

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

DATE OF MEETING: January 10, 2013

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: Mr. Rogers; Mr. Hinckley; Mrs. Bouw; Mr. DeMarco; Mrs. Stokes & Mr. Wrede. Also in attendance were: Raymond Nierstedt, Executive Director; Bryan Hrycyk, Plant Superintendent; George Nole, Maintenance Manager; Richard C. Leahey, Jr; Counselor; William Meyler, CPA; & John Van Dorpe, Engineer. Mrs. Smith was absent.

MINUTES OF REGULAR MEETING:

The minutes of meeting of December 13, 2012 was moved to be adopted by Mr. Hinckley & seconded by Mr. Rogers. On roll call, Mr. DeMarco, Mr. Wrede, Mr. Hinckley & Mrs. Bouw voted yes.

The minutes of special meeting of December 27, 2012 were moved to be adopted by Mr. Hinckley & seconded by Mr. Stokes. On roll call, Mr. DeMarco, Mr. Hinckley, Mr. Rogers, Mr. Wrede & 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 by Mr. Hinckley & seconded by Mr. Wrede. On roll call, Mr. Rogers, Mr. Hinckley, Mr. Wrede, Mr. Stokes, & Mrs. Bouw voted yes. Carried to adopt Res.01/13 to 04/13.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 01/13 Approving Payment of Operating Bills in the amount of \$ 595,457.88.

CONSTRUCTION FUND:

Res.02/13 Approving Payment of Construction Fund bills in the amount of \$53,590.48.

REVENUE FUND REQ.:

Res. 03/13 Approving Revenue Fund req. 01/2013 in the amount of \$745,457.88.

GENERAL FUND:

Res. 04/13 Approving Transfer from the General Fund to the Construction Fund in the amount of \$53,590.48.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Digester Gas Energy Project
AHHRSA Force Main Connection

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

January 3, 2013 report was reviewed.

**APPROVAL OF HIRE
PROBATIONARY EMPLOYEE:**

Res. 5/13 Authorizing Hiring of John Allen as Probationary Employee. It was moved to be adopted by Mr. Stokes & seconded by Mr. Hinckley. On roll call, Mr. Hinckley, Mr. Rogers, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 5/13.

UNION CONTRACT APPROVAL:

Res. 6/13 Authorizing Approval of Union Contract. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Hinckley, Mr. Rogers, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 6/13.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru November 30, 2012 was reviewed.

MANAGERS REPORT:

Monthly report January 2, 2013 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for January 2, 2013 was reviewed.

PUBLIC COMMENTS:

Ms. Linda Baum of May Court, Middletown, made comments regarding the heating vent in the conference room.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Rogers motioned & seconded by Mr. Wrede, at 8:04 PM, to adjourn the meeting. All members agreed.