

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on July 8, 2025, 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
Greg Seitz
John Sciarappa for Partial Mtg. Due to Conflict
Bill Diedrichsen
Juan Vasquez

MEMBERS ABSENT:

ALSO PRESENT: Rob Villee, Executive Director
Chris Muccie, Superintendent
Ruchit Patel, Engineer
Mitch Jacobs, Attorney
Anthony LoBrace, Attorney
Michelle Hu, Treasurer
Tina Zavolas, Asst. Treasurer
Tina Cheng, Office Clerk
Dan Edgeworth, Maintenance

ALSO ABSENT:

CITIZENS PRESENT:

APPROVAL OF MINUTES

Mr. East moved to approve the minutes of the regular meeting held on June 10th, 2025. The motion was seconded by Mr. Seitz.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Villee presented his report with no further addition(s). Mr. Villee commended Chris & Dan on all their work at 11 Farm Lane, the owner of the property had nothing but positive feedback about them.

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

- Monmouth Square -Moving along, nothing new to add
- Surrey Equities-Old Orchard Golf Course Development – Moving along, nothing new to add

NEW BUSINESS

- **Mr. Juan Vasquez was sworn in as a new Board Member**
- **Resolution #2025-07-01 Closeout Big City Sandwiches was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz, John Sciarrappa and Bill Diedrichsen
NEGATIVE: None
ABSTENTION: None
ABSENT: John Sciarappa

- **Resolution #2025-07-02 Appointing Public Agency Compliance Officer (PACO), was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz and Bill Diedrichsen
NEGATIVE: None
ABSTENTION: None
ABSENT: John Sciarappa

BILLS

Resolution to authorize paying the bills in the amount of \$139,577.15 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mr. Seitz, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz, and Bill Diedrichsen
NEGATIVE: None

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(July 2025 Operating Expenses) \$ 66,053.09

(August 2025 Salaries) \$ 73,524.06

Total Transfers: \$ 139,577.15

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 \$66,053.09 and to Kearny Bank payroll account for the payroll of August 2025 in the amount of \$73,524.06 was offered by Mr. East, seconded by Mr. Seitz, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz, and Bill Diedrichsen

NEGATIVE: None

ABSTENTION: None

ABSENT: John Sciarappa

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$6,674.61 for work relating to Cliffwood Ave. Sewer Improvements. Also, payment to J. Fletcher Creamer & Son in the amount of \$14,804.80 for work at 25 Clinton Ave for four Lateral Replacements was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, Greg Seitz, and Bill Diedrichsen

NEGATIVE: None

ABSTENTION: None

ABSENT: John Sciarappa

EXECUTIVE SESSION

The Board went into executive session at 5:27PM to discuss:

-Personnel Negotiations

ADJOURNMENT

With no further business to address, Mr. East moved to adjourn the meeting at 6:03pm.


Business Operations Manager

** 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.*