TOMS RIVER MUNICIPAL UTILITIES AUTHORITY
Meeting Number Twelve Hundred Ninety One

The regular meeting of the Toms River Municipal Utilities Authority was held on Tuesday, June 24, 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

Tariq M. Siddiqui, Vice-Chairman

Philip I. Brilliant, Commissioner

Kim A. Pascarella, Commissioner

James Braaten, Commissioner

Sam Ellenbogen, Alt. Commissioner

Bernard Rutkowski, Executive Director/Sec'y.-Treas.

Joseph D. Coronato, General Counsel

Mike Lee, Chief Financial Officer

Greg Myhre, Safety & Compliance Officer

Cindy Toye, Human Resources Manager

Christina Diamante, Executive Assistant/Assistant Sec'y

Meeting #1291 was called to order at 4:30 p.m., June 24, 2025 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 in the Asbury Park Press, The Star Ledger, The Press of Atlantic City, filed with the township Clerk's Office, posted on the Township bulletin board and the Authority bulletin board.

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

Minutes of Meetings for Approval

A. Meeting #1290 - May 27, 2025 - New Submission

A motion was made by Mr. Brilliant and seconded by Mr. Pascarella to approve the minutes of Meeting #1290 May 27, 2025 as written. A roll call vote was taken with Mr. Brilliant, Mr. Pascarella, Mr. Braaten and Mr. Valvano all casting affirmative votes. Mr. Siddiqui abstained as he was absent from the May meeting.

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 $553,309.85. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Mr. Braaten, Mr. Pascarella and Mr. Valvano all casting affirmative votes.

Trust Fund for Contracts

A motion was made by Mr. Siddiqui and seconded by Mr. Pascarella to approve the release from the Trust Fund for Contracts as listed in the amount of $2,847.44. A roll call vote was taken with Mr. Siddiqui, Mr. Pascarella, Mr. Braaten, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

Ratification of Monthly Transfer & Investment Resolutions

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

Financial Reports

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

Finance & Investments: 6G

A motion was made by Mr. Valvano and seconded by Mr. Pascarella to reinvest the available funds of $3,581.10 into the Ocean First Trust Custodial Account. A roll call vote was taken with Mr. Valvano, Mr. Pascarella, Mr. Braaten, Mr. Brilliant and Mr. Siddiqui 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. Mr. Rutkowski informed the Board about a bad grease stoppage discovered on Hospital Drive, detailed in the Executive Director's report, and commended the crew for their great job maintaining it. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Mr. Braaten, Mr. Pascarella 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, July 22, 2025, at 4:30 p.m.

Adoption of Resolutions

9A-2 – A motion was made by Mr. Siddiqui and seconded by Mr. Pascarella to authorize the purchase and installation of a chain link fence for the back property. A roll call vote was taken with Mr. Siddiqui, Mr. Pascarella, Mr. Braaten, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

9A-3 – A motion was made by Mr. Siddiqui and seconded by Mr. Brilliant to authorize the purchase of (1) salt spreader storage tank. A roll call vote was taken with Mr. Siddiqui, Mr. Brilliant, Mr. Braaten, Mr. Pascarella and Mr. Valvano all casting affirmative votes.

9A-4 – A motion was made by Mr. Siddiqui and seconded by Mr. Pascarella to authorize the 2025 auction sale of surplus property. A roll call vote was taken with Mr. Siddiqui, Mr. Pascarella, Mr. Braaten, Mr. Brilliant and Mr. Valvano all casting affirmative votes.

9B - Unfinished Business

The Executive Director discussed with the Board the possibility of hiring a grant writer. There would be no cost up front, instead they receive a percentage of the grant money they find. Mr. Rutkowski suggested he can do more research on it and bring the idea back to the Board to discuss further in the future.

Committee Reports

Legal

General Counsel had a conversation with Ms. Toye, the Human Resources Manager, about an employee which will be discussed in Executive Session. There will also be a Hold Harmless agreement needed for a marina that repair work will be done on soon.

Personnel

An Executive Session is needed.

Engineering/Regionalization/Technology

The Engineering Committee had a meeting where they went over all upcoming projects. Documents were finally received from the NJIB for the Lining Project so we can now move forward with that. Hopefully going to advertise and bid in July and award it in August.

Land

None.

Union/Ad Hoc

The Authority was prepared to meet in July but the Union/Union reps would like to do it in August so dates were given for all parties to agree upon.

Fuel

The new fob system is ready for July 15th but the School Board Administrator asked to move it until after August 7th because there is still a lot of buses used for summer sessions. The new color coded fob system will be a short term solution for the fuel but a long term solution, with newer equipment, will be worked out next year. Entities will be asked to fill out a spreadsheet with a master list of all their vehicles and VIN numbers and they will trade in their old fobs for new ones.

Finance/Chairman

Chairman Valvano reported we are waiting to see what the OCUA will do with their rates so we can factor that in to our rate conversations later in the year.

Public Comments

Chairman Valvano asked if we have cameras in the front and rear parking lots for car damage purposes. The Executive Director stated that we do, in fact the police frequently ask to view them for accidents at the intersection, however, they only have a 30 day storage time frame then it overwrites. Seeing no more public comments, Chairman Valvano closed the public portion of the meeting.

Correspondence

Mrs. Caporaso in the billing department received a very nice written compliment for how well she dealt with a customer, a copy of that will go into her personnel file. Foreman Billy McDonald and his crew received a written compliment from the yacht club for taking care of a stoppage over Memorial Day weekend. Lastly, the Executive Director congratulated two employees who announced the birth of their twins.

Resolution to Enter Executive Session

A motion was made by Mr. Brilliant and seconded by Mr. Pascarella to adopt the resolution to enter Executive

Session at 5:02 p.m. to discuss personnel matters, litigation/potential litigation and contractual matters. A roll call vote was taken with Mr. Brilliant, Mr. Pascarella, Mr. Braaten, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.

Public Session Reconvened at 5:37 p.m.

Back in public session, a motion was made by Mr. Valvano and seconded by Mr. Braaten to notify an employee, who is requesting an extension of unpaid leave of absence, by certified letter that they have to return to work on June 30th, and if they are unable to do so they no longer have employment here. Furthermore, if said individual is no longer employed here, the Executive Director is given authority to post, interview and hire a Line Maintenance Worker as of July 1st. A roll call vote was taken with Mr. Valvano, Mr. Braaten, Mr. Pascarella, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Another motion was made by Mr. Valvano and seconded by Mr. Pascarella to give the Executive Director the authority to interview and hire a summer intern to replace the previous intern, at the same pay. A roll call vote was taken with Mr. Valvano, Mr. Pascarella, Mr. Braaten, Mr. Brilliant and Mr. Siddiqui all casting affirmative votes.

Adjournment

With no further business to come before the Board, a motion was made by Mr. Brilliant and seconded by Mr. Pascarella to adjourn the meeting at 5:41 p.m. A roll call vote was taken with Mr. Brilliant, Mr. Pascarella, Mr. Braaten, Mr. Siddiqui and Mr. Valvano all casting affirmative votes.