

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

MAY 16, 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	Here
Mr. Scipione	Here
Mr. Sipos	Absent
Mr. Tully	Here

Also present were Michael Sciss, RTMUA Executive Director; 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 #2025 - 38 Resolution of Appreciation Michael B. Sciss for 25 Years of Service to Raritan Township Municipal Utilities Authority

Mr. Tully read the resolution in its entirety. Mr. Tully then stated "...I have never run across anybody as dedicated to their job as Mr. Sciss. It is very much appreciated by everyone. Thank you for your dedication and service to the Authority and residents of the Township." Mr. Sciss was then presented with a plaque for his 25 years of service.

Mr. Scipione made a motion to approve Resolution #2025 – 38, Mr. Murray seconded the motion.

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

Resolution #2025 - 39 Appointment of Alex Gardinsky as Senior Crew Chief

TABLED

Resolution #2025 – 40 Appointment of Daniel Clerico as Afternoon Crew Chief

Mr. Ancien made a motion to approve Resolution #2025 - 40, Mr. Murray seconded the motion.

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

6. **Approval of Minutes:** Regular and Executive Session Minutes of April 17, 2025

Mr. Scipione made a motion to approve the Regular and Executive Session Minutes from the April 17, 2025 meeting. Mr. Murray seconded the motion.

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

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

Mr. Anclien - We are looking to approve payment of bills in the amount of \$615,171.56; I reviewed everything and everything appears to be in order. We are at 34.73% of the Budget.

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

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

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. Murray seconded the motion. All were in favor.

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES

APPROVED

MAY 15, 2025

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. **Old Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

- a) Attorney –

None

- b) Engineer –

Mr. Madden discussed the FWWF and the FWWF Permit; the Stream Study, the future replacement of the screen equipment in the influent building, action for the coating issue on the clarifiers, the diffusers, the belt filter press, and the developer reviews.

6. **RTMUA REPORTS:**

- a) ADMINISTRATIVE REPORT

Mr. Sciss went over the items in his report; specifically discussing two NJDEP visits by Mr. Coleman, the Johanna Foods clarifier project, the NJUAIJIF inspection, the new generator and PLC and the Flemington Borough Sewer Highlights Report.

b) OPERATIONS REPORT

1. Chief Operator's Report
 - i) Overtime Recap
 - ii) Septage / Greywater Recap
 - iii) Monthly Flows
2. Laboratory Summary
3. Maintenance Summary

7. **Discussion:**

- a) Block 36 Lot 52; Flemington Holiday Inn

The Board stated that the project could move forward at this time with applying for Sewer Service Class II – B, TWA Required.

- b) Block 33 Lot 1

The subdivision of Block 33 Lot 1 into three lots was discussed.

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

Mr. Tully – I would like to go into Closed Session for the purpose of discussing personnel matters and potential litigation, and we do not anticipate any official action will be taken once we come out of Closed Session.

Mr. Ancien made a motion to adjourn into Closed Session for the above-mentioned purposes; Mr. Murray seconded the motion. Closed Session was from 5:45 pm – 6:30 pm.

Mr. Tully stated that the Board was out of Closed Session and back into Work Session.

Mr. Tully made a motion to authorize the posting of the Senior Maintenance Mechanics position. Mr. Scipione seconded the motion. General ayes followed.

9. **Adjournment of Work Session:**

Mr. Anclien made a motion to adjourn the Work Session. Mr. Murray seconded the motion. All were in favor. The Meeting ended at 6:32 pm.