

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF JANUARY 13, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN
COMMISSIONERS ABSENT:	B. BRITTON
ADVISORS PRESENT:	M. NAGURKA
STRSA CLERK:	J. FRAAS
STRSA MAINTENANCE:	J. RISK
PUBLIC PRESENT:	NONE

SENIOR CLERK J. FRAAS CALLED MEETING TO ORDER AT 7:01 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER ROLZHAUSEN TO MAKE COMMISSIONER GRASSO SECRETARY PROTEM.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER BRITTON WHO WAS ABSENT AND COMMISSIONER GRASSO WHO ABSTAINED.

MOTION PASSED.

COMMISSIONERS REVIEWED THE MINUTES OF DECEMBER 16, 2020.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE MINUTES OF DECEMBER 16, 2020.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER BRITTON WHO WAS ABSENT AND COMMISSIONER RUTZLER WHO ABSTAINED.

MOTION PASSED.

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$82,619.69.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER BRITTON WHO WAS ABSENT.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-6 WERE REVIEWED BY THE COMMISSIONER

ITEM 1 – LETTER FROM STR BOROUGH REQUESTING 5% BUDGET SURPLUS

COMMISSIONER JUBERT ASKED WHY WE ARE GIVING THE STR BOROUGH 5% OF OUR BUDGET SURPLUS. COMMISSIONER JUBERT STATED THAT WHEN HE WAS ON THE COUNCIL FOR 12 YEARS THE STRSA NEVER GAVE THIS TO THE BOROUGH. J. FRAAS TOLD COMMISSIONER JUBERT THAT WHEN MAYOR CHAMPAGNE TOOK OFFICE THE BOROUGH STARTED SENDING LETTERS REQUESTING THE 5% AND HAVE NOT STOPPED.

ITEM 2 – LETTER FROM O'DONNELL, STANTON – PROGRESS REPORT & SCHEDULE VALUES.

COMMISSIONERS VIEWED PROGRESS REPORT

**ITEM 3 – PROPOSAL FROM KOUSTAS PTG & CONST. – GARAGE FLOORS**

**COMMISSIONERS DISCUSSED KOUSTAS PROPOSAL AND WANT TO GET QUOTES FROM COMPANIES THAT DO GARAGE FLOORS.**

**ON A MOTION FROM COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER JUBERT TO GET QUOTES FROM COMPANIES THAT DO GARAGE FLOORS.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER BRITTON WHO WAS ABSENT.**

**MOTION PASSED.**

**ITEM 4 – RICE NOTICES FOR JONI & DONNA/OK**

**ITEM 5 – RICE NOTICE RESPONSES FROM JONI & DONNA**

**JONI & DONNA BOTH RESPONDED TO HAVE THEIR RAISES DISCUSSED IN OPEN SESSION.**

**ITEM 6 – YEARLY RAISES FOR JONI & DONNA**

**J. FRAAS PUT A LETTER IN REQUESTING A RAISE.**

**COMMISSIONERS DISCUSSED RAISES FOR JONI & DONNA. DONNA DID NOT PUT ANYTHING IN WRITING FOR A RAISE AND THE COMMISSIONERS DID NOT GIVE DONNA ANY RAISE.**

**COMMISSIONERS DID DISCUSS THE LETTER FROM JONI AND DECIDED TO GIVE JONI A PROMOTION EFFECTIVE JANUARY 1, 2021. THE COMMISSIONERS ARE ALSO GOING TO CREATE A SALARY RANGE TO GO WITH THE PROMOTION THAT WILL BE VOTED ON IN FEBRUARY'S MEETING.**

**ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER ROLZHAUSEN TO CREATE BY RESOLUTION A NEW TITLE FOR JONI FRAAS TO SEWER AUTHORITY BOARD SECRETARY.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER BRITTON WHO WAS ABSENT.**

