

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

DATE OF MEETING: December 13, 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 the meeting date was published in the A.P. Press on February 14, 2012 & the Two River Times on February 12, 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: Mrs. Smith; Mr. Hinckley; Mrs. Bouw; Mr. DeMarco; & Mr. Wrede. Also in attendance were: Patrick Parkinson, Executive Director; Raymond Nierstedt, Manager; Bryan Hrycyk, Plant Superintendent; George Nole, Maintenance Manager; Richard C. Leahey, Jr; Counselor; William Meyler, CPA; & John Van Dorpe, Engineer. Mr. Rogers & Mr. Stokes were absent.

2013 BUDGET PUBLIC HEARING

PUBLIC COMMENTS:

Linda Baum, May Court, Middletown, commented if there was a CFO for the Authority and was the Authority budget impacted by Hurricane Sandy.

2013 BUDGET ADOPTION:

Res. 82/12 Adoption of 2013 Budget to be Forwarded to N.J. Department of Community Affairs. It was moved to be adopted by Mr. Wrede. & seconded by Mr. Hinckley. On roll call, Mr. DeMarco, Mr. Hinckley, Mrs. Smith, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 82/12.

MINUTES OF REGULAR MEETING:

The minutes of meeting of November 15, 2012 was moved to be adopted by Mrs. Smith & seconded by Mr. Wrede. On roll call, Mr. DeMarco, Mr. Wrede, Mrs. Smith & Mrs. Bouw voted yes.

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. DeMarco, Mr. Hinckley, Mr. Wrede, Mrs. Smith, & Mrs. Bouw voted yes. Carried to adopt Res.83/12 to 86/12 & revised 69/12 and 75/12.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 83/12, Revised 69/12 & Revised 75/12 Approving Payment of Operating Bills in the amount of \$ 502,553.24.

CONSTRUCTION FUND:

Res.84/12 Approving Payment of Construction Fund bills in the amount of \$270,309.18.

REVENUE FUND REQ.:

Res. 85/12 Approving Revenue Fund req. 12/2012 in the amount of \$498,626.95

GENERAL FUND:

Res. 86/12 Approving Transfer from the General Fund to the Construction Fund in the amount of \$270,309.18.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Digester Gas Energy Project
AHHRSA Force Main Connection

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

December 6, 2012 report was reviewed.

RISK MANAGER N.J.U.A.J.I.F.

Res. 87/12 Naming Risk Management Consultant for 1 Year 1/1/13-12/31/13. It was moved to be adopted by Mr. Hinckley & seconded by Mrs. Smith. On roll call, Mr. DeMarco, Mrs. Smith, Mr. Hinckley, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 87/12.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru October 31, 2012 was reviewed.

MANAGERS REPORT:

Monthly report December 6, 2012 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for December 6, 2012 was reviewed.

PUBLIC COMMENTS:

Ms. Linda Baum of May Court, Middletown, made comments regarding the official newspapers; risk manager renewal. Commented that Authority did a good job collecting fees through June 30, 2012.

EXECUTIVE SESSION:

Mr. Hinckley motioned, seconded by Mrs. Smith, at 8:03 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. Wrede motioned, seconded by Mrs. Smith at 9:55 P.M. to come out of Executive Session.

Res. 88/12 Appointing Raymond Nierstedt as Executive Director. It was moved to be adopted by Mr. Hinckley & seconded by Mrs. Smith. On roll call, Mr. DeMarco, Mr. Hinckley, Mrs. Smith, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 88/12.

ADJOURNMENT:

There being no further business to discuss, Mr. Wrede motioned & seconded by Mr. Hinckley, at 10:00 PM, to adjourn the meeting. All members agreed.