

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on October 14, 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: Greg Seitz
 John Sciarappa
 Bill Diedrichsen
 Juan Vasquez

MEMBERS ABSENT: Ken East

ALSO PRESENT: Rob Villee, Executive Director
 Chris Muccie, Superintendent
 Ruchit Patel, Engineer
 Anthony LoBrace, Attorney
 Steve Covell, Auditor
 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. Seitz moved to approve the minutes of the regular meeting held on September 9th, 2025. The motion was seconded by Mr. Diedrichsen.

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 the following addition(s). Mr. Muccie stated that the flow meter data is in better shape than before. Circle pump station still an on going issue.

Engineer's Report *

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

ENGINEERING COMMITTEE:

Mr. Vazquez stated that the Garage it is severely unsafe for our maintenance crew. Will need to make new and safe working conditions.

PROGRESS OF PROJECTS

See attached reports.

UNFINISHED BUSINESS**NEW BUSINESS**

- **Presentation of 2024 Audit (Auditors)**
- **Resolution #2025-10-01: Group Affidavit for 2024 Audit was offered by Mr. Seitz and seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

ROLL CALL

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

- **Resolution #2025-10-02: Approving the 2024 Audit was offered by Mr. Seitz and seconded by Mr. Sciarappa, and adopted on the following roll call vote:**

ROLL CALL

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

- **Introduction of 2026 Budget**
- **Resolution #2025-10-03: Approving 2026 Budget was offered by Mr. Seitz and seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

ROLL CALL

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

- **Resolution #2025-10-04: Approval of Surrey Equities/Old Orchard Development Agreement was offered by Mr. Seitz and seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

ROLL CALL

AFFIRMATIVE: Greg Seitz, John Sciarrappa, Juan Vazquez and Bill Diedrichsen

NEGATIVE: None
ABSTENTION: None
ABSENT: Ken East

- **Resolution #2025-10-05: Authorizing the Purchase of two SUVs from Pellegrino Chevrolet through the Bergen County Co-op was offered by Mr. Seitz and seconded by Mr. Vazquez, and adopted on the following roll call vote:**

ROLL CALL

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

- **Resolution #2025-10-06 Amending Reorganization Resolution 2025-02-13 ESA Meeting Dates for 2025-2026 was offered by Mr. Seitz and seconded by Mr. Sciarappa, and adopted on the following roll call vote:**

ROLL CALL

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

BILLS

Resolution to authorize paying the bills in the amount of \$481,934.02 as submitted from the operating account in Kearny Bank was offered by Mr. Seitz, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:

ROLL CALL

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

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

TD Revenue Trust to Kearny Bank Operating Account and Payroll Account:	
(October 2025 Operating Expenses)	\$ 481,934.02
(November 2025 Salaries)	<u>\$ 63,882.56</u>
Total Transfers:	\$ 545,816.58

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 \$481,934.02 and to Kearny Bank payroll account for the payroll of November 2025 in the amount of \$63,882.56 was offered by Mr. Seitz, seconded by Mr. Vazquez, and adopted on the following roll call vote:

ROLL CALL

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

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to MCE in the amount of \$1,382.57 for Hach Flow Meter Accessories. Also, payment to T & M Associates in the amount of \$3,830.00 for Cliffwood Ave. Sewer Improvements and Sept. 2025 Engineering fee, And a payment to THE HON Company, LLC. in the amount of \$1,207.10 for Office Furniture Ottomans, was offered by Mr. Seitz, seconded by Mr. Vazquez, and adopted on the following roll call vote:

ROLL CALL

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

EXECUTIVE SESSION

The Board went into executive session at 5:49PM to discuss:

- Negotiations with Monmouth Square

ADJOURNMENT

With no further business to address, Mr. Seitz moved to adjourn the meeting at 6:19pm.


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.***