

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

OCTOBER 26, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. MEETING CALLED TO ORDER AT 5:00 PM

The meeting of the Raritan Township Municipal Utilities Authority (RTMUA) was called to order stating that the meeting had been advertised in accordance with the Open Public Meetings Act setting forth the time with the RTMUA office as the place of said meeting. It was further stated that a copy of the Agenda was posted on the RTMUA office bulletin board.

2. ATTENDANCE ROLL CALL:

Mr. Kendzulak, Jr.	Here
Mr. Mangin	Here
Mr. Reiner	Absent
Mrs. Robitzski	Here
Mr. Tully	Here

Also present were Raymond Frank, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran & Thompson; C. Gregory Watts, Esquire, Watts, Tice & Skowronek.

3. PLEDGE OF ALLEGIANCE

Mr. Tully – Before we go to Applications, I'd like to go into Closed Session for purposes of discussing Contractual Matters with Flemington Borough and our Permit with DEP.

Mr. Kendzulak, Jr. made a motion to adjourn into Closed Session for the above stated purpose and Mrs. Robitzski seconded the motion. Closed Session was from 5:02 pm – 6:15 pm.

(tape recording of the meeting after Closed Session malfunctioned)

4. APPLICATIONS:

None

5. RESOLUTIONS:

Resolution #2021-61 Introduction of FY 2022 Budget

Mrs. Robitzski made a motion to approve Resolution #2021 – 61, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-62 Establishment of Administrative Salaries

Mrs. Robitzski made a motion to approve Resolution #2021 – 62, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-63 Authorization to Execute Memorandum of Understanding between Raritan Township Municipal Utilities Authority and Borough of Flemington Concerning Debt Service Payments

Mr. Mangin made a motion to approve Resolution #2021 – 63, Mrs. Robitzski seconded the motion.

Resolution #2021-64 Endorsing Modification to Renewal and Replacement Reserve Fund

Mr. Kendzulak, Jr. made a motion to approve Resolution #2021 – 64, Mrs. Robitzski seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-65 Resolution for Renewal of Membership in the New Jersey Utility Authorities Joint Insurance Fund

Mr. Mangin made a motion to approve Resolution #2021 – 65, Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-66 Appointment of Risk Management Consultant

Mr. Kendzulak, Jr. made a motion to approve Resolution #2021 – 66, Mrs. Robitzski seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

Resolution #2021-67 Approval of and Authorization to Execute Amendment to Agreement for Reservation of Wastewater Treatment Capacity, Seivo Associates, LLC

Mr. Kendzulak, Jr. made a motion to approve Resolution #2021 – 67, Mrs. Robitzski seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

6. Approval of Minutes: Minutes of September 29, 2021 Meeting

Mr. Kendzulak, Jr. made a motion to approve the minutes from the September 29, 2021 meeting. Mr. Mangin seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Abstain
	Mr. Tully	-	Yes

7. Treasurer's Report / Payment of Bills:

Mr. Kendzulak, Jr. - The bills totaled \$447,749.63; everything appears to be in order. The last bright orange page, you'll see we're at 72.66%, conservatively saying, we're through the end of September, nine months through the fiscal year, and that would be 75% so we're under that and we're doing pretty good. I feel comfortable with where we are.

Mrs. Robitzski made a motion to approve the payment of bills. Mr. Kendzulak, Jr. seconded the motion.

Roll call vote:	Mr. Kendzulak, Jr.	-	Yes
	Mr. Mangin	-	Yes
	Mr. Reiner	-	Absent
	Mrs. Robitzski	-	Yes
	Mr. Tully	-	Yes

8. **Citizens' Privilege:**

None

9. **Adjourn into Closed Session by Motion, if Needed**

10. **Adjournment of Regular Meeting:**

Mr. Kendzulak, Jr. made a motion to adjourn the Regular Meeting. Mrs. Robitzski seconded the motion. All were in favor.

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

OCTOBER 26, 2021

365 Old York Road, Flemington, New Jersey
(908) 782-7453 Office (908) 782-7466 Fax

1. **The Work Session** of the Raritan Township Municipal Utilities Authority will be called to order upon the adjournment of the Regular Meeting.

2. **Correspondence:**

None

3. **Unfinished Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

a) Attorney – None

b) Engineer –

Mr. Madden – We submitted the Quarterly Capacity Evaluation; the quarter was a wet quarter which is unusual. We had to replace a sensor on one of the flow meters.

6. **RTMUA REPORTS:**

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report –

Mr. Kendzulak, Jr. – I see that Readington Township and Johanna Foods flows are over. Mr. Madden, you and Mr. Watts are still working on the draft for the surcharge for exceedances?

Mr. Madden – Yes.

- a) Overtime Recap
 - b) Septage / Greywater Recap
- 2. Laboratory Summary - ok
 - 3. Maintenance Summary - ok
 - 4. Readington Flows
- b) COMMISSIONERS' COMMENTS
- None

Discussion:

- a) 3rd Quarter 2021 Capacity Evaluation
- Previously addressed.

8. Adjourn into Closed Session by Motion, if Needed

9. Adjournment of Work Session:

Mrs. Robitzski made a motion to adjourn the Work Session. Mr. Kendzulak, Jr. seconded the motion. All were in favor. The Meeting ended at 6:46 pm.