
RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

OCTOBER 17, 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 (arrived at 5:07)
Mr. Scipione	Absent
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:**

- a) Application for Final Sewer Service Class I – B, TWA Required, Raritan Junction, LLC (Block 16.02 Lot 41.03 and Block 16.04 Lot 41.04)

5. **RESOLUTIONS:**

Resolution #2024 - 59 Introduction of FY 2025 Budget

Mr. Sipos made a motion to approve Resolution #2024 – 59, Mr. Anclien seconded the motion.

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

Resolution #2024 - 60 Approval of Preliminary Sanitary Sewer Service Class I – B, TWA Required, Raritan Junction, LLC (Block 16.02 Lot 41.03 and Block 16.04 Lot 41.04)

Mr. Anclien made a motion to approve Resolution #2024 – 60, Mr. Sipos seconded the motion.

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

Resolution #2024 - 61 Acceptance of Performance Guarantee and Authorization to Sign Development Agreement, Raritan Junction, LLC (Block 16.02 Lot 41.03 and Block 16.04 Lot 41.04)

Mr. Sipos made a motion to approve Resolution #2024 – 61, Mr. Anclien seconded the motion.

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

Resolution #2024 - 62 Authorization to Execute Sludge Cake Agreement
Between Raritan Township Municipal Utilities Authority
and Stony Brook Regional Sewerage Authority

Mr. Murray made a motion to approve Resolution #2024 – 62, Mr. Anclien
seconded the motion.

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

Resolution #2024 - 63 Employment of Zachary Pena as Wastewater
Treatment Operator

Mr. Sipos made a motion to approve Resolution #2024 – 63, Mr. Murray
seconded the motion.

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

Resolution #2024 - 64 Correction of Allocation (Block 35 Lot 12)

Mr. Murray made a motion to approve Resolution #2024 – 64, Mr. Anclien
seconded the motion.

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

Resolution #2024 - 65 Authorizing Executive Director to Enter into and Terminate Agreements with Greywater / Septage Haulers

Mr. Sipos made a motion to approve Resolution #2024 – 65, Mr. Anclien seconded the motion.

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

6. **Approval of Minutes:** Regular and Executive Session Minutes of September 18, 2024

Mr. Anclien made a motion to approve the Regular Minutes from the September 18, 2024, meeting. Mr. Murray seconded the motion.

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

Mr. Sipos made a motion to approve the Executive Session Minutes from the September 18, 2024, meeting. Mr. Anclien seconded the motion.

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

7. Treasurer's Report / Payment of Bills:

Mr. Anclien - The bills totaled \$697,980.42; all appears to be in order. As of October 31st, we are at 71% of the budget with two months to go. I spoke to Mrs. Hallinger, we had seven properties go to Tax Sale this year; that was lower than in the past.

Mr. Tully 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	-	Absent
	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

OCTOBER 17, 2024

365 Old York Road, Flemington, New Jersey

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APPROVED

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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 –

Mr. Madden discussed the Belt Filter Press Project Pre-Con, capacity and flow, the driveway ponding issue, the main treatment plant generator, the rate study, the field survey for the stream study by FWWF, I & I, a road widening project that the State is doing and some development reviews. He also discussed the 3rd Quarter Capacity Report.

6. **RTMUA Reports:**

- a) ADMINISTRATIVE REPORT

Mr. Sciss went over his report, specifically; information Mr. Coleman of NJDEP has requested, the main treatment plant generator, the sea box at PS #2, the Hedgerow meter in Readington, and the meters in Readington in general, and that Ms. Willett passed her proficiency test with 100%.

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) 3rd Quarter 2024 Capacity Evaluation

Previously discussed.

b) HMC (Block 15 Lot 14) – Will Serve Request

There was discussion on the Will Serve Request from HMC. It was discussed that more information was required before any decisions could be made. It was agreed that the consulting engineer contact the project engineer for more information.

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

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

Mr. Sipos made a motion to adjourn into Closed Session for the above stated purpose and Mr. Murray seconded the motion. Closed Session was from 5:48 pm – 6:47 pm.

9. **Adjournment of Work Session:**

Mr. Murray made a motion to adjourn the Work Session. Mr. Sipos seconded the motion. All were in favor. The meeting ended at 6:48 pm.