

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

APRIL 20, 2023

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. Anclien	Here
Mr. Hazard	Here
Mr. Scipione	Here
Mr. Sipos	Here
Mr. Tully	Here

Also present were Raymond Frank, RTMUA Chief Operator; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran & Thompson; Jason Sena, Esquire, Archer & Greiner.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2023 – 32 Resolution of Raritan Township Municipal Utilities Authority Declaring its Official Intent to Reimburse Expenditures for Project Costs from the Proceeds of Debt Obligations

Mr. Ancien made a motion to approve Resolution #2023 – 32, Mr. Sipos seconded the motion.

Roll call vote:	Mr. Ancien	-	Yes
	Mr. Hazard	-	Yes
	Mr. Scipione	-	Yes
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

Resolution #2023 – 33 Series 2023 Supplemental Bond Resolution of the Raritan Township Municipal Utilities Authority Supplementing and Amending Certain Provisions of the Authority's General Bond Resolution Duly Adopted June 17, 2010, and Providing for the Issuance of Not to Exceed \$2,000,000 Principal Amount of 2023 Sewer System Revenue Bonds, in One or More Series of the Raritan Township Municipal Utilities Authority to be Issued through the New Jersey Infrastructure Bank

Mr. Ancien made a motion to approve Resolution #2023 - 33, Mr. Scipione seconded the motion.

Roll call vote:	Mr. Ancien	-	Yes
	Mr. Hazard	-	Yes
	Mr. Scipione	-	Yes
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

6. **APPROVAL OF MINUTES:** Minutes of March 16, 2023

Mr. Sipos made a motion to approve the minutes from the March 16, 2023 meeting. Mr. Scipione seconded the motion.

Roll call vote:	Mr. Anclien	-	Yes
	Mr. Hazard	-	Absent
	Mr. Scipione	-	Yes
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

7. **Treasurer's Report / Payment of Bills:**

Mr. Anclien - The bills totaled \$587,229.74; everything appears to be in order. If you look at the last purple page, we are at 30.86% of the budget, compared to 32.27% last year.

Mr. Sipos made a motion to approve the payment of bills. Mr. Scipione seconded the motion.

Roll call vote:	Mr. Anclien	-	Yes
	Mr. Hazard	-	Absent
	Mr. Scipione	-	Yes
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

Mr. Anclien – Do you want me to report quickly on the Exit Conference with the Auditor today?

Mr. Tully – Yes.

Mr. Anclien – Mr. Hazard, Mr. Frank, Mrs. Gano, and I met with the three people from the CPA firm regarding the audit. It was a clean audit. We talked about if we will go with a modified one or go without one; the two items are for them to come up with a number for the pension and post-retirement benefits. The second week of May they will begin the 2022 audit.

Mr. Hazard – We are clean and financially healthy for 2021.

Mr. Scipione – What held 2021 up?

Mr. Hazard – The State of New Jersey. Our people can do our work, the State of New Jersey is behind.

Mr. Tully – They State is playing catch up. It sounds like they are about a year behind.

8. **Citizens' Privilege:**

None

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

10. **Adjournment of Regular Meeting:**

Mr. Anclien made a motion to adjourn the Regular Meeting. Mr. Hazard seconded the motion. All were in favor.

**RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES**

APRIL 20, 2023

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

APPROVED

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

The Board called the Auditor to discuss the audit in conjunction with the State's delay. It was decided that the Audit would be issued without the updated numbers which would result in a modified opinion instead of an unmodified opinion. The Auditor felt this would not have a negative impact in any aspect for the Authority.

2. **Correspondence:**

None

3. **Unfinished Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

a) Attorney – None

b) Engineer –

Mr. Madden – Discussed the 1st Quarter 2023 Capacity Evaluation Report. He stated that when it comes to the unallocated flow, it is a negative number; if everything went on line, the Authority would be over it's daily capacity, based on average. In actual flow, it is running about 2.9 MGD as a twelve-month rolling average. They are working with the iBank and finalizing the design for the new mechanical bar screen and the belt filter press rehabilitation. The Stormwater Prevention Plan has been modified. The sludge holding tank project will begin in May.

6. RTMUA REPORTS:

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report –

Mr. Frank – Went over his report.

a) Overtime Recap

b) Septage / Greywater Recap

2. Laboratory Summary

3. Maintenance Summary

4. Readington Flows

b) COMMISSIONERS' COMMENTS

None

7. Discussion:

a) 1st Quarter 2023 Capacity Evaluation

Previously discussed.

b) Block 37 Lot 3.01; Great American Railroad Capacity Correction

It was discussed that in researching the files, it was discovered that the account should show an allocation of eight EDUs instead of one EDU. A resolution ratifying the correction and back billing will be at the May 2023 meeting.

8. Adjourn into Closed Session by Motion, if Needed

Mr. Tully – I would like to go into Closed Session for the purpose of discussing Labor Negotiations with Teamsters Local 469, and contract negotiations and pending litigation regarding Readington Township, and we do not anticipate any official action will be taken once we come out of Closed Session.

Mr. Scipione made a motion to adjourn into Closed Session for the above stated purpose and Mr. Anclien seconded the motion. Closed Session was from 5:30 pm – 7:10 pm.

9. **Adjournment of Work Session:**

Mr. Hazard made a motion to adjourn the Work Session. Mr. Sipos seconded the motion. All were in favor. The Meeting ended at 7:11 pm.