

TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Eighty Seven

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, February 25, 2025 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	Allen Dittenhofer/MOP
Tariq M. Siddiqui, Vice-Chairman	Janet Laing/MOP
Philip I. Brilliant, Commissioner	
Joseph G. Bilotta, Commissioner	
Kim A. Pascarella, Commissioner	
Katarina Sevastakis, Alt. Commissioner	
Bernard Rutkowski, Executive Director/Sec'y.-Treas.	
Joseph D. Coronato, General Counsel	
Mike Lee, Chief Financial Officer	
Cindy Toye, Human Resources Manager	
Christina Diamante, Executive Assistant/Assistant Sec'y	

The re-organization Meeting #1287 was called to order at 4:30 p.m., February 25, 2025 by Executive Director, Bernard Rutkowski.

Ms. Diamante, Executive Assistant, reported that in accordance with the Open Public Meetings Law, P. L. 1975, c. 231, notice of this meeting was posted in the Asbury Park Press, The Star Ledger, filed with the township Clerk's Office, posted on the Township bulletin board and the Authority bulletin board.

Ms. Diamante called the roll. Ms. Sevastakis, Mr. Pascarella, Mr. Bilotta, Mr. Brilliant, Mr. Siddiqui and Mr. Valvano were present. Mr. Ellenbogen was absent.

Oath of Office

At this time, the Oath of Office was administered to the present Commissioners collectively by the Authority's attorney, Joseph D. Coronato.

Election of Officers for 2025

Chairman

Mr. Rutkowski asked for nominations for the position of Chairperson. Mr. Siddiqui nominated Charles Valvano to serve as Chairman of the Board for 2025 and was seconded by Mr. Bilotta. The motion was carried out by a unanimous voice vote.

Vice-Chairman

Mr. Valvano asked for nominations for the position of Vice-Chairperson. Mr. Bilotta nominated Tariq Siddiqui to serve as Vice-Chairperson for 2025 and was seconded by Mr. Brilliant. A roll call vote was taken with Mr. Bilotta, Mr. Brilliant, Mr. Pascarella, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Secretary-Treasurer

Mr. Valvano made a motion for Bernard Rutkowski to serve as Secretary/Treasurer for 2025 and seconded by Mr. Bilotta. A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Assistant Secretary

Mr. Valvano made a motion for Christina Diamante to serve as Assistant Secretary for 2025 and seconded by Mr.

Bilotta. A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Assistant Treasurer

Mr. Valvano made a motion for Mike Lee to serve as Assistant Treasurer for 2025 and seconded by Mr. Bilotta. A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Appointment of Professionals for 2025

General Counsel

A motion was made by Mr. Valvano and seconded by Mr. Siddiqui to award a professional contract to Coronato Law Firm as General Counsel for the year 2025 as presented in the resolution. A roll call vote was taken with Mr. Valvano, Mr. Siddiqui, Mr. Pascarella, Mr. Bilotta and Mr. Brilliant all casting affirmative votes.

Labor Counsel

A motion was made by Mr. Valvano and seconded by Mr. Siddiqui to award a professional contract to Coronato Law Firm as Labor Counsel for the year 2025 as presented in the resolution. A roll call vote was taken with Mr. Valvano, Mr. Siddiqui, Mr. Pascarella, Mr. Bilotta and Mr. Brilliant all casting affirmative votes.

Bond Counsel

A motion was made by Mr. Valvano and seconded by Mr. Bilotta to award professional contracts for Bond Counsel Pool to the following firms for the year 2025 as presented in the resolution:

- a. Dilworth Paxson LLP
- b. Wilentz, Goldman & Spitzer
- c. Malamut Associates, LLC
- d. Parker McCay

A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Auditor

A motion was made by Mr. Valvano and seconded by Mr. Brilliant to award a professional contract to Holman, Frenia, Allison, P.C. for Auditing services for the year 2025 as presented in the resolution. A roll call vote was taken with Mr. Valvano, Mr. Brilliant, Mr. Pascarella, Mr. Bilotta and Mr. Siddiqui all casting affirmative votes.

