

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

DATE OF MEETING: April 19, 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; George Nole; Maintenance Manager; Richard C. Leahey, Jr; Counselor; William Meyler, CPA; & John Van Dorpe, Engineer. Mr. Nierstedt & Mr. Hrycyk were absent.

**MINUTES OF REGULAR MEETING:**

The minutes of meeting of March 8, 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.

**2011 AUDIT:**

Presentation : William A. Meyler, CPA was reviewed.

**2011 ATLANTIC HIGHLANDS/  
HIGHLANDS COST ANALYSIS:**

Presentation: William A. Meyler, CPA was reviewed.

**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 Mr. Stokes & seconded by Mrs. Smith. On roll call, Mr. Rogers, Mr. Stokes, Mr. Hinckley, Mrs. Smith, & Mrs. Bouw voted yes. Carried to adopt Res.27/12 to 30/12.

**TREASURER'S REPORT:**

**OPERATING BILLS:**

Res. 27/12 Approving Payment of Operating Bills in the amount of \$ 646,764.64.

**CONSTRUCTION FUND:**

Res.28/12 Approving Payment of Construction Fund bills in the amount of \$58,858.26.

**REVENUE FUND REQ.:**

Res. 29/12 Approving Revenue Fund req. 4/2012 in the amount of \$796,764.64.

**GENERAL FUND:**

Res. 30/12 Approving Transfer from the General Fund to the Construction Fund in the amount of \$58,858.26.

**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

**EXECUTIVE DIRECTOR'S REPORT:**

**MONTHLY STATUS REPORT:**

April 4, 2012 report was reviewed.

**TOWNSHIP APPROPRIATION TRANSFER:**

Res. 31/12 Approving Township Appropriation Transfer/Amendment to 2012 Operating Budget/SS9 Revision. It was moved to be adopted by Mr. Hinckley & seconded by Mr. Stokes. On roll call, Mr. Hinckley, Mr. Rogers, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res. 31/12.

VIDEO RECORDING OF OPEN  
PUBLIC MEETINGS:

Res. 32/12 Approving the Video Recording of Open Public Meetings Policy. It was moved to be adopted by Mt. Rogers & seconded by Mr. Stokes. On roll call, Mr. Hinckley, Mr. Rogers, Mrs. Smith, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res. 32/12.

MCBOA EMERGENCY RESPONSE  
EQUIPMENT:

Review March 23, 2012 Letter.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru February 29, 2012 was reviewed.

MANAGERS REPORT:

Monthly report April 4, 2012 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for April 4, 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:

There was no Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Hinckley motioned & seconded by Mr. Stokes, at 8:13 P.M., to adjourn the meeting. All members agreed.

 5/11/12