

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
July 27, 2023

Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Chairman Tariq Siddiqui, 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:

Chairman Tariq Siddiqui	Present
Vice Chairman Bill Beining	Present
Secretary Norvella Lightbody	Present
Treasurer Brenda Tutela	Absent
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 from the March 2023 meeting: Vice Chairman Bill Beining

2nd Motion: Commissioner Michael Maulshagen

Motion to approve the minutes from the April 2023 meeting: Vice Chairman Bill Beining

2nd Motion: Commissioner Michael Maulshagen

Approval of the May 2023 Minutes postpone until August Meeting – No Attending Quorum.

Approval of the June 2023 Bill List for the Parking Authority

Twenty Three (23) checks totaling \$36,647.94 and Seventeen (17) electronic payments totaling \$44,720.41 and Two (2) checks from the NJT Trust Account totaling \$70,361.41.

Motion to accept bill list for the Parking Authority: Secretary Norvella Lightbody

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call:

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

Approval of the July 2023 Bill List for the Parking Authority

Eighteen (18) checks totaling \$20,154.90 and fifteen (15) electronic payments totaling \$21,160.47 and Two (2) checks from the NJT Trust Account totaling \$64,430.29.

Motion to accept bill list for the Parking Authority: Secretary Norvella Lightbody

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call:

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

Approval of the June 2023 Bill List for the Park and Ride

Ten (10) checks totaling \$21,709.94

Motion to accept bill list for the Park and Ride: Vice Chairman Bill Beining

2nd Motion: Commissioner Michael Maulshagen

All in Favor

Roll Call Vote:

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

Approval of the July 2023 Bill List for the Park and Ride

Seven (7) checks totaling \$9,250.32

Motion to accept bill list for the Park and Ride: Vice Chairman Bill Beining

2nd Motion: Commissