

MINUTES
TOWNSHIP OF MIDDLETOWN SEWERAGE AUTHORITY
ADMINISTRATION OFFICE
CENTER AVENUE, BELFORD, NJ 07718
CAUCUS AND REGULAR MEETINGS

DATE OF MEETING: August 9, 2012

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 7:30 p.m., (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 was published in the A.P. Press on February 14, 2012 & the Two River Times on February 10, 2012. 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; Mrs. Smith; Mrs. Bouw; Mr. DeMarco; Mr. Stokes & Mr. Wrede. Also in attendance were: Patrick Parkinson, Executive Director; Raymond Nierstedt, Manager; Bryan Hrycyk, Plant Superintendent; George Nole, Miantenance Manager; Richard C. Leahey, Jr; Counselor; William Meyler, CPA; & John Van Dorpe, Engineer. Peter Soriero, Risk Manager.

PLANT TOUR

Mr. Hinckley arrived at 7:55 P.M.

MINUTES OF REGULAR MEETING:

The minutes of meeting of July 19, 2012 was moved to be adopted by Mr. Stokes & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mr. Hinckley, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes.

SIX MONTH AUDIT REPORT:

Res. 55/12 Approving Amendment to 2012 Operating Budget and Submitting to N.J. Dept of Community Affairs Division of Local Government Services 6 Month Audit. It was moved to be adopted by Mr. Hinckley & seconded by Mr. Rogers. On roll call, Mr. Hinckley, Mr. Rogers, Mrs. Smith, Mr. Stokes, & Mrs. Bouw voted yes. Carried to adopt Res. 55/12.

CONSENT AGENDA:

Mr. Parkinson 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 by Mrs. Smith & seconded by Mr. Hinckley. On roll call, Mr. Rogers, Mr. Stokes, Mr. Hinckley, Mrs. Smith, & Mrs. Bouw voted yes. Carried to adopt Res.56/12 to 59/12.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 56/12 Approving Payment of Operating Bills in the amount of \$ 326,100.21.

CONSTRUCTION FUND:

Res.57/12 Approving Payment of Construction Fund bills in the amount of \$86,372.00.

REVENUE FUND REQ.:

Res. 58/12 Approving Revenue Fund req. 8/2012 in the amount of \$476,100.21

GENERAL FUND:

Res. 59/12 Approving Transfer from the General Fund to the Construction Fund in the amount of \$86,372.00.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Digester Gas Energy Project
AHHRSA Force Main Connection
2012 Collection System Dig-up Project

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

August 2, 2012 report was reviewed.

AWARD OF CONTRACT:

Res. 60/12 Awarding of Contract for the Supply of Polymer to **POLYDYNE INC.** for **\$1.69/lb** the Lowest Qualified Bidder for one year. It was moved to be adopted by Mr. Stokes & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes & Mrs. Bouw & Mr. Hinckley voted yes. Carried to adopt Res. 60/12.

JIF MEMBERSHIP RENEWAL:

Res. 61/12 Authorizing Agreement to Renew Membership in the New Jersey Utilities Authority Joint Insurance Fund from January 1, 2013 to January 1, 2016. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call Mr. Hinckley, Mr. Rogers, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res. 61/12.

KEY INDICATORS PRESENTATION:

Key Indicators 1H2012 was reviewed.

FLOOD INSURANCE:

Risk Manager's Letter was reviewed.

CONSTRUCTION FUND ANALYSIS:

Analysis of Funds available and six (6) month Projection was reviewed.

BUDGET ANALYSIS:

Operating Budget Analysis Thru June 30, 2012 was reviewed.

MANAGERS REPORT:

Monthly report August 2, 2012 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for August 2, 2012 was reviewed.

PUBLIC COMMENTS:

Linda Baum of May Court, Middletown, asked the Authority if it was possible to reschedule the August meeting for 8:00 PM because of Plant Tour. Ms. Baum commented on the flood insurance presentation and inquired as to the JIF insurance coverage provided for the Authority.

EXECUTIVE SESSION:

Mr. Stokes motioned, seconded by Mr. Hinckley, at 8:59 P.M., 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. Hinckley motioned, seconded by Mr. Stokes at 9:10 P.M. to come out of Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Hinckley motioned & seconded by Mr. Stokes, at 9:10 PM, to adjourn the meeting. All members agreed.

 9/18/12