Financial Consultants

A motion was made by Mr. Valvano and seconded by Mr. Bilotta to award a professional contract to the following firms for Financial Consultants Pool for the year 2025 as presented in the resolution:

- a. Acacia Financial Group
- b. Phoenix Advisors
- c. NW Financial Group LLC

A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Underwriter

A motion was made by Mr. Valvano and seconded by Mr. Brilliant to award a professional contract to the following firms for Underwriter Consultants Pool for the year 2025 as presented in the resolution:

- a. Stifel Nicolaus & Company, Inc.
- b. NW Capital Markets INC

A roll call vote was taken with Mr. Valvano, Mr. Brilliant, Mr. Pascarella, Mr. Bilotta and Mr. Siddiqui all casting affirmative votes.

Engineering Consultants

A motion was made by Mr. Valvano and seconded by Mr. Siddiqui to award a professional contract to the following firms for Engineering Consulting Pool for the year 2025 as presented in the resolution:

- a. Colliers Engineering & Design, Inc.
- b. T&M Associates
- c. Remington & Vernick
- d. Owen Little & Associates
- e. D. Desmond Corp.
- f. Alaimo Group Consulting Engineers
- g. French & Parrello Associates
- h. ARH Associates
- i. Morgan Engineering

A roll call vote was taken with Mr. Valvano, Mr. Siddiqui, Mr. Pascarella and Mr. Bilotta all casting affirmative votes. Mr. Brilliant voted yes with an exception to Colliers Engineering & Design, Owen Little & Associates and French & Parrello Associates.

Depository Institutions

A motion was made by Mr. Valvano and seconded by Mr. Bilotta to appoint the following Commercial Banks for the year 2025 as presented below:

- Amboy National Bank
- Citizens Bank
- TD Bank
- Ocean First Bank (Custodial Services)
- Bank of America
- JP Morgan Chase
- Wells Fargo Bank
- PNC Bank
- Santander Bank
- Provident Bank
- First Commerce Bank

A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Newspapers of Record for 2025

A motion was made by Mr. Valvano and seconded by Mr. Bilotta to appoint the official newspapers of record for the year 2025 as presented in the resolution; Asbury Park Press, The Newark Star Ledger and The Press of Atlantic City. A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

2025 Annual Meeting Schedule

A motion was made by Mr. Valvano and seconded by Mr. Bilotta to approve the Annual Meeting Schedule, with the amending of the April meeting from the 22nd to the 29th, presented for the year 2025. A roll call vote was taken with Mr. Valvano, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

2025 PACO Officer

A motion was made by Mr. Valvano and seconded by Mr. Brilliant to designate Bernard Rutkowski as the 2025 Public Agency Compliance Officer for the Toms River Municipal Utilities Authority for a period of one year as presented in the resolution. A roll call vote was taken with Mr. Valvano, Mr. Brilliant, Mr. Pascarella, Mr. Bilotta and Mr. Siddiqui all casting affirmative votes.

Committee Appointments for 2025

Chairman Valvano presented the Commissioners with a list of his 2025 Committees. Since there were no questions or conflicts to discuss, the Committees will stand as presented by the Chairman. The appointed committees are as follows:

- Legal - Kim Pascarella, Chair; Katarina Sevastakis, Alt
- Finance - Charles Valvano, Chair; Joseph Bilotta, Alt
- Personnel - Joseph Bilotta, Chair; Sam Ellenbogen, Alt
- Engineering & Technology - Tariq Siddiqui, Chair; Philip Brilliant, Alt
- Liaison to Township - Kim Pascarella, Chair; Sam Ellenbogen, Alt
- User Charge - Philip Brilliant, Chair; Open, Alt
- Land - Philip Brilliant, Chair; Katarina Sevastakis, Alt
- AD HOC/Union Contracts - Charles Valvano, Chair; Kim Pascarella, Alt
- Regionalization - Tariq Siddiqui, Chair; Joe Bilotta, Alt

Correspondence

The Executive Director read a letter thanking the Board for their generous offer extending his contract at last month's meeting, however, he feels it is best at this time, for the TRMUA, that he stays in his current contract and revisits the matter at a later date.

Minutes of Meetings for Approval

An Executive Session is needed.

Disbursements

A motion was made by Mr. Brilliant and seconded by Mr. Bilotta to approve payment of the Operating Expenses as listed in the amount of \$4,264,472.77. A roll call vote was taken with Mr. Brilliant, Mr. Bilotta, Mr. Pascarella, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Trust Fund for Contracts

None at this time.

