

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

DATE OF MEETING: June 16, 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. Ostrander; Mr. Stokes; Mrs. Bouw; Mr. Rogers; Mrs. Smith & Mr. Wrede. Also in attendance were: Raymond Nierstedt, Executive Director; Brian Rischman, Staff Engineer; Bryan Hrycyk, Plant Superintendent; Richard C. Leahey, Jr, Esq., Counselor; William Meyler, C.P.A.; & John Van Dorpe, Engineer. Mr. Zapcic & Mr. Nole were absent.

PUBLIC HEARING:

Amendments of Schedule of Sewer Charges 40:14 A-8 Rates and Service Charges was discussed.

INTRODUCTION:

Affidavits of Publication Asbury Park Press 5/27/14 and Two River Times 5/30/14.

TESTIMONY:

Calculation of Fees was reviewed.

2013 AUDIT:

Presentation: William A. Meyler, C.P.A.

**2013 ATLANTIC HIGHLANDS/
HIGHLANDS COST ANALYSIS:**

Presentation: William A. Meyler, C.P.A.

AMENDMENTS OF SERVICE CHARGES:

Res. 51/14 Approving Amendment to Sewer Charges Connection Fee. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 51/14.

MINUTES OF REGULAR MEETING:

The May 18, 2014 meeting minutes were moved to be adopted by Mr. Stokes & seconded by Mr. Wrede. On roll call Mrs. Smith, Mr. Wrede, Mr. Stokes & 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. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mr. Stokes, Mr. Wrede, Mrs. Smith & Mrs. Bouw voted yes. Carried to adopt Res. 52/14 to 55/14.

TREASURER'S REPORT:

OPERATING BILLS:

Res.52/14 Approving Payment of Operating Bills in the amount of \$ 569,180.65.

CONSTRUCTION FUND:

Res.53/14 Approving Payment of Construction Fund bills in the amount of \$42,642.84.

REVENUE FUND REQ.:

Res. 54/14 Approving Revenue Fund req. 6/2014 in the amount of \$794,180.65.

GENERAL FUND:

Res. 55/14 Approving Transfer from the General Fund to the Construction Fund in the amount of \$42,642.84.

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
2014 Annual Contract for Sanitary Sewer System and Service Lateral Repairs
2014 Annual Contract for Sanitary Sewer Cleaning and TV Inspection

ENGINEER'S SUB-DIVISION REPORT:

Preliminary & Final Applications:

Res.56/14 Approving the Preliminary and Final Applications for Subdivision #418, Atlantic Pier Co., Inc., 25 First Avenue, Atlantic Highlands, NJ 07716. It was moved to be adopted by Mr. Stokes & seconded by Mr. Wrede. On roll call, Mr. Rogers, Mrs. Smith, Mr Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 56/14.

Preliminary & Final Applications:

Res. 57/14 Approving the Preliminary & Final Applications for Subdivision #426, Peter Allegra, 767 Main, LLC, 767 Main Street, Belford, NJ 07718. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 57/14.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

June 9, 2014 report was reviewed.

**PUMP STATION ALARM
SYSTEM UPGRADE**

Res. 58/14 Authorizing Morehouse Engineering Inc. to Perform Extraordinary and Unspecifiable Services. It was moved to be adopted by Mr. Stokes & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mr. Stokes, Mrs. Smith, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 58/14.

HIRING RESOLUTION:

Res. 59/14 Authorizing the Hiring of Jayson Hasbrouck as a Probationary Employee. It was moved to be adopted by Mr. Wrede & seconded by Mr. Stokes. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 59/14.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru April 30, 2014 was reviewed.

STAFF ENGINEER'S REPORT:

Report for June 4, 2014 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for May 2014 were reviewed.

PUBLIC COMMENTS:

Linda Baum, 19 May Court, Middletown made comments regarding the operation of the Authority.

EXECUTIVE SESSION:

Mr. Stokes motioned, seconded by Mr. Rogers, at 9:20 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. Stokes motioned, seconded by Mr. Wrede at 10:00 P.M. to come out of Executive Session. Executive Session adjourned.

Public Session - 10:00 P.M.

Res. 61/14 The Authority passed a resolution to repair an aging sluice gate to avoid the involvement of state agencies and maintain the safe and efficient operation of the Authority. It was moved to be adopted by Mr. Stokes & seconded by Mr. Ostrander. On roll call, Mr. Rogers, Mrs. Smith, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 61/14.

ADJOURNMENT:

There being no further business to discuss, Mr. Stokes motioned & seconded by Mr. Ostrander, at 10:35 P.M. to adjourn the meeting. All members agreed.

