

A Public Hearing for the 2025 Connection Fee of the Eatontown Sewerage Authority was held at 5:00 P.M. on December 9, 2025 in the Borough Hall, 47 Broad Street, Eatontown, New Jersey. The 2025 connection fee increased from \$4,984.00 to \$5,067.00 and adopted on a unanimous voice vote. The question was raised to Mr. Oliwa and Mr. Jacobs about when the new rate goes into effect and the answer was that it is effective as soon as it is approved (immediately). No public attended the Hearing. The Minutes of the Hearing were transcribed by Kelly Wenzel of Depo Link.

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on November 10, 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 Vazquez

MEMBERS ABSENT:

ALSO PRESENT: Rob Villee, Executive Director  
Chris Muccie, Superintendent  
Ruchit Patel, Engineer  
Mitch Jacobs, Attorney  
Anthony LoBrace, Attorney  
Bob Oliwa, Accountant  
Steve Colvell, Accountant  
Kelly Wenzel, Court Reporter  
Michelle Hu, Director of Finance  
Tina Zavolas, Bus. Operations Mgr.  
Tina Cheng, Bus. & Accts. Mgr.  
Dan Edgeworth, Asst. Ops. Mgr.

CITIZENS PRESENT:

## **APPROVAL OF MINUTES**

Mr. East moved to approve the minutes of the regular meeting held on November 10, 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 no further addition(s).

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

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

## **ENGINEERING COMMITTEE:**

### **PROGRESS OF PROJECTS**

See attached reports.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

- **Resolution #2025-12-01: Approving the 2026 Municipal Sewer Fee Rate Increase from \$440 to \$500 Per Service Unit Effective January 1, 2026 was offered by Mr. East and seconded by Mr. Seitz, and adopted on the following roll call vote:**

#### **ROLL CALL**

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

- **Resolution #2025-12-02: Approving the 2025 Connection Fee Increase from \$4,984.00 to \$5,067.00 was offered by Mr. East and seconded by Mr. Seitz, and adopted on the following roll call vote:**

#### **ROLL CALL**

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

- **Resolution #2025-12-03 Authorizing the Authority to enter into the 2026 Risk Management Consultant's Agreement with Conner Strong & Buckelew was offered by Mr. East and seconded by Mr. Seitz, and adopted on the following roll call vote:**

#### **ROLL CALL**

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



- **Resolution #2025-12-04 Authorizing the Authority to Renew Membership in the NJUAIJF for a Three- Year Period, Beginning January 1, 2026and Ending January 1, 2029 was offered by Mr. East and seconded by Mr. Seitz, and adopted on the following roll call vote:**

**ROLL CALL**

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

- **Resolution #2025-12-05 Authorizing the TWA for Netflix Studios- Phase 1Bwas offered by Mr. East and seconded by Mr. Diedrichsen, and adopted on the following roll call vote:**

**ROLL CALL**

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

**BILLS**

***Resolution to authorize paying the bills in the amount of \$133,064.73 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 Sciarappa, 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:	
(December 2025 Operating Expenses)	\$ 61,645.22
(January 2026 Salaries)	<u>\$ 71,419.51</u>
Total Transfers:	\$ 133,064.73

***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 \$133,064.73 and to Kearny Bank payroll account for the payroll of January 2026 in the amount of \$71,419.51 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 Sciarappa, Juan Vazquez and Bill Diedrichsen

**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 \$6,567.00 for Cliffwood Ave. Sewer Improvements and November 2025 Engineering fee 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 Sciarappa, Juan Vazquez and Bill Diedrichsen

**NEGATIVE:** None

**ABSTENTION:** None

**ABSENT:** None

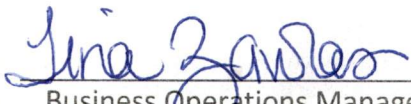
**EXECUTIVE SESSION**

The Board went into executive session at 5:50PM to discuss:

- Negotiations with Netflix & Monmouth Square

**ADJOURNMENT**

With no further business to address, Mr. East moved to adjourn the meeting at 6:12pm.

  
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.***