Ratification of Monthly Transfer & Investment Resolutions

A motion was made by Mr. Bilotta and seconded by Mr. Brilliant to ratify the monthly transfer and investment resolutions. A roll call vote was taken with Mr. Bilotta, Mr. Brilliant, Mr. Pascarella, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Financial Reports

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

Finance & Investments: 6G

A motion was made by Mr. Bilotta and seconded by Mr. Brilliant to reinvest the available funds of \$5,782.80 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Bilotta, Mr. Brilliant, Mr. Pascarella, 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, Mr. Pascarella, 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, March 25, 2025 at 4:30 p.m.

Adoption of Resolutions/Capital Purchases

9A-2 – A motion was made by Mr. Brilliant and seconded by Mr. Bilotta to award the On-Call Roadway Restoration contract to L&L Paving Company, Inc. pending attorney review. A roll call vote was taken with Mr. Brilliant, Mr. Bilotta, Mr. Pascarella, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mr. Bilotta and seconded by Mr. Brilliant to authorize advertising for (1) Cues Sanitary Sewer Inspection camera. A roll call vote was taken with Mr. Bilotta, Mr. Brilliant, Mr. Pascarella, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to adopt the 5 Year Capital & Rate Stabilization Plan 2026-2030. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

9A-5 – A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to adopt the Cash Management & Investment Policy. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

None.

Committee Reports

Legal

General Counsel stated he reviewed the recent bid, just needs to talk with the Executive Director about it.

Personnel

An Executive Session is needed. The Personnel Committee is also looking for permission to hire another Line Maintenance Worker since a current LMO has given his resignation letter. A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to post, interview and hire for an additional LMW. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

Engineering/Technology/Regionalization

The Engineering Committee had nothing new to report. The Executive Director shared that he received a letter last month from PDS concerning a force main down Whitesville Rd. that will service Jackson MUA's pump station. This will remove our station and theirs from sharing a force main. He also shared there was discovery of a salt water intrusion at PS15, a manhole had a lot of bay water coming into it. A few million gallons were flowing in and degrading the wet well and pumps but the crews did a great job stopping the flow and the hole was plugged up today.

User Charge/Land

None.

Finance/Chairman

Chairman Valvano welcomed our new Commissioner, Kim Pascarella to the Board. Commissioner Pascarella asked the Board if they would consider adding another Committee to help assist the Executive Director with the revamping of the fuel dispensing system. A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to add to the list of 2025 Committees a new Ad Hoc committee with Mr. Pascarella as the Chair. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Mr. Valvano then concluded by reminding the Board to take the MEL training course where if you watch a 35 minute video the Authority receives a \$250 insurance credit per member who participates.

Public Comments

Allen Dittenhofer of Remington & Vernick Engineers thanked the MUA for their long standing work relationship. Janet Laing, a resident at 37 Cedar Drive, inquired about our fuel fob usage system. Seeing no further public comments, Chairman Valvano closed the public portion of the meeting.

Resolution to Enter Executive Session

A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to adopt the resolution to enter Executive Session at 5:05 p.m. to discuss personnel matters, litigation/potential litigation and contractual matters. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

Public Session Reconvened at 5:34 p.m.

Back in Public Session a motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to rescind all financial increases from last month's meeting to be revisited at a later date. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Mr. Pascarella abstained as he was not at the January meeting. Mr. Brilliant voted no.

Another motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to eliminate any changes made to the Organization chart at last month's meeting and to revisit them in the future. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Mr. Pascarella abstained as he was not at the January meeting. Mr. Brilliant voted no.

Another motion was made by Mr. Bilotta and seconded by Mr. Siddiqui for the IT Director to maintain what was approved at last month's meeting. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui, Mr. Brilliant and Mr. Valvano all casting affirmative votes. Mr. Pascarella abstained as he was not at the January meeting.

A motion was made by Mr. Bilotta and seconded by Mr. Siddiqui to approve the minutes of Meeting #1286 January 28, 2025 and the minutes of Ex. Session #1286 January 28, 2025 after the amendments are made by the motions made in today's meeting. A roll call vote was taken with Mr. Bilotta, Mr. Siddiqui and Mr. Valvano all casting affirmative votes. Mr. Pascarella abstained as he was not at the January meeting. Mr. Brilliant voted no.

Adjournment

With no further business to come before the Board, a motion was made by Mr. Siddiqui and seconded by Mr. Bilotta to adjourn the meeting at 5:37 p.m. A roll call vote was taken with Mr. Siddiqui, Mr. Bilotta, Mr. Pascarella, Mr. Brilliant and Mr. Valvano all casting affirmative votes.