

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

DATE OF MEETING: December 16, 2013

MEETING CALLED TO ORDER:

The Caucus and Regular Meetings of the Township of Middletown Sewerage Authority were called to order at 8:00 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 November 30, 2013 and the Two River Times on December 6, 2013. 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. Zapcic; Mrs. Bouw; 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, CPA & John Van Dorpe, Engineer. Mr. Rogers, Mr. Stokes & Mr. Nole were absent.

Mr. DeMarco arrived at 8:03 P.M.

2014 BUDGET PUBLIC HEARING:

PUBLIC COMMENTS:

There were no public comments.

2014 BUDGET ADOPTION:

Res. 82/13 Adoption of 2014 Budget to be Forwarded to N.J. Department of Community Affairs. It was moved to be adopted by Mr. Wrede & seconded by Mrs. Smith. On roll call, Mr. DeMarco, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 82/13.

MINUTES OF REGULAR MEETING:

The minutes of meeting of November 21, 2013 were moved to be adopted by Mrs. Smith & seconded by Mr. Zapcic. On roll call Mr. DeMarco, Mrs. Smith, Mr. Wrede, Mr. Zapcic & 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 Mrs. Smith & seconded by Mr. Zapcic. On roll call, Mrs. Smith, Mr. Zapcic, Mr. Wrede, Mr. DeMarco & Mrs. Bouw voted yes. Carried to adopt Res.83/13 to 86/13.

TREASURER'S REPORT:

OPERATING BILLS:

Res.83/13 Approving Payment of Operating Bills in the amount of \$ 673,480.01.

CONSTRUCTION FUND:

Res.84/13 Approving Payment of Construction Fund bills in the amount of \$23,987.25.

REVENUE FUND REQ.:

Res. 85/13 Approving Revenue Fund req. 12/2013 in the amount of \$898,480.01.

GENERAL FUND:

Res. 86/13 Approving Transfer from the General Fund to the Construction Fund in the amount of \$23,987.25.

ENGINEER'S STATUS REPORT:

The following items were discussed:

Hurricane Sandy Support Services
Deepdale Drive Sanitary Sewer
Manhole Erosion Emergency Repair
MCC/Generator /Co-Gen Evaluation Study
Aerial Crossing Sewer Rehabilitation Project
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

ENGINEER'S SUB-DIVISION REPORT:

None

AWARD OF CONTRACT:

Res. 87/13 Awarding the Contract for Emory Drive Pump Station Modifications. It was moved to be adopted by Mr. Wrede & seconded by Mrs. Smith. On roll call, Mr. DeMarco, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 87/13.

**2014 OPERATING BUDGET
INTRODUCTION (REVISED)**

Res. 88/13 Authorizing Introduction of 2014 Operating Budget, to be Forwarded to N.J. Division of Local Government Services for Review (Revised). It was moved to be adopted by Mrs. Smith & seconded by Mr. Zapcic. On roll call, Mr. DeMarco, Mrs. Smith, Mr. Wrede, Mr. Zapcic & Mrs. Bouw voted yes. Carried to adopt Res. 88/13.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

December 6, 2013 report was reviewed.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru October 31, 2013 was reviewed.

STAFF ENGINEER'S REPORT:

Report for December 6, 2013 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for November 2013 were reviewed.

PUBLIC COMMENTS:

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

EXECUTIVE SESSION:

Mr. Wrede motioned, seconded by Mr. Zapcic, at 8:50 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. Mrs. Smith motioned, seconded by Mr. Wrede at 9:48 P.M. to come out of Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. DeMarco motioned & seconded by Mrs. Smith, at 9:50 P.M. to adjourn the meeting. All members agreed.