**MOTION PASSED.**

**OTHER BUSINESS:**

**ITEMS 1 - 3 WERE REVIEWED BY COMMISSIONERS.**

**ITEM 1 – GARAGE UPDATE**

**COMMISSIONERS DISCUSSED THE PROGRESS AT THE GARAGE AND WHAT IS LEFT TO DO AND THE TIME LINE. J. RISK TOLD THE COMMISSIONERS THAT ONE OF THE HEATERS WAS BROKE AGAIN. CHAIRMAN COMMISSIONER WANTS J. FRAAS TO CALL AROUND TO ELECTRICAL CONTRACTORS TO GET QUOTES TO GET IT FIXED AND OR REPLACED.**

**ITEM 2 – CASH MANAGEMENT**

**ITEM 3 – NO DELINQUENT REPORT**

**ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.**

**QUESTIONS FROM THE PUBLIC (limited to 3 minutes):**

**NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.**

**EXECUTIVE SESSION/NO EXECUTIVE SESSION**

**THERE BEING NO FURTHER BUSINESS:**

**MOTION TO ADJOURN THE MEETING BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO.**

**MEETING ADJOURNED AT 8:02 PM.**

**RESPECTFULLY SUBMITTED,**

**JOSEPH JUBERT  
SECRETARY, COMMISSIONER**

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF FEBRUARY 10, 2021  
REORGANIZATION MEETING**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2020 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN
COMMISSIONERS ABSENT:	NONE
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	J. RISK
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:40 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

RESIGNATION OF WILLIAM BRITTON

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER ROLZHAUSEN TO ACCEPT THE RESIGNATION OF WILLIAM BRITTON AS STRSA SECRETARY, COMMISSIONER.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

**PART A – APPOINTMENT OF COMMISSIONERS:**

**CHAIRMAN COMMISSIONER RUTZLER OPENED THE MEETING TO THE REORGANIZATION OF THE STRSA COMMISSIONERS.**

**CHAIRMAN COMMISSIONER RUTZLER HANDED THE GAVEL TO VICE CHAIR COMMISSIONER GRASSO.**

**ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER JUBERT TO NOMINATE GEORGE RUTZLER, FOR CHAIRMAN.**

**MOTION WAS MADE BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER JUBERT TO CLOSE NOMINATIONS FOR CHAIRMAN, AND THE SECRETARY WAS AUTHORIZED TO CAST UNANIMOUS BALLOT FOR GEORGE RUTZLER, AS CHAIRMAN.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER RUTZLER WHO ABSTAINED.**

**MOTION PASSED.**

**VICE CHAIRMAN COMMISSIONER GRASSO HANDED THE GAVEL TO CHAIRMAN RUTZLER.**

**ON A MOTION BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER JUBERT TO NOMINATE MARIANNE GRASSO FOR VICE CHAIRMAN.**

**MOTION WAS MADE BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER JUBERT TO CLOSE NOMINATIONS FOR VICE CHAIRMAN, AND THE SECRETARY WAS AUTHORIZED TO CAST UNANIMOUS BALLOT FOR MARIANNE GRASSO.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER GRASSO WHO ABSTAINED.**

**MOTION PASSED.**

**ON A MOTION BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER GRASSO TO NOMINATE JOSEPH JUBERT, AS SECRETARY.**

**MOTION WAS MADE BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER GRASSO TO CLOSE NOMINATIONS FOR SECRETARY, AND THE CHAIRMAN WAS AUTHORIZED TO CAST THE UNANIMOUS BALLOT FOR JOSEPH JUBERT AS SECRETARY.**

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER JUBERT WHO ABSTAINED.

MOTION PASSED.

ON A MOTION BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER JUBERT TO NOMINATE KAYLA ROLZHAUSEN AS TREASURER.

MOTION WAS MADE BY COMMISSIONER RUTZLER AND SECONDED BY COMMISSIONER JUBERT TO CLOSE NOMINATIONS FOR TREASURER, AND THE SECRETARY WAS AUTHORIZED TO CAST THE UNANIMOUS BALLOT FOR KAYLA ROLZHAUSEN AS TREASURER.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER ROLZHAUSEN WHO ABSTAINED.

MOTION PASSED.

NO ASST. TREASURER AT THIS TIME

PART B – APPOINTMENT OF ADVISORS:

CONSENT TO AGENDA FOR APPOINTMENT OF ADVISORS AND OTHER

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER JUBERT TO APPOINT PROFESSIONALS 1-8 ON THE REORG AGENDA AUDITOR, ACCOUNTANT, ENGINEER, ATTORNEY, INSURANCE, BANK AND NEWS PAPERS FOR THE STR AUTHORITY.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

CLOSE OF THE REORGANIZATION MEETING AT 7:53 PM.

REGULAR MEETING:

COMMISSIONERS REVIEWED THE MINUTES OF JANUARY 13, 2021.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE MINUTES OF JANUARY 13, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$91,752.15.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-4 WERE REVIEWED BY THE COMMISSIONERS.

ITEM 1 – OCUA 2019 DEFICIENCY

ITEM 2 – SHARED SERVICE AGREEMENT WITH TOMS RIVER MUA

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE SHARED SERVICE AGREEMENT WITH TOMS RIVER MUA.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ITEM 3 – RFP'S FOR ROTHSTEIN, O'DONNELL, KOERNER, CAPIZZI

ITEM 4 – GARAGE UPDATE & MODIFICATIONS

COMMISSIONERS DISCUSSED THE GARAGE WORK AND HAVE DECIDED TO HAVE A MEETING WITH THE ENGINEER, CONTRACTOR, ATTORNEY, J. RISK, AND COMMISSIONERS RUTZLER AND JUBERT. MIKE NAGURKA (ATTORNEY) WILL SET UP MEETING AND NOTIFY ALL PARTIES.

ALL OTHER NEW BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.

OTHER BUSINESS:

ITEMS 1 - 3 WERE REVIEWED BY COMMISSIONERS.



**ITEM 1 – SICK TIME (SOPS)**

**J. FRAAS BROUGHT UP THAT D. KURYLA HAD 3 ½ SICK DAYS LEFT FROM 2020 AND WANTED TO KEEP THEM FOR 2021 INSTEAD OF LOSING THEM DUE TO THE PANDEMIC.**

**ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO LET D. KURYLA KEEP HER 3 ½ DAYS FOR 2021.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ITEM 2 – J. FRAAS SALARY RAISE**

**ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO GIVE J. FRAAS A SALARY INCREASE IN STEPS STARTING JANUARY 1, 2021 IN THE AMOUNT OF \$3,500.00. (\$1.80 PER HR) STEP TWO WILL BE ON JULY 1, 2021 IN THE AMOUNT OF \$3,500.00, (\$1.80 PER HR) STEP THREE WILL BE ON OCTOBER 1, 2021 IN THE AMOUNT OF \$3,500.00 (\$1.80 PER HR).**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ITEM 3 – CASH MANAGEMENT REPORT**

**ALL OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.**

**QUESTIONS FROM THE PUBLIC (limited to 3 minutes):**

**NO QUESTIONS FROM THE PUBLIC**

**THERE BEING NO FURTHER BUSINESS:**

**MOTION TO ADJOURN THE MEETING BY COMMISSIONER ROLZHAUSEN AND SECONDED BY GRASSO COMMISSIONER.**

**MEETING ADJOURNED AT 8:46 PM.**

**RESPECTFULLY SUBMITTED,**

**JOSEPH JUBERT  
SECRETARY, COMMISSIONER**

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF MARCH 10, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. LUBERTO
COMMISSIONERS ABSENT:	K. ROLZHAUSEN, J. JUBERT
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	NONE
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:03 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

WELCOME TO THE NEW COMMISSIONER, ASST. TREASURER JOHN LUBERTO.

ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER RUTZLER TO MAKE COMMISSIONER GRASSO SECRETARY PROTEM.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER ROLZHAUSEN AND JUBERT WHO WERE ABSENT.

MOTION PASSED.

COMMISSIONERS REVIEWED THE MINUTES OF FEBRUARY 10, 2021.

MINUTES OF FEBRUARY 10, 2021 ARE TABLED UNTIL APRIL'S MEETING.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$51,846.67.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER ROLZHAUSEN AND JUBERT WHO WERE ABSENT.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-2 WERE REVIEWED BY THE COMMISSIONER

ITEM 1 – MS. LAUREN HOLMAN – 2020 AUDIT

MS. HOLMAN PRESENTED THE 2020 AUDIT TO THE COMMISSIONERS. MS. HOLMAN ALSO STATED THE GASB FROM THE STATE ON THE PENSION IS NOT OUT YET AND AS SOON AS THE STATE RELEASES IT THE REST OF THE AUDIT WILL BE DONE. THE AUDIT WAS FOUND TO BE GOOD WITH NO ADDITIONAL COMMENTS.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO TO ACCEPT THE 2020 AUDIT.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONERS ROLZHAUSEN AND JUBERT WHO WERE ABSENT.

MOTION PASSED.

ITEM 2 – O'DONNELL, STANTON – PROGRESS REPORT & SCHEDULE OF VALUES

COMMISSIONERS VIEWED PROGRESS REPORT

**OTHER BUSINESS:**

**ITEMS 1 - 3 WERE REVIEWED BY COMMISSIONERS.**

**ITEM 1 – DONNA KURLA – RICE NOTICE & RESPONSE**

**DONNA’S RICE NOTICE & RESPONSE WAS TABLED.**

**ITEM 2 – CASH MANAGEMENT**

**ITEM 3 – NO DELINQUENT REPORT**

**J. FRAAS TOLD THE COMMISSIONERS THAT THERE WAS A STOPPAGE AT THE NEW DANCE CENTRE ON FLINT RD. THE STOPPAGE WAS FROM CONSTRUCTION DEBRIS. THE COMMISSIONERS WANT MIKE NAGURKA (ATTORNEY) TO SEND A LETTER AND BILL THE DANCE CENTRE FOR J. RISK’S TIME.**

**ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.**

**QUESTIONS FROM THE PUBLIC (limited to 3 minutes):**

**NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.**

**EXECUTIVE SESSION/NO EXECUTIVE SESSION**

**THERE BEING NO FURTHER BUSINESS:**

**MOTION TO ADJOURN THE MEETING BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO.**

**MEETING ADJOURNED AT 7:57 PM.**

**RESPECTFULLY SUBMITTED,**

**JOSEPH JUBERT  
SECRETARY, COMMISSIONER**

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF APRIL 21, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN, J. LUBERTO
COMMISSIONERS ABSENT:	NONE
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	J. RISK
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:00 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

COMMISSIONERS REVIEWED THE MINUTES OF FEBRUARY 10, 2021 AND MARCH 10, 2021.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER JUBERT TO APPROVE THE MINUTES OF FEBRUARY 10, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONERS LUBERTO WHO ABSTAINED.

MOTION PASSED.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO TO APPROVE THE MINUTES OF MARCH 10, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONERS JUBERT AND ROLZHAUSEN WHO WERE ABSENT.

MOTION PASSED.

ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$136,160.09.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-3 WERE REVIEWED BY THE COMMISSIONER

ITEM 1 – INTERGOVERNMENTAL AGREEMENT WITH STR BOROUGH

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE STRSA.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ITEM 2 – O'DONNELL, STANTON – GARAGE

COMMISSIONER GRASSO ASK IF THE STRSA COULD POSSIBLY BE REFUNDED SOME MONEY SINCE THE MISTAKE WITH THE BID AND CONTRACTOR WAS WITH OUR ENGINEERS. CHAIRMAN COMMISSIONER RUTZLER AND COMMISSIONER JUBERT EXPLAINED THAT IT WAS AN OVERSIGHT ON ALL PARTS AND THAT THE BID WAS NOT DETAILED BETTER. THE STRSA WILL PAY THE FULL AMOUNT DUE.

ITEM 3 – SOP REVISION – 21.12 SICK TIME, 21.25 HOURLY RATE NEW HIRE

COMMISSIONERS DISCUSSED SICK TIME AND HOURLY RATES FOR NEW HIRES.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO TO CHANGE SOP 21.12 TO ADD 1 MORE SICK DAY TO THE EMPLOYEES FOR A TOTAL OF 10 SICK DAYS PER YEAR STARTING JANUARY 2021 AND TO ALLOW ALL SICK DAYS TO ROLL OVER AND BE BANKED. UPON RETIREMENT EMPLOYEES ARE ENTITLED TO HALF THE SICK DAYS OR \$15,000 CAP. CHANGE 21.25 TO STARTING NEW EMPLOYEE AT \$15.00. TAKE OUT ALL MEETING STIPENDS FROM SOPS.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

OTHER BUSINESS:

ITEMS 1 - 2 WERE REVIEWED BY COMMISSIONERS.

ITEM 1 – CASH MANAGEMENT

ITEM 2 – NO DELINQUENT REPORT

THE COMMISSIONERS DISCUSSED THE DANCE CENTRE WITH J. RISK AND DECIDED TO NOT MAKE THEM PAY FOR THE BACK UP PROBLEM UNLESS IT HAPPENS AGAIN.

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.

QUESTIONS FROM THE PUBLIC (limited to 3 minutes):

NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.

EXECUTIVE SESSION/NO EXECUTIVE SESSION

THERE BEING NO FURTHER BUSINESS:

MOTION TO ADJOURN THE MEETING BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO.

MEETING ADJOURNED AT 8:02 PM.

RESPECTFULLY SUBMITTED,

JOSEPH JUBERT  
SECRETARY, COMMISSIONER

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF MAY 12, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN, J. LUBERTO
COMMISSIONERS ABSENT:	NONE
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	NONE
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:02 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

COMMISSIONERS REVIEWED THE MINUTES OF APRIL 21, 2021.

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE MINUTES OF APRIL 21, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.



ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$17,909.96.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-2 WERE REVIEWED BY THE COMMISSIONER

ITEM 1 – LETTER FROM OCUA – METERED FLOW DATA/OK

ITEM 2 – SOPS – 2.1 JOB RESPONSIBILITIES, 2.6 BANK PROCEDURE & 2.10 & 2.11

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER LUBERTO TO AMEND THE SOPS # 2.1 JOB RESPONSIBILITIES, REMOVE EVERYTHING BUT THE FIRST SENTENCE. SHOULD READ EMPLOYEES SHALL ACCOMPLISH THE JOB TASK THAT ARE ASSIGNED BY THE STRSA COMMISSIONERS.

#2.6 BANK PROCEDURES CHANGE TO ALL CASH DEPOSITS WILL GO TO BANK WITH STR BOROUGH'S DEPOSIT AND TRANSPORTED BY STR POLICE.

# 2.10 & 2.11 TO BE TAKEN OUT OF SOPS.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

COMMISSIONERS DISCUSSED MOVING JUNE'S MEETING TO 6 PM AND HAVING AN SOP SPECIAL MEETING RIGHT AFTER THE REGULAR MEETING. ALL THE COMMISSIONER AGREED TO MOVING JUNE'S MEETING AND HAVING A SPECIAL SOP MEETING THE SAME NIGHT. THE NEW TIME AND SPECIAL MEETING WILL BE PUBLISHED.

OTHER BUSINESS:

ITEMS 1 - 2 WERE REVIEWED BY COMMISSIONERS.

ITEM 1 – CASH MANAGEMENT

ITEM 2 – DELINQUENT REPORT

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.

QUESTIONS FROM THE PUBLIC (limited to 3 minutes):

NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.

EXECUTIVE SESSION/NO EXECUTIVE SESSION

THERE BEING NO FURTHER BUSINESS:

MOTION TO ADJOURN THE MEETING BY COMMISSIONER GRASSO AND  
SECONDED BY COMMISSIONER LUBERTO.

MEETING ADJOURNED AT 7:30 PM.

RESPECTFULLY SUBMITTED,

JOSEPH JUBERT  
SECRETARY, COMMISSIONER

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF JUNE 9, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON MAY 22, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN, J. LUBERTO
COMMISSIONERS ABSENT:	NONE
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	NONE
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 6:04 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

COMMISSIONERS REVIEWED THE MINUTES OF MAY 12, 2021.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE MINUTES OF MAY 12, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$17,548.03.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS:

ITEMS NUMBERED 1-3 WERE REVIEWED BY THE COMMISSIONER

ITEM 1 – LETTER FROM OCUA – PROPOSED 2022 RATES/OK

ITEM 2 – QUOTES – NEW HOSES FOR JET VAC

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO PURCHASE NEW JET VAC HOSES FROM SEWER EQUIPMENT CO OF AMERICA FOR \$1,790.46.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ITEM 3 – NEW STATE HOLIDAY – JUNETEENTH/TABLED FOR SOP MEETING

OTHER BUSINESS:

ITEMS 1 - 3 WERE REVIEWED BY COMMISSIONERS.

ITEM 1 – NEW HIRE

COMMISSIONERS DISCUSSED PUTTING AN ADD UP FOR A NEW HIRE EARLIER THEN SEPTEMBER. CHAIRMAN RUTZLER STATED THAT THE COVID RESTRICTIONS ARE LIFTING SO IT IS EASIER TO HIRE SOMEONE. COMMISSIONERS AGREED THAT MR. MIKE NAGURKA (ATTORNEY) WILL PUT SOMETHING TOGETHER AND ADVERTISE FOR A NEW HIRE.

COMMISSIONER LUBERTO ASKED IF IT WOULD BE A CONFLICT OF INTEREST TO RECOMMEND SOMEONE FOR THE POSITION. CHAIRMAN COMMISSIONER RUTZLER ASKED IF IT WAS SOMEONE THAT HE KNEW. COMMISSIONER LUBERTO STATED IT WAS HIS FIANCÉE SAMANTHA. MR. NAGURKA AND THE OTHER COMMISSIONERS STATED THAT COMMISSIONER LUBERTO WOULD HAVE TO SEE HIMSELF OUT OF ALL THINGS CONCERNING SAMANTHA IF SHE WOULD APPLY AND BE HIRED.

ITEM 2 – CASH MANAGEMENT

ITEM 3 – DELINQUENT REPORT

COMMISSIONERS DISCUSSED HAVING MR. MIKE NAGURKA (ATTORNEY) PUT TOGETHER A LETTER TO SEND OUT TO DELINQUENT CUSTOMERS FOR WHEN THE STRSA CAN DO SHUT OFF'S AGAIN.

J. FRAAS TOLD THE COMMISSIONERS THAT MIKE FROM ACTION PEST CONTROL HAS NO PROBLEM WITH THE SEWERAGE AUTHORITY TAKING THE KNOCK BOX OFF THE OLD BUILDING THAT IS STILL REGISTERED TO THE STRSA. J. RISK WILL BE TAKING THE BOX OFF.

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.

QUESTIONS FROM THE PUBLIC (limited to 3 minutes):

NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.

EXECUTIVE SESSION/NO EXECUTIVE SESSION

THERE BEING NO FURTHER BUSINESS:

MOTION TO ADJOURN THE MEETING BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN.

MEETING ADJOURNED AT 6:31 PM.

RESPECTFULLY SUBMITTED,

JOSEPH JUBERT  
SECRETARY, COMMISSIONER

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF JULY 14, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT:	G. RUTZLER, M. GRASSO, J. JUBERT, K. ROLZHAUSEN, J. LUBERTO
COMMISSIONERS ABSENT:	NONE
ADVISORS PRESENT:	M. NAGURKA
STRSA BOARD SECRETARY:	J. FRAAS
STRSA MAINTENANCE:	J. RISK
PUBLIC PRESENT:	NONE

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:01 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

COMMISSIONERS REVIEWED THE MINUTES OF JUNE 9, 2021.

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE MINUTES OF JUNE 9, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

COMMISSIONERS REVIEWED THE MINUTES OF SPECIAL MEETING OF JUNE 9, 2021.

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO APPROVE THE SPECIAL MINUTES OF JUNE 9, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

COMMISSIONERS VIEWED BILLS & PAYROLL.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$95,104.20.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS: NONE

OTHER BUSINESS:

ITEMS 1 - 4 WERE REVIEWED BY COMMISSIONERS.

ITEM 1 – JOB AD FOR NEW HIRE

COMMISSIONERS APPROVED AD FOR NEW HIRE.

ITEM 2 – USE IT OR LOSE IT FOR J. FRAAS

J. FRAAS ADDRESSED THE COMMISSIONERS ON KEEPING THE FOUR (4) VACATION DAYS THAT COULD NOT BE USED IN 2020 FROM 2019. AND WHAT WILL HAPPEN TO UNUSED DAYS IN 2020 IF THEY CAN NOT BE USED BECAUSE OF BEING THE ONLY WORKER AND HAVING TO TRAIN A NEW PERSON.

ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO HAVE A RESOLUTION STATING J. FRAAS CAN CARRY HER FOUR (4) DAYS INTO 2021 FROM 2019 AND THE COMMISSIONERS WILL REVISIT 2020 DAYS IN JANUARY OF 2021.

ITEM 3 – CASH MANAGEMENT REPORT.

ITEM 4 – DELINQUENT REPORT.

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.

**QUESTIONS FROM THE PUBLIC (limited to 3 minutes):**

**NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.**

**EXECUTIVE SESSION/NO EXECUTIVE SESSION**

**THERE BEING NO FURTHER BUSINESS:**

**MOTION TO ADJOURN THE MEETING BY COMMISSIONER ROLZHAUSEN AND  
SECONDED BY COMMISSIONER GRASSO.**

**MEETING ADJOURNED AT 7:34 PM.**

**RESPECTFULLY SUBMITTED,**

**JOSEPH JUBERT  
SECRETARY, COMMISSIONER**



**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF AUGUST 11, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT: G. RUTZLER, M. GRASSO, J. JUBERT,  
K. ROLZHAUSEN, J. LUBERTO

COMMISSIONERS ABSENT: NONE

ADVISORS PRESENT: M. NAGURKA

STRSA BOARD SECRETARY: J. FRAAS

STRSA MAINTENANCE: J. RISK

PUBLIC PRESENT: ASHLEY MILLS, APRIL SHARKEY,  
CHRISTINE RAND

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:05 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

COMMISSIONERS REVIEWED THE MINUTES OF JULY 14, 2021.

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY  
COMMISSIONER GRASSO TO APPROVE THE MINUTES OF JULY 14, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

COMMISSIONERS VIEWED BILLS & PAYROLL.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$18,487.65.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

NEW BUSINESS:

ITEMS 1 - 3 WERE REVIEWED BY COMMISSIONERS.

ITEM 1 – APPROVAL OF 2020 AUDIT

ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER JUBERT TO APPROVE THE 2020 AUDIT.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.

MOTION PASSED.

ITEM 2 – LETTER FROM OCUA – METERED FLOW DATA/OK

ITEM 3 – NJLM – NOVEMBER 16-18

ALL COMMISSIONERS & J. RISK WITH SPOUSES WILL BE ATTENDING.

OTHER BUSINESS:

ITEM 1 – NEW HIRE

COMMISSIONERS INTERVIEWED ASHLEY MILLS AND BROUGHT BACK APRIL SHARKEY AND CHRISTINE RAND FOR SECOND INTERVIEW.

**EXECUTIVE SESSION**

**ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO TO GO INTO EXECUTIVE SESSION AT 7:24 PM.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER JUBERT TO GO BACK INTO REGULAR MEETING AT 7:38 PM.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER GRASSO TO GO INTO EXECUTIVE SESSION AT 7:39 PM.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER JUBERT TO GO BACK INTO REGULAR MEETING AT 8:34 PM.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ON A MOTION BY COMMISSIONER JUBERT AND SECONDED BY COMMISSIONER GRASSO TO HIRE APRIL SHARKEY FULL-TIME TO THE STRSA AS A CLERK. STARTING PAY WILL BE \$30,000.**

**ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES.**

**MOTION PASSED.**

**ITEM 2 – CASH MANAGEMENT REPORT.**

**ITEM 3 – DELINQUENT REPORT.**

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.  
QUESTIONS FROM THE PUBLIC (limited to 3 minutes):

NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.

THERE BEING NO FURTHER BUSINESS:

MOTION TO ADJOURN THE MEETING BY COMMISSIONER JUBERT AND SECONDED  
BY COMMISSIONER LUBERTO.

MEETING ADJOURNED AT 8:40 PM.

RESPECTFULLY SUBMITTED,

JOSEPH JUBERT  
SECRETARY, COMMISSIONER

**SOUTH TOMS RIVER SEWERAGE AUTHORITY  
MINUTES OF SEPTEMBER 8, 2021**

THIS MEETING COMPLIES WITH THE OPEN PUBLIC MEETINGS ACT, HAVING BEEN DULY PUBLISHED ON JANUARY 1, 2021 IN TWO NEWSPAPERS, THE ASBURY PARK PRESS & THE ATLANTIC CITY PRESS, AND HAVING BEEN POSTED IN THE LOBBY OF THE BOROUGH HALL AND STRSA.US.

COMMISSIONERS PRESENT: G. RUTZLER, M. GRASSO,  
K. ROLZHAUSEN, J. LUBERTO

COMMISSIONERS ABSENT: J. JUBERT

ADVISORS PRESENT: M. NAGURKA

STRSA BOARD SECRETARY: J. FRAAS, A. SHARKEY

STRSA MAINTENANCE: NONE

PUBLIC PRESENT: S. FRAAS

CHAIRMAN COMMISSIONER RUTZLER CALLED MEETING TO ORDER AT 7:00 PM.

OPENING STATEMENT READ:

SALUTE TO FLAG:

ON A MOTION BY COMMISSIONER ROLZHAUSEN AND SECONDED BY COMMISSIONER LUBERTO TO MAKE COMMISSIONER GRASSO SECRETARY PROTEM.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER JUBERT WHO WAS ABSENT.

MOTION PASSED.

COMMISSIONERS REVIEWED THE MINUTES OF AUGUST 11, 2021.

ON A MOTION BY COMMISSIONER GRASSO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE MINUTES OF AUGUST 11, 2021.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER JUBERT WHO WAS ABSENT.

MOTION PASSED.

COMMISSIONERS VIEWED BILLS & PAYROLL.

ON A MOTION BY COMMISSIONER LUBERTO AND SECONDED BY COMMISSIONER ROLZHAUSEN TO APPROVE THE BILL LIST INCLUDING PAYROLL IN THE AMOUNT OF \$13,012.26.

ON THE ROLL CALL VOTE ALL COMMISSIONERS VOTED YES, EXCEPT COMMISSIONER JUBERT WHO WAS ABSENT.

MOTION PASSED.

NEW BUSINESS: NONE

CHAIRMAN COMMISSIONER RUTZLER ASKED ABOUT M&T STARTING. J. FRAAS TOLD HIM THAT THEY SHOULD BE BREAKING GROUND SOON.

J. FRAAS TOLD THE COMMISSIONERS THAT THE STRSA CUP & CAPPED THE SEWER LINE AT 3 ANNAPOLIS WHERE THE FIRE WAS.

OTHER BUSINESS:

ITEM 2 – CASH MANAGEMENT REPORT.

ITEM 3 – DELINQUENT REPORT.

ALL NEW & OTHER BUSINESS NOT REQUIRING AN ANSWER TO BE FILED.  
QUESTIONS FROM THE PUBLIC (limited to 3 minutes):

NO PUBLIC COMMENTS – NO PUBLIC/COMMENTS CLOSED.

EXECUTIVE SESSION/NO EXECUTIVE SESSION

**THERE BEING NO FURTHER BUSINESS:**

**MOTION TO ADJOURN THE MEETING BY COMMISSIONER ROLZHAUSEN AND  
SECONDED BY COMMISSIONER LUBERTO.**

**MEETING ADJOURNED AT 7:18 PM.**

**RESPECTFULLY SUBMITTED,**

**JOSEPH JUBERT  
SECRETARY, COMMISSIONER**