

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

DATE OF MEETING: May 10, 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 & Two River Times 2/12/2012. 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. 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, Maintenance Manager; Richard C. Leahey, Jr; Counselor; William Meyler, CPA; & John Van Dorpe, Engineer.

MINUTES OF REGULAR MEETING:

The minutes of meeting of April 19, 2012 was moved to be adopted by Mr. Stokes & seconded by Mr. Hinckley. On roll call, Mr. Rogers, Mr. Hinckley, Mrs. Smith, Mr. Stokes & 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. Stokes. On roll call, Mr. Rogers, Mr. Stokes, Mr. Hinckley, Mrs. Smith, & Mrs. Bouw voted yes. Carried to adopt Res.33/12 to 36/12.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 33/12 Approving Payment of Operating Bills in the amount of \$ 401,530.21.

CONSTRUCTION FUND:

Res.34/12 Approving Payment of Construction Fund bills in the amount of \$39,199.42.

REVENUE FUND REQ.:

Res. 35/12 Approving Revenue Fund req. 5/2012 in the amount of \$551,530.21.

GENERAL FUND:

Res. 36/12 Approving Transfer from the General Fund to the Construction Fund in the amount of \$39,199.42.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Digester Gas Energy Project
AHHRSA Force Main Connection Capacity Study
Basin No. 5 GPS Project
2012 Collection System Dig-up Project
Aerial Crossing Rehabilitation Project

**2011 AUDIT REPORT
GROUP AFFIDAVIT:**

Res. 37/12 accepting 2011 audit, and signing group affidavit. 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. 37/12.

ADVERTISE - PUBLIC HEARING:

Res. 38/12 Authorizing Exec. Director to Advertise for Public Hearing 6/14/12 on the 2012 Connection Fee Amendment. It was moved to be adopted by Mrs. Smith & seconded by Mr. Stokes. On toll call, Mr. Hinckley, Mr. Rogers, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res. 38/12.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

May 2, 2012 report was reviewed.

KEY INDICATORS

1st Quarter 2012 was reviewed.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru March 31, 2012 was reviewed.

MANAGERS REPORT:

Monthly report May 2, 2012 was reviewed.

MAINTENANCE DEPARTMENT:

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

PUBLIC COMMENTS:

Ms. Linda Baum of May Court, Middletown, made several comments on various issues to the Board. She was advised that if she required additional information she could request it through the OPRA process.

EXECUTIVE SESSION:

Mr. Stokes motioned, seconded by Mr. Wrede, at 8:03 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. Rogers at 9:16 PM to ome out of Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Rogers motioned & seconded by Mr. Stokes, at 9:16 P.M., to adjourn the meeting. All members agreed.

By W/L 6/15/12