

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

DATE OF MEETING: November 10, 2011

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 12, 2011. 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. Stokes, Mrs. Bouw & Mr. Wrede. Also in attendance were: Patrick Parkinson, Executive Director; Raymond Nierstedt, Manager; Bryan Hrycyk, Plant Superintendent; George Nole; Maintenance Manager; William Meyler, CPA; Richard C. Leahey, Jr; Counselor; John Van Dorp; Engineer. Mr. Hinckley & Mrs. Smith were absent.

MINUTES OF REGULAR MEETING:

The minutes of meeting of September 29, 2011 was moved to be adopted by Mr. Wrede & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes.

The minutes of meeting of October 13, 2011 was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mr. Stokes, Mr. Wrede & 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 Mr. Wrede & seconded by Mr Rogers. On roll call, Mr. Rogers, Mr. Wrede, Mr. Stokes & Mrs. Bouw voted yes. Carried to adopt Res.71/11 to 74/11.

TREASURER'S REPORT:

OPERATING BILLS:

Res. 71/11 Approving Payment of Operating Bills in the amount of \$ 270,809.17.

CONSTRUCTION FUND:

Res.72/11 Approving Payment of Construction Fund bills in the amount of \$306,375,79.

REVENUE FUND REQ.:

Res. 73/11 Approving Revenue Fund req. 11/2011 in the amount of \$420,809.17.

GENERAL FUND:

Res. 74/11 Approving Transfer from the General Fund to the Construction Fund in the amount of \$175,901.07.

ENGINEER'S STATUS REPORT:

The following items were discussed:
Waste Water Treatment Plant Upgrade Project I & I Project - Basin Nos. 11,14 & 15
Digester Gas Energy Prelim.-Eng. Study

**ENGINEER'S SUB-DIVISION REPORT
PRELIMINARY & FINAL APPLICATION:**

Res. 75/11 Approving the Preliminary & Final Application for #410 Atlantic Avenue Sub-Division. It was moved to be adopted by Mr. Stokes & seconded by Mr. Wrede. On roll call Mr. Rogers, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 75/11.

EXECUTIVE DIRECTOR'S REPORT:

MONTHLY STATUS REPORT:

November 2, 2011 report was reviewed.

AWARD OF CONTRACT:

Res. 76/11 Awarding of Contract for Purchase of Sewer Line/Lateral Maintenance Vehicle to BROWN'S HUNTERDON INTERNATIONAL LLC for \$108,499 the Lowest Qualified Bidder. It was moved to be adopted by Mr. Stokes & seconded by Mr. Rogers. On roll call, Mr. Rogers, Mr. Stokes, Mr. Wrede & Mrs. Bouw voted yes. Carried to adopt Res. 76/11.

KEY INDICATORS PRESENTATION:

Review Key Indicators thru 3d Qtr 2011.

CONSTRUCTION FUND ANALYSIS:

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

BUDGET ANALYSIS:

Operating Budget Analysis Thru September 30, 2011 was reviewed.

MANAGERS REPORT:

Monthly report November 2, 2011 was reviewed.

MAINTENANCE DEPARTMENT:

Project Report/work orders for November 2, 2011 was reviewed.

PUBLIC COMMENTS:

Ms. Linda Baum of May Court, Middletown commented on minutes and public access to TOMSA information.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

There being no further business to discuss, Mr. Rogers motioned & seconded by Mr. Stokes, at 8:03 P.M., to adjourn the meeting. All members agreed.



12/2/11