

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Sixty Nine

Agenda

August 22, 2023

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, August 22, 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	Lauren Holman, HFA
Tariq M. Siddiqui, Vice-Chairman	Larissa Pascual, HFA
Deborah L. Clement, Commissioner	
Philip I. Brilliant, Commissioner	
Dr. Alfonso J. Manforti, Commissioner	
Joseph G. Bilotta, Alt. Commissioner	
Katarina Sevastakis, Alt. Commissioner	
Bernard Rutkowski, Executive Director/Sec'y.-Treas.	
Jim Holzapfel, General Counsel	
Mike Lee, Chief Financial Officer	
Nicholas Otten, Authority Engineer	
Cindy Toye, Human Resources Manager	
Christina Diamante, Executive Assistant/Assistant Sec'y	

Meeting #1269 was called to order at 4:30 p.m., August 22, 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.

2A Audit Draft Review - 2022

Chairman Valvano introduced Lauren Holman from Holman Frenia Allison, who proceeded to present the 2022 audit draft. Ms. Holman reported that we had an increase in cash equivalence and a decrease in liabilities, she also reported that our net position and Authority capital have also increased from last year. In conclusion, there were no material witnesses, no significant deficiencies, it was a good year and a clean report.

Minutes of Meetings for Approval

A. Meeting #1268 - July 25, 2023 - New Submission

A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the minutes of Meeting #1268 July 25, 2023 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 as he was absent from the July meeting.

Disbursements

A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to approve payment of the Operating Expenses as listed in the amount of \$4,478,844.07. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Dr. Manforti voted yes with exception to check #12578 and #12626.

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 Mr. Brilliant and seconded by Mrs. Clement to reinvest the available funds of \$5,188.50 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Operating Reports

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

Development Applications-Major Sub Divisions

There were no applications submitted for approval.

Authority Meeting

The next Authority meeting was confirmed for Tuesday, September 26, 2023, at 4:30 p.m. in the TRMUA conference room.

Adoption of Resolutions

9A-2 – A motion was made by Mrs. Clement and seconded by Dr. Manforti to authorize the membership renewal for the New Jersey Utilities Authorities Joint Insurance Fund. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

Mr. Rutkowski spoke about an audit that FEMA performed on the TRMUA in relation to hurricane Sandy. After going through our claims and records, FEMA completed the audit which resulted in the federal

government owing us \$59,856. He also informed that we are getting a \$4,000 reimbursement for our electric vehicle from the BPU.

Committee Reports

Legal

None.

Engineering/Technology/Regionalization

None.

Land/User Charge

None.

Personnel

The Personnel Committee reported the scanners hired have been working out very well and we will be keeping them on until the end of the year. They have so far scanned 12,000 documents and will be moving on to the Engineering department next. The Personnel Committee will meet next to discuss the Org chart.

Liaison to Township

None.

Finance/Chairman

Chairman Valvano summarized that the 2022 Audit was a clean audit and the Authority is financially strong. He mentioned again that the OCUA has raised their rates 2% which affects us because the OCUA is 40% of our cost structure. Mr. Valvano also informed that the soil test came back clean after the removal of the 50 gallon tank. Lastly, he once again praised the renovation of the conference room and said there will be a positive letter going into the files of every employee that was involved.

Ad Hoc/Union

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. Brilliant to adopt the resolution to enter Executive Session at 5:03 p.m. to discuss personnel matters, litigation/potential litigation and contractual matters. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Public Session Reconvened at 5:18 p.m.

Back in Public Session a motion was made by Dr. Manforti and seconded by Mr. Brilliant to approve a 3 year Foreman's contract commencing on January 1, 2024, which includes removing the \$10 contribution towards dental, increasing the annual in-house reimbursement to \$2,000, a 3.5% increase each year of the agreement, removing the language that anyone hired after 2013 would not receive longevity and Foreman that

have earned a NJDEP collection license and maintain it annually will receive an incentive award in the amount of \$500 for C2, \$800 for C3 and \$1,000 for C4. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

The Executive Director also announced there was an election held and Franco Bramante will be the new shop steward for the Rank & File along with Kris Caporaso.

Adjournment

With no further business to come before the Board, a motion was made by Mr. Brilliant and seconded by Dr. Manforti to adjourn the meeting at 5:22 p.m. A roll call vote was taken with Mr. Brilliant, Dr. Manforti, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.