

The regular meeting of the Eatontown Sewerage Authority was held at 5:00 P.M. on January 13, 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
John Sciarappa
Bill Diedrichsen
Juan Vazquez

MEMBERS ABSENT: Greg Seitz

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.

CITIZENS PRESENT:

APPROVAL OF MINUTES

Mr. East moved to approve the minutes of the regular meeting held on January 13, 2026. The motion was seconded by Mr. Diedrichsen.

REPORTS OF COMMITTEES, MEMBERS, & ENGINEER

Executive Director's Report *

Mr. Villee presented his report with the following addition(s): Met with Mayor Talerico and our Chair Mr. East to discuss the Netflix funds to allocate towards pump stations. Tina Zavolas worked with vendor for an ESA logo for uniforms and our fleet. Thank you to the board for your attendance at the special meeting involving the NCIA bond, there will be two more also via zoom, on 1.20.26 and 2.25.26.

Superintendent's Report *

Mr. Muccie presented his report with the following addition(s): Prioritizing and addressing the problem areas.

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**

- 2026 Professional Contracts

BILLS

Resolution to authorize paying the bills in the amount of \$160,520.35 as submitted from the operating account in Kearny Bank was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, John Sciarappa, Juan Vazquez and Bill Diedrichsen

NEGATIVE: None

ABSTENTION: None

ABSENT: Greg Seitz

APPROVAL OF TRANSFERS FROM THE FOLLOWING ACCOUNTS

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

(January 2026 Operating Expenses) \$ 95,198.56

(February 2026 Salaries) \$ 65,321.79

Total Transfers: \$ 160,520.35

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 \$95,198.56 and to Kearny Bank payroll account for the payroll of February 2026 in the amount of \$65,321.79 was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, John Sciarappa, Juan Vazquez and Bill Diedrichsen

NEGATIVE: None

ABSTENTION: None

ABSENT: Greg Seitz

Resolution to authorize payments for capital improvements from the Kearny Bank operating account to T & M Associates in the amount of \$1,666.00 for Cliffwood Ave. Sewer Improvements and December 2025 Engineering fee was offered by Mr. East, seconded by Mr. Diedrichsen, and adopted on the following roll call vote:

ROLL CALL

AFFIRMATIVE: Ken East, John Sciarappa, Juan Vazquez and Bill Diedrichsen

NEGATIVE: None

ABSTENTION: None

ABSENT: Greg Seitz

EXECUTIVE SESSION

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

- Professional Appointments

ADJOURNMENT

With no further business to address, Mr. East moved to adjourn the meeting at 6:11pm.


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.***