

MINUTES
TOWNSHIP OF MIDDLETOWN SEWERAGE AUTHORITY
ADMINISTRATION OFFICE
100 BEVERLY WAY, BELFORD, NJ 07718
CAUCUS AND REGULAR MEETINGS

DATE OF MEETING: April 21, 2014

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 8:00 PM, by Chairperson Bouw with the announcement that the notice requirement provided for in the Open Public Meetings Act has been satisfied. Notice of this meeting was properly given and the meeting date was published in the A.P. Press on February 24, 2014 & The Two River Times on February 28, 2014. This notice has been posted at the TOMSA Administration Building, the Middletown Township Municipal Building, and filed with the Township Clerk.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

On roll call, the following members were present: Mr. Rogers; Mr. Ostrander; Mr. Stokes; Mrs. Bouw; Mr. Zapcic; Mrs. Smith & Mr. Wrede. Also in attendance were: Raymond Nierstedt, Executive Director; Brian Rischman, Staff Engineer; Bryan Hrycyk, Plant Superintendent; George Nole, Maintenance Manager; Richard C. Leahey, Jr, Esq., Counselor; William Meyler, C.P.A.; & John Van Dorpe, Engineer.

2014 PUBLIC HEARING ON REVISED
SERVICE FEE SCHEDULE:

PUBLIC COMMENTS:

There were no public comments.

2014 REVISED SERVICE FEE SCHEDULE:

Res. 32/14 Adoption of 2014 Revised Service Fee Schedule. It was moved to be adopted by Mr. Zapcic & seconded by Mr. Rogers. On roll call. Mr. Rogers, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 32/14.

MINUTES OF REGULAR MEETING:

The March 17, 2014 meeting minutes were moved to be adopted by Mr. Zapcic & seconded by Mrs. Smith. On roll call Mr. Rogers, Mr. Zapcic, Mr. Wrede, Mrs. Smith & Mrs. Bouw voted yes.

CONSENT AGENDA:

Mr. Nierstedt announced consideration of a Consent Agenda and asked if anyone had a desire to discuss an individual item that it would be removed from the Consent Agenda. It was moved to be adopted by Mr. Wrede & seconded by Mr. Rogers. On roll call, Mr. Zapcic, Mr. Rogers, Mr. Wrede, Mrs. Smith & Mrs. Bouw voted yes. Carried to adopt Res. 33/14 to 36/14.

TREASURER'S REPORT:

OPERATING BILLS:

Res.33/14 Approving Payment of Operating Bills in the amount of \$ 728,870.80.

CONSTRUCTION FUND:

Res.34/14 Approving Payment of Construction Fund bills in the amount of \$175,340.26.

REVENUE FUND REQ.:

Res. 35/14 Approving Revenue Fund req. 4/2014 in the amount of \$953,870.80.

GENERAL FUND:

Res. 36/14 Approving Transfer from the General Fund to the Construction Fund in the amount of \$175,340.26.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Hurricane Sandy Support Services
MCC/Generator /Co-Gen Evaluation Study
→ Main Street Repair/Replacement Evaluation
Report
Pump Station Emergency Facilities
Evaluation
Pump Station Susceptibility to Flooding
Evaluation
Emory Drive Pump Station Force Main
Emory Drive Pump Station Improvements
NJEIT Funded Projects
Control Building Floor Slab Repair

ENGINEER'S SUB-DIVISION REPORT:

Preliminary & Final Application:

Res. 37/14 Approving the Preliminary & Final Application for #425, Memorial Hospital for Cancer and Allied Diseases. It was moved to be adopted by Mr. Zapcic & seconded by Mr. Wrede. On roll call, Mr. Rogers, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 37/14.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

April 14, 2014 report was reviewed.

COASTAL DISCHARGERS SETTLEMENT:

Res. 38/14 Approving the Settlement of the Authorities NJPDES System Permit Appeal and Authorizing the Executive Director to Execute all Necessary Settlement Documents. It was moved to be adopted by Mr. Zapcic & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 38/14.

HIRING RESOLUTION:

Res. 39/14 to Hire Jessie Matthews as a Probationary Employee in the Maintenance Department. It was moved to be adopted by Mr. Zapcic & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 39/14.

CONSTRUCTION FUND ANALYSIS:

Analysis of Funds available and six (6) month Projections were reviewed.

BUDGET ANALYSIS:

Operating Budget Analysis Thru February 28, 2014 was reviewed.

STAFF ENGINEER'S REPORT:

Report for April 8, 2014 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for April 2014 were reviewed.

PUBLIC COMMENTS:

There were no public comments.

EXECUTIVE SESSION:

Mr. Zapcic motioned, seconded by Mr. Rogers, at 9:38 PM to go into Executive Session to discuss matters of personnel and litigation. All members agreed and results to be made at the appropriate time. Mr. Zapcic motioned, seconded by Mr. Rogers at 10:08 PM to come out of Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Zapcic motioned & seconded by Mr. Stokes, at 10:16 P.M. to adjourn the meeting. All members agreed.

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