

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on August 12, 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  
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, Director of Finance  
Tina Zavolas, Bus. Operations Mgr.  
Tina Cheng, Bus. & Accts. Mgr.  
Dan Edgeworth, Asst. Ops. Mgr.

ALSO ABSENT:

CITIZENS PRESENT:

## **APPROVAL OF MINUTES**

Mr. East moved to approve the minutes of the regular meeting held on July 8<sup>th</sup>, 2025. The motion was seconded by Mr. Diedrichsen.

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

### **Personnel:**

- **Resolution #2025-08-01 Authorizing the Signing of Collective Bargaining Agreement between CWA Local 1075 and the Eatontown Sewerage Authority was offered by Mr. East, seconded by Mr. Sciarappa, and adopted on the following roll call vote:**

**ROLL CALL**

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

- **Resolution #2025-08-02 Authorizing the Signing of an Individual Employment Agreement between the Eatontown Sewerage Authority and Chris Muccie, Collection System Superintendent *was offered by Mr. East, seconded by Mr. Vazquez, and adopted on the following roll call vote:***

**ROLL CALL**

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

- **Resolution #2025-08-03 Authorizing retroactive compensation for 2024 for the Administrative Staff *was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:***

**ROLL CALL**

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

**Engineering:**

- **Resolution #2025-08-04 Awarding contract to JMT Engineers for Structural Evaluation and Recommendations for Sewerage Authority Buildings *was offered by Mr. East, seconded by Mr. Sciarappa, and adopted on the following roll call vote:***

**ROLL CALL**

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

**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**

- Monmouth Square -Moving along- further discussion in Executive Session

**NEW BUSINESS**

**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, John Sciarrappa, Juan Vazquez and Bill Diedrichsen  
NEGATIVE: None  
ABSTENTION: None  
ABSENT: None

**APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS**

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:	
(August 2025 Operating Expenses)	\$ 116,232.13
(September 2025 Salaries)	\$ <u>143,933.26</u>
Total Transfers:	\$ 260,165.39

***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 \$116,232.13 and to Kearny Bank payroll account for the payroll of September 2025 in the amount of \$143,933.26 was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:***

**ROLL CALL**

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

***Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T&M Associates in the amount of \$9,665.50 for work relating to Cliffwood Ave. Sewer Improvements. Also, payment to Northeast Technical Sales LLC in the amount of \$65,009.40 for 3 Flow Meters was offered by Mr. East, seconded by Mr. Sciarappa, and adopted on the following roll call vote:***

**ROLL CALL**

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

**EXECUTIVE SESSION**

The Board went into executive session at 5:45PM to discuss:  
-Monmouth Square

**ADJOURNMENT**

With no further business to address, Mr. East moved to adjourn the meeting at 6:23pm.

  
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.***