

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

Agenda

November 28, 2023

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

Linda Sullivan-Hill, Court Reporter

Tariq M. Siddiqui, Vice-Chairman

Deborah L. Clement, 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, Chief Financial Officer

Nicholas Otten, Authority Engineer

Scott Tirella, Safety & Compliance Officer

Christina Diamante, Executive Assistant/Assistant Sec'y

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Meeting #1272 was called to order at 4:00 p.m., November 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, Mrs. Clement, Mr. Siddiqui and Mr. Valvano were present. Dr. Manforti was absent from the meeting.

**Public Hearing – Connection Fee & Sewer User Rate**

Chairman Valvano turned the meeting over to Mr. Zabarsky who presided over the Public Hearing for the Proposed 2024 Connection Fee and Sewer User Rate. A motion was made by Mrs. Clement and seconded by Mr. Brilliant to adopt the sewer user fees for the fiscal year 2024 for residential and non-residential. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Bilotta, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Another motion was made by Mr. Brilliant and seconded by Mrs. Clement to adopt the connection fee of \$3,108 for the Authority for the fiscal year 2024. A roll call vote was taken with Mr. Brilliant, Mrs. Clement, Mr. Bilotta, Mr. Siddiqui, and Mr. Valvano all casting affirmative votes. The public hearing concluded at 4:12 p.m.

A short recess took place before resuming the regularly scheduled meeting agenda at 4:30p.m.

## **Minutes of Meetings for Approval**

*A. Meeting #1271 - October 24, 2023 - New Submission*

A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to approve the minutes of Meeting #1271 October 24, 2023 as written. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

### **Disbursements**

A motion was made by Mr. Siddiqui and seconded by Mr. Brilliant to approve payment of the Operating Expenses as listed in the amount of \$4,700,203.52. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes. Mrs. Clement voted yes with exception to check #12807.

### **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. Bilotta to ratify the monthly transfer and investment resolutions. A roll call vote was taken with Mrs. Clement, Mr. Bilotta, Mr. Brilliant, 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, Mr. Bilotta, Mr. Siddiqui 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 \$5,054.11 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui 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, Mr. Bilotta 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, December 12, 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 Mr. Brilliant to authorize the execution to advertise for Professional Services for 2024. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Mr.

Bilotta, Mrs. Clement and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mr. Bilotta and seconded by Mrs. Clement to authorize the awarding of the bid contract for Trenchless Repair Clamps to Pipeline Renewal Technologies, LLC. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mrs. Clement and seconded by Mr. Siddiqui to authorize the execution of a Shared Service agreement between the TRMUA and the South Toms River Sewerage Authority for 2024. A roll call vote was taken with Mrs. Clement, Mr. Siddiqui, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

9A-5 – A motion was made by Mr. Siddiqui and seconded by Mrs. Clement to authorize the awarding of the bid contract for Supplemental Force Main 24. A roll call vote was taken with Mr. Siddiqui, Mrs. Clement, Mr. Brilliant, Mr. Bilotta and Mr. Valvano all casting affirmative votes.

9A-6 – A motion was made by Mrs. Clement and seconded by Mr. Bilotta to authorize the execution of the late budget submittal. A roll call vote was taken with Mrs. Clement, Mr. Bilotta, Mr. Brilliant, 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 draft 2024 budget. A roll call vote was taken with Mrs. Clement, Mr. Brilliant, Mr. Bilotta, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-8 – A motion was made by Mrs. Clement and seconded by Mr. Bilotta to approve the updates to the TRMUA Personnel Policies and Procedures manual. A roll call vote was taken with Mrs. Clement, Mr. Bilotta, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

**9B - Unfinished Business**

None

**Committee Reports**

*Legal*

None.

*Personnel*

None.

*Engineering/Technology/Regionalization*

There was no Engineering Committee meeting this month but the permit for the Pump Station 15 bulkhead has been received and advertising for the project will be posted soon. The Shared Service agreement for South Toms River Sewerage Authority was approved.

*User Charge*

There was a successful Rate Hearing today.

*Land*

None.

Finance/Chairman

Chairman Valvano reported, as stated in the packet, there were no active vulnerabilities concerning our technology systems. Mr. Valvano then reminded that in the updated Personnel Policy and Procedures manual that was approved tonight, even though we do not have a penalty for marijuana it is a federal violation for a CDL, and any employee who tests positive for it will have to go to a substance abuse professional and cannot drive until they are cleared from the SAP.

**Public Comments**

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

**Correspondence**

None.

**Resolution to Enter Executive Session**

A motion was made by Mr. Bilotta and seconded by Mrs. Clement to adopt the resolution to enter Executive Session at 4:47 p.m. to discuss personnel matters, litigation/potential litigation and contractual matters. A roll call vote was taken with Mr. Bilotta, Mrs. Clement, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

**Public Session Reconvened at 5:19 p.m.**

**Adjournment**

With no further business to come before the Board, a motion was made by Mrs. Clement and seconded by Mr. Bilotta to adjourn the meeting at 5:19 p.m. A roll call vote was taken with Mrs. Clement, Mr. Bilotta, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.