

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 NJUAJIF 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.**