

APPROVED

RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING MINUTES

JULY 18, 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; Daniel Madden, PE, Johnson, Mirmiran & Thompson; Jason Sena, Esquire, Archer & Greiner.

3. **PLEDGE OF ALLEGIANCE**

4. **APPLICATIONS:**

- a) Application for Sewer Service Class II – A, Woodmont Raritan Bronze, LLC (Block 40 Lots 4 & 5.01)

5. RESOLUTIONS:

Resolution #2024 – 43 Approval of Sanitary Sewer Service Class II – A,
Woodmont Raritan Bronze, LLC (Block 40 Lots 4 &
5.01)

Mr. Anclien made a motion to approve Resolution #2024 – 43, Mr. Scipione seconded the motion.

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

Resolution #2024 – 44 Acceptance of Bid and Award of Contract to Alfa Laval,
Inc. Belt Filter Press Refurbishment (Contract #24-1)
(Bid Amount = \$283,838.00)

Mr. Murray made a motion to approve Resolution #2024 – 44, Mr. Scipione seconded the motion.

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

6. Approval of Minutes: Regular and Executive Session Minutes of June 20,
2024

Mr. Sipos made a motion to approve the Regular Minutes from the June 20, 2024 meeting. Mr. Anclien seconded the motion.

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

Mr. Anclien made a motion to approve the Executive Session Minutes from the June 20, 2024 meeting. Mr. Sipos seconded the motion.

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

7. Treasurer's Report / Payment of Bills:

Mr. Anclien - The bills totaled \$487,562.64; everything appears to be in order. We are at 50.74% of the budget; for seven months that is pretty good.

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

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

8. Citizens' Privilege:

None

9. Adjourn into Closed Session by Motion, if Needed

None

10. Adjournment of Regular Meeting:

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

**RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY
WORK SESSION MINUTES**

JULY 18, 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:**

Mr. Ancien stated that the Exit Conference for the Audit will be on July 30, 2024.

Mr. Tully inquired about a picnic for RTMUA employees and discussion followed.

5. **Professional Reports:**

- a) Attorney –

Mr. Sena discussed a request for a Will Serve letter from a developer in Readington Township.

- b) Engineer –

Mr. Madden discussed the second quarter capacity report, the Commercial Surveys and allocations, the ongoing clarifier coating issue, and development reviews.

6. RTMUA Reports:

a) ADMINISTRATIVE REPORT

Mr. Sciss went over his report, specifically, a request from the administrative staff to replace Columbus Day with Juneteenth, line crew smoke testing, the new maintenance truck, the main treatment plant generator, and the communication system for the FWWF.

b) OPERATIONS REPORT

1. Chief Operator's Report

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

2. Laboratory Summary

Mr. Tully pointed out the memo Ms. Willett supplied for the Board to update them on the laboratory certification progress.

3. Maintenance Summary

b) Commissioner's Comments:

7. Discussion:

a) 2nd Quarter 2024 Capacity Evaluation

Previously discussed.

b) Belt Filter Press Refurbishment Bid Results

Previously discussed as a resolution.

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. Murray made a motion to adjourn into Closed Session for the above stated purpose and Mr. Anclien seconded the motion. Closed Session was from 5:56 pm – 6:46 pm.

9. **Adjournment of Work Session:**

Mr. Scipione made a motion to adjourn the Work Session. Mr. Sipos seconded the motion. All were in favor. The Meeting ended at 6:47 pm.