
RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

APPROVED

NOVEMBER 21, 2024

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. Murray	Here
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 and Jason Sena, Esq., Archer & Greiner.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

None

5. **RESOLUTIONS:**

Resolution #2024 - 66 Establishment of Administrative Salaries

TABLED

Resolution #2024 - 67 Appointment of Risk Management Consultant

Mr. Murray made a motion to approve Resolution #2024 – 67, Mr. Anclien seconded the motion.

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

6. **Approval of Minutes:** Regular and Executive Session Minutes of October 17, 2024

Mr. Sipos made a motion to approve the Regular Minutes from the October 17, 2024, meeting. Mr. Anclien seconded the motion.

Roll call vote:	Mr. Anclien	-	Yes
	Mr. Murray	-	Yes
	Mr. Scipioni	-	Abstain
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

Mr. Murray made a motion to approve the Executive Session Minutes from the October 17, 2024, meeting. Mr. Sipos seconded the motion.

Roll call vote:	Mr. Anclien	-	Yes
	Mr. Murray	-	Yes
	Mr. Scipioni	-	Abstain
	Mr. Sipos	-	Yes
	Mr. Tully	-	Yes

7. Treasurer's Report / Payment of Bills:

Mr. Anclien - The bills totaled \$604,775.33; all appears to be in order. For the end of November, we are at 80% of the budget.

Mr. Sipos 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	-	Yes
	Mr. Tully	-	Yes

8. Citizens' Privilege:

None

9. Adjourn into Closed Session by Motion, if Needed

10. Adjournment of Regular Meeting:

Mr. Murray 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

NOVEMBER 21, 2024

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.

2. **Correspondence:**

None

3. **Unfinished Business:**

None

4. **New Business:**

None

5. **Professional Reports:**

- a) Attorney –

None

- b) Engineer –

Mr. Madden discussed the NJDEP compliance evaluation for the FWWF and the Main Treatment Plant. He also discussed capacity, the pooling issue in the administration parking lot, Will – Serve letters for re-occupancy required by the Township and some of the challenges with them, the status of the clarifiers and the diffuser sleeves. It was decided that Mr. Langhart may be asked to reach out to NJDEP for the iBank project status.

6. **RTMUA Reports:**

- a) ADMINISTRATIVE REPORT

Mr. Sciss went over his report, specifically; the new generator, a power outage that occurred, a new issue with legal notices in newspaper hard copies, and adoption of a new septage hauler agreement next month.

b) OPERATIONS REPORT

1. Chief Operator's Report

- i) Overtime Recap
- ii) Septage / Greywater Recap
- iii) Monthly Flows

2. Laboratory Summary

3. Maintenance Summary

c) Commissioner's Comments:

7. **Discussion:**

a) Resolution to Address Lateral Connections and Responsibility

Mr. Sciss discussed having more specific wording in the Rules and Regulations regarding location of where responsibility for lateral repairs begins and ends. The wording will be sent to the Township to make sure wording between the Township and the Authority is similar.

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

Chair Tully – I would like to go into Closed Session for the purpose of discussing pending and anticipated litigation, matters falling under attorney / client privilege, and personnel policies 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 stated purpose and Mr. Scipione seconded the motion. Closed Session was from 5:46 pm – 6:38 pm.

9. **Adjournment of Work Session:**

Mr. Anclien made a motion to adjourn the Work Session. Mr. Tully seconded the motion. All were in favor. The meeting ended at 6:39 pm.