stated two important meetings coming up, the Teamsters Union rep will be here on August 10th to go over the Foreman contract and the Finance Committee will meet July 27th with the Auditor to go over revenue and budget. He again commented on the wonderful ongoing work updating the Conference Room and thanked all employees involved. He also reminded the F-150 hybrid truck that was ordered is still in transit to arrive. The OCUA has recently raised their rates 2% which will in return affect us. Mr. Valvano then announced the retirement of our CFO, he spoke kind words in her absence thanking her for teaching him a lot as well as her service to the TRMUA and wished her a happy & healthy retirement. Lastly, Mr. Valvano mentioned previous talk about consumption based billing and if it is something to consider in the future.

Personnel

Executive Session is needed.

Public Comments

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

Correspondence

None.

Resolution to Enter Executive Session

A motion was made by Mrs. Clement and seconded by Mr. Bilotta to adopt the resolution to enter Executive Session at 4:48 p.m. to discuss personnel matters, litigation/potential litigation and contractual matters. A roll call vote was taken with Mrs. Clement, Mr. Bilotta, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

Public Session Reconvened at 5:12 p.m.

Back in Public Session a motion was made by Mr. Bilotta and seconded by Mr. Brilliant to give a \$10,000 increase to the base salary of the Executive Assistant for additional tasks effective July 1, 2023. A roll call vote was taken with Mr. Bilotta, Mr. Brilliant, Dr. Manforti, Mrs. Clement and Mr. Valvano all casting affirmative votes.

Another motion was made by Mr. Bilotta and seconded by Mrs. Clement to place the Assistant CFO into the CFO position at a 40 hour work week with the hourly compensation remaining the same effective July 1, 2023. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

Another motion was made by Mr. Bilotta and seconded by Mrs. Clement to change the title of the Administrative Bookkeeping Specialist to Human Resource Manager with additional tasks incorporated from the Assistant CFO position including backing up the CFO at a salary of \$85,000 effective July 1, 2023. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

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 5:16 p.m. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Bilotta and Mr. Valvano all casting affirmative votes.