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RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
REGULAR MEETING MINUTES

APPROVED

JUNE 15, 2023

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

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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. Ancien	Here
Mr. Hazard	Absent
Mr. Scipione	Here (arrived at 5:07)
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; Nicholas DePaolo, Esquire, Archer & Greiner.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2023 - 38      Authorization to Advertise for Chemicals and Receive Bids for the Purchase of Chemicals

Mr. Anclien made a motion to approve Resolution #2023 – 38, Mr. Sipos seconded the motion.

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

Resolution #2023 – 39      Authorization to Advertise and Receive Bids for Flemington Wet Weather Facility Equalization Tank Rehabilitation and Flow Metering Improvements

Mr. Sipos made a motion to approve Resolution #2023 – 39, Mr. Anclien seconded the motion.

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

Resolution #2023 – 40      Approval of and Authorization to Execute Agreement for Transfer of Wastewater Treatment Capacity and Assignment of Agreement for Reservation of Wastewater Treatment Capacity Meadow Run, Inc. to Countryside Properties, LLC (Block 74 Lot 5.39)

Mr. Anclien made a motion to approve Resolution #2023 – 40, Mr. Sipos seconded the motion.

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

Resolution #2023 – 41      Water Systems PFAS Liability Protection Act

Mr. Sipos made a motion to approve Resolution #2023 – 41, Mr. Ancien seconded the motion.

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

6. **Approval of Minutes:** Minutes of May 18, 2023 and  
Minutes of Special Meeting of June 8, 2023

Mr. Anclien made a motion to approve the minutes from the May 18, 2023 meeting. Mr. Sipos seconded the motion.

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

Mr. Scipione made a motion to approve the minutes from the June 8, 2023 special meeting. Mr. Anclien seconded the motion.

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

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

Mr. Anclien - The bills totaled \$527,491.07; everything appears to be in order.

Mr. Tully – It is almost right where it was from last year.

Mr. Anclien – We are about one and three quarters percent off, but it is the timing and a couple of extra things got thrown in there.

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

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

**8. Citizens' Privilege:**

None

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

**10. Adjournment of Regular Meeting:**

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



RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY  
WORK SESSION MINUTES

APPROVED

JUNE 15, 2023

365 Old York Road, Flemington, New Jersey  
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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:**

- a) Mr. Michael Cragin of Bowman & Company, LLP to Board of Commissioners regarding Annual Letter of Audit Information and Non – Audit Services

Mr. Tully – This discusses the non – audit services they provide us with, and I do not believe we need to take action on it. If you ever have any questions for Mr. Cragin, reach out to him, he usually gets back to you right away, he is very good.

3. **Unfinished Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

- a) Attorney –

None

- b) Engineer –

Mr. Madden – Discussed that he and Mr. Anclien had been part of an online discussion with the Infrastructure Bank.

There was a general discussion about the Special Meeting on June 8, 2023 for the influent pumps and that Mr. Sciss has ordered the pumps.

Mr. Madden – Continued to discuss the low precipitation, I & I, flows, and metering. Also discussed was the sludge holding tank rehabilitation, diffusers, the Stormwater Pollution Plan, the close-out paperwork for the

septage receiving tank cleaning and continuing to wait for the final paperwork for the driveway paving project. The generator project was discussed; specifically, that CAT/Foley approached RTMUA with the potential of using the generator during high band use periods. Mr. Madden and the Board discussed the pros and cons of what CAT/Foley wanted to present regarding the generator. It was the general consensus of the Board that they did not want to discuss and / or move forward with CAT/Foley's presentation. Mr. Madden then discussed the two developer projects they have been reviewing and inspecting.

**6. RTMUA REPORTS:**

a) ADMINISTRATIVE / OPERATIONS REPORT

1. Chief Operator / Director's Report

Mr. Frank – Discussed his report. He stated that a MEL/JIF representative had come out to do a safety inspection and they were impressed with how Mr. Sciss handles everything, and Mr. Frank stated that Mr. Sciss was doing a really good job. Johanna Foods increasingly high flows were discussed.

- 2. Laboratory Summary
- 3. Maintenance Summary
- 4. Readington Flows

b) COMMISSIONERS' COMMENTS

None

**7. Discussion:**

a) Memo regarding Administration Time Clock

Mr. Tully – We will talk about this in Closed Session.

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

Mr. Tully – I'd like a motion to go into Closed Session for the purpose of discussing Labor Negotiations with Teamsters Local 469 and anticipated litigation with NJDEP regarding the FWWF Permit and we do not anticipate any official action will be taken once we come out of Closed Session.

Mr. Tully made a motion to adjourn into Closed Session for the above stated purpose and Mr. Scipione seconded the motion. Closed Session was from 5:30 pm – 6:35 pm.

**9. Adjournment of Work Session:**

Mr. Sipos made a motion to adjourn the Work Session. Mr. Scipione seconded the motion. All were in favor. The Meeting ended at 6:36 pm.