

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

MARCH 20, 2025

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. Ancien	Here
Mr. Murray	Absent
Mr. Scipione	Here
Mr. Sipos	Here
Mr. Tully	Here

Also present were Michael Sciss, RTMUA Executive Director; Regina Nicaretta, RTMUA Executive Secretary; Dan Madden, PE, Johnson, Mirmiran & Thompson.

3. **PLEDGE OF ALLEGIANCE**

Chair Tully stated that the Agenda would be taken out of order and that Citizen's Privilege would be addressed first.

Ms. Catherine Suttle, Executive Director of Hunterdon Land Trust, discussed the sewer capacity needs for Block 49 Lot 2 (Dvoor Farm). She stated that the area is situated on two separate lots. The Board informed her of the capacity constraints of the sewer treatment plant and asked the consulting engineer to contact the Hunterdon Land Trust's engineer for the specifics of the project.

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2025 - 28 Resolution for Renewal of Membership in the New Jersey Utility Authorities Joint Insurance Fund

Mr. Anclien made a motion to approve Resolution #2025 – 28; Mr. Sipos seconded the motion.

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

Resolution #2025 - 29 Raritan Headwaters Association 2025 Membership

Mr. Anclien made a motion to approve Resolution #2025 – 29; Mr. Scipione seconded the motion.

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

Resolution #2025 - 30 Series 2025 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 \$1,000,000 Principle Amount of 2025 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

TABLED

Resolution #2025 - 31 Reclassification of Facility (Block 36.02 Lot 17)

Mr. Ancien made a motion to approve Resolution #2025 – 31; Mr. Sipos seconded the motion.

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

Resolution #2025 - 32 Amended Designation of Official Newspapers

Mr. Sipos made a motion to approve Resolution #2025 – 32; Mr. Scipione seconded the motion.

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

Resolution #2025 - 33 Appointment of Holman Frenia Allison, P.C. to Provide Consulting Services
(Contract Not to Exceed \$10,000.00 & \$6,000.00)

Mr. Scipione made a motion to approve Resolution #2025 – 33; Mr. Anclien seconded the motion.

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

6. **Approval of Minutes:** Regular and Executive Session Minutes of February 20, 2025

Mr. Sipos made a motion to approve the Regular and Executive Session Minutes from the February 20, 2025, meeting. Mr. Anclien seconded the motion.

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

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

Mr. Anclien - The bills totaled \$890,402.80; everything appears to be in order. We are at 19.5% of the budget.

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

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

8. **Citizens' Privilege:**

Previously addressed.

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

Mr. Tully stated that the Work Session would be skipped since the attorney was absent and the Board would go directly into Closed Session.

Mr. Tully – We will be going into Closed Session for the purpose of discussing Contractual Matters, and personnel matters, and we do not anticipate any official action will be taken once we come out of Closed Session.

Mr. Anclien made a motion to adjourn into Closed Session for the above-mentioned purpose and Mr. Sipos seconded the motion. Closed Session was from 5:26 pm – 6:00 pm.

10. **Adjournment of Regular Meeting:**

Mr. Anclien made a motion to adjourn the Regular Meeting. Mr. Scipione seconded the motion. All were in favor. The Meeting ended at 6:01 pm.

THE WORK SESSION WAS NOT HELD

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY WORK SESSION MINUTES

MARCH 20, 2025

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

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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:**

None
 3. **Unfinished Business:**

None
 4. **New Business:**

None
 5. **Professional Reports:**
 - a) Attorney – None
 - b) Engineer – No report discussed.
 6. **RTMUA REPORTS:**
 - a) ADMINISTRATIVE REPORT - No report discussed.
 - b) OPERATIONS REPORT
 1. Chief Operator's Report
 - i) Overtime Recap
 - ii) Septage / Greywater Recap
 - iii) Monthly Flows
 2. Laboratory Summary
 3. Maintenance Summary

b) COMMISSIONERS' COMMENTS

None

7. **Discussion:**

- a) Authorization for Mr. Sciss and Ms. Willett to attend the NJWEA Annual Conference and Exposition in Atlantic City, May 5 – 9, 2025

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

9. **Adjournment of Work Session:**