

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on December 10<sup>th</sup>, 2024, in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The Chairman, Ken East, called the meeting to order by making the following statement: "This is a regular meeting of the Eatontown Sewerage Authority made pursuant to Chapter 291 of the Public Meeting Act by declaring notice thereof at least 48 hours prior to this meeting to The Asbury Park Press and to the Borough Clerk. Notice has also been posted in the public corridor of this Borough Hall and posted to the Authority website."

## **ROLL CALL**

**MEMBERS PRESENT:** Ken East  
Peter Berkley  
Greg Seitz  
Jeanna Migliaccio  
Lori Flynn

**MEMBERS ABSENT:** No One

**ALSO PRESENT:** Rob Vilee, Executive Director  
Chris Muccie, Superintendent  
Ruchit Patel, Engineer  
John Bonello, Attorney  
Bob Oliwa, Auditor  
Steven Colvell, Auditor  
Kelly, Court Reporter  
Michelle Hu, Treasurer  
Tina Zavalas, Assistant Treasurer  
Tina Cheng, Office Clerk  
Dan Edgeworth, Maintenance  
Lee Sherman, Maintenance  
Josh Vogt, Maintenance

**ALSO ABSENT:** No One

**CITIZENS PRESENT:** Brian Charnick  
John Sciarappa

## **PUBLIC HEARING**

The Eatontown Sewerage Authority held a public hearing to announce and explain the increase in the connection fees and annual rate for 2025. Mr. Oliwa presented the budget for adoption as well as his explanations of the increases. Mr. Vilee presented his report and reasonings why the increases are necessary.

Mr. Charnick a town resident and former ESA board member raised some questions and ultimately opposed the increases. Mr. Sciarappa a town resident wanted a breakdown of the expenses for Two Rivers.

## **EXECUTIVE SESSION**

Mr. East stated that an executive session was needed to go over personnel matters. Mr. Villee suggested to the Board to go into an executive session at the start of the meeting due to three board members needing to depart early. The executive session started at 5:45 pm and ended at 6:30 pm. The board then went into regular session at 6:31pm.

Also note that the executive session was not recorded as in previous meetings as advised by counsel.

## **APPROVAL OF MINUTES**

Mr. East moved to approve the minutes of the regular meeting held on December 10, 2024. The motion was seconded by Mr. Berkley and seconded by Mrs. Flynn.

## **REPORTS OF COMMITTEES, MEMBERS, & ENGINEER**

### **Executive Director's Report \***

Mr. Villee presented his report with no further addition(s).

### **Superintendent's Report \***

Mr. Muccie presented his report with no further addition(s).

### **Engineer's Report \***

Mr. Ruchit Patel presented his report with no further addition(s).

## **PROGRESS OF PROJECTS**

See attached reports.

## **UNFINISHED BUSINESS**

- **Cybersecurity Awareness Training**

Complete if you have not done so.

- **ESA Emergency Response Contract (2025-2027)**

Emergency Response Contract bids were awarded. See resolutions below.

## **NEW BUSINESS**

- **Introduction of 2025 Budget**

Mr. Villee introduced the 2025 Budget for the Board's approval.

- **Adoption of the 2025 Budget**

Mr. Oliwa presented the 2025 budget in a public hearing. Mrs. Flynn moved to approve the budget, it was seconded by Mrs. Migliaccio and Adopted on the following roll call vote.

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **2024 Connection Fee Approval**

Mr. East moved to approve the connection fee increase from \$2,498 to \$2,644 seconded by Mrs. Flynn and adopted on the following roll call vote.

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-01: Approving the 2025 Municipal Sewer Rate Increase from \$380 to \$440 Per Service Unit Effective January 1, 2025.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-02: Approving the Connection Fee Increase from \$2,498.00 to \$2,644.00.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-03: Awarding Contract for Emergency Cured in Place Pipelining Under the Sanitary Sewer Force Account(2025-2027) to National Water Main Company.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-04: Awarding Contract for Emergency Repairs of Sewer Connections and Mains Under the Sanitary Sewer Force Account (2025-2027) to J. Fletcher Creamer & Son, Inc.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-05: Awarding Contract for Pump Station Maintenance Under the Sanitary Sewer Force Account (2025-2027) to Municipal Maintenance Company.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

- **Resolution #2024-12-06: Adopting Salary Guide and Organizational Chart.**

ROLL CALL

AFFIRMATIVE: Ken East, Peter Berkley, Greg Seitz, Jeanna Migliaccio and Lori Flynn

NEGATIVE: None

ABSTENTION: None

ABSENT: None

## BILLS

***Resolution to authorize paying the bills in the amount of \$140,321.75 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:***

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz, Peter Berkley, Lori Flynn and Jeanna Migliaccio

NEGATIVE: None

ABSTENTION: None

ABSENT: None

**APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS**

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:

(December 2024 Operating Expenses) \$ 61,424.88

(January 2025 Salaries) \$ 78,896.87

Total Transfers: \$ 140,321.75

***Resolution to authorize the monthly transfers from the TD Bank revenue trust account to Kearny Bank operating account to pay the bills in the amount of \$140,321.75 and to Kearny Bank payroll account for the payroll of December 2024 in the amount of \$78,896.87 was offered by Mr. East, seconded by Mrs. Flynn, and adopted on the following roll call vote:***

**ROLL CALL**

**AFFIRMATIVE:** Ken East, Greg Seitz, Peter Berkley, Lori Flynn and Jeanna Migliaccio

**NEGATIVE:** None

**ABSTENTION:** None

**ABSENT:** None

**ADJOURNMENT**

With no further business to address, Mr. East moved to adjourn the meeting at 7:05pm.

  
Assistant Treasurer

***\* All reports of Committees, Members, Engineer & Resolutions are available for the public to review in the Authority's office and can also be reviewed online.***