

**TOMS RIVER MUNICIPAL UTILITIES AUTHORITY**  
**Meeting Number Twelve Hundred Seventy**

Agenda

September 26, 2023

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, September 26, 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

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.

Steven Zabarsky, General Counsel

Mike Lee, Chief Financial Officer

Nicholas Otten, Authority Engineer

Scott Tirella, Safety & Compliance Officer

Cindy Toye, Human Resources Manager

Christina Diamante, Executive Assistant/Assistant Sec'y

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Meeting #1270 was called to order at 4:30 p.m., September 26, 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 #1269 - August 22, 2023 - New Submission*

A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve the minutes of Meeting #1269 August 22, 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 #1269 - August 22, 2023 - New Submission*

A motion was made by Dr. Manforti and seconded by Mrs. Clement to approve the minutes of Ex. Session #1269 August 22, 2023 as written. A roll call vote was taken with Dr. Manforti, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

### **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 \$517,527.08. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, and Mr. Valvano all casting affirmative votes. Dr. Manforti voted yes with exception to check #12678, #12649, and #12679.

### **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. 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, Dr. Manforti, 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 \$5,735.39 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.

### **Operating Reports**

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

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

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

### **Authority Meeting**

The next Authority meeting was confirmed for Tuesday, October 24, 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 Mr. Siddiqui to approve the advertise to bid for the Trenchless Point Repair Clamps. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Dr. Manforti and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Dr. Manforti and seconded by Mrs. Clement to authorize the execution to enter into a cooperative pricing agreement with Camden County Educational Services. A roll call vote was

taken with Dr. Manforti, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mr. Siddiqui and seconded by Dr. Manforti to authorize the execution and delivery of loan agreements from the NJIB. A roll call vote was taken with Mr. Siddiqui, Dr. Manforti, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9A-5 – A motion was made by Mr. Siddiqui and seconded by Dr. Manforti to authorize the advertisement for bids for the On-call Pavement Restoration contract. A roll call vote was taken with Mr. Siddiqui, Dr. Manforti, Mr. Brilliant, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9A-6 – A motion was made by Dr. Manforti and seconded by Mr. Brilliant to authorize the replacement of the hanging heaters portion of the HVAC system. A roll call vote was taken with Dr. Manforti, Mr. Brilliant, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-7 – A motion was made by Mrs. Clement and seconded by Mr. Brilliant to approve the 2022 audit. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Dr. Manforti, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-8 – A motion was made by Mrs. Clement and seconded by Dr. Manforti to approve the 5 year plan draft 2024-2029. 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 Mr. Brilliant and seconded by Dr. Manforti to approve the amended Org chart that includes the removal of the Director of Operations and Receptionist positions. A roll call vote was taken with Mr. Brilliant, Dr. Manforti, Mrs. Clement, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

## **9B - Unfinished Business**

The Executive Director informed the Board one of the recent retirees had a health issue but is doing well and recovering now.

### **Committee Reports**

#### Legal

None.

#### Personnel

The Org chart was previously discussed and approved. The Personnel Committee reported there was only one application that came in for the LMW position so far so at this time that position will not be addressed. A discussion then followed on employees eligible for retirement in the upcoming years as well as the status of the new LMW's and foreman.

#### Engineering/Regionalization/Technology

None.

#### Liaison to Township

None.

#### Land

None.

User Charge

The Finance Committee will be meeting with the User Charge Committee soon to discuss the rates.

Finance/Chairman

Chairman Valvano announced he signed the letter of praise to the employees who worked on the renovation of the conference room, a copy of the letter will be given to the employees as well as put into their files. He then reiterated that a dividend check from the CJIF is on its way to the Authority. Mr. Valvano then detailed an accident that occurred outside the Authority causing damage to our front property that is being fixed. He also noted that after the meeting all Board members will have to sign an affidavit pertaining to the audit. Lastly, Mr. Valvano discussed the United Auto Workers strike that is causing delays with vehicles but thankfully our order was already delivered to the dealer. The Executive Director then informed that the NJ League of Municipalities early bird sign up is due by September 30<sup>th</sup>, anyone interested in attending should let the Executive Secretary know.

**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 Mrs. Clement and seconded by Dr. Manforti to adjourn the meeting at 5:10 p.m. A roll call vote was taken with Mrs. Clement, Dr. Manforti, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.