

Township of Toms River Parking Authority

Meeting Minutes

Reorganizational Meeting
February 28 ,2024

Call to order

The reorganizational meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Vice Chairman Bill Beining, who also led those present in the flag salute.

Open Public Meetings Act Statement

This meeting is called in accordance with the Open Public Meetings Act of the State of New Jersey. Notice of the meeting was published in the Asbury Park Press. Notice was also posted on the bulletin board at Town Hall and placed on file with the Township Clerk for public review.

Roll call

Executive Director Pam Piner conducted a roll call as follows:

Commissioner Tariq Siddiqui	Absent
Commissioner Bill Beining	Present
Commissioner Norvella Lightbody	Present
Commissioner Brenda Tutela	Present
Commissioner Moshe Kupferstein	Present
Commissioner Mike Maulshagen	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Legal Counsel Joe Coronato, Jr.

Public Guests:

None

Approval of Minutes

Motion to approve the minutes of the December 2023 meeting: Commissioner Mike Maulshagen

2nd Motion: Secretary Norvella Lightbody

All in Favor

Motion to approve the minutes of the January 2024 meeting: Postponed – No attending quorum

Approval of the February 2024 Bill List for the Parking Authority

Nineteen (19) checks totaling \$26,649.32 and Nine (9) electronic payments totaling \$18,836.25 and Two (2) checks from the NJT Trust Account totaling \$68,781.10.

Motion to accept bill list for the Parking Authority: Treasurer Brenda Tutela

2nd Motion: Commissioner Mike Maulshagen

All in Favor

Roll Call:

Treasurer Brenda Tutela	Yes
Commissioner Mike Maulshagen	Yes
Secretary Norvella Lightbody	Yes

Commissioner Moshe Kupferstein	Yes
Chairman Tariq Siddiqui	Absent
Vice Chairman Bill Beining	Yes

Approval of the February 2024 Bill List for the Park and Ride

Fourteen (14) checks totaling \$14,843.34

Motion to accept bill list for the Park and Ride: Treasurer Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

All in Favor

Roll Call Vote:

Treasurer Brenda Tutela	Yes
Secretary Norvella Lightbody	Yes
Commissioner Mike Maulshagen	Yes
Commissioner Moshe Kupferstein	Yes
Chairman Tariq Siddiqui	Absent
Vice Chairman Bill Beining	Yes

Financial Overview

- The Parking Authority had YTD revenue as of January 31, 2024 of \$139,037. This is \$8,180 lower than the previous year. Total YTD expenses were \$13,026. A decrease of \$2,393 compared to the previous year. Net YTD revenue was \$114,564. A decrease of \$10,041 compared to 2023.
- The Park and Ride had YTD revenue as of January 31, 2024 of \$34,728. A decrease of \$2,472 compared to 2023. YTD expenses were \$229,772 a reduction of \$24,059 compared to 2022. YTD net revenue was \$-21,702 A decrease of \$79 compared to 2023.

Unfinished Business

- **NJT/DOT:** No new updates
- **2022 Audit:** Waiting for a draft copy from HFA
- **Street and Conversion Ticket Funds:** This will need to be readdressed with the new Administration
- **2024 Budget:** Pending approval of the 2022 audit and financial statements. Need year end numbers for 2022 to complete the 2024 budget.

New Business

- **Pay Phone at Bus Terminal:** The owner of the pay phone inside the bus terminal called to see if we wanted to continue service or have the phone removed. In order to keep the pay phone it would be a \$40 monthly fee going forward. The Board of Commissioners said to go ahead and have it removed.
- **RFQ's for meter pole replacement, line striping/space #painting, parking lot/parking garage sweeping:** RFQ's will be advertised for these projects and will be submitted to the Board of Commissioners at the next BOC meeting.
- **Gravelly Lawn Mower:** Vice Chairman Bill Beining recommended that the Gravelly riding lawn mower be auctioned on Municibid. The Authority outsources lawn care for the Park and Ride and the mower is no longer needed.
Motion to sell the Gravelly Riding Lawn Mower on Municibid: Vice Chairman Bill Beining
2nd Motion: Commissioner Mike Maulshagen
AIF
- **2nd Large Payment to the Division of Pensions for Employer Contributions:** After a brief discussion the Board of Commissioners voted to send a second payment of \$30,000

from the unrestricted land sale funds being held by Coronato Law toward the past due balance as a result of Covid.

Motion to authorize Joe Coronato of Coronato Law to release \$30,000 of the unrestricted funds from the land sale to Pam Piner to be submitted to the Division of Pensions towards the past due balance as a result of Covid: Secretary Novella Lightbody

2nd Motion: Treasurer Brenda Tutela

Roll Call Vote:

Secretary Novella Lightbody	Yes
Treasurer Brenda Tutela	Yes
Commissioner Mike Maulshagen	Yes
Commissioner Moshe Kupferstein	Yes
Chairman Tariq Siddiqui	Absent
Vice Chairman Bill Beining	Yes

Public Comments/Questions

- None

Executive Session

- None

Next Meeting Date

Thursday, March 28, 2024 @ 4:45 p.m. in the Sunshine Room.

Adjournment

There being no further business before the Board of Commissioners, a motion was made to adjourn the meeting.

Motion to Adjourn: Treasurer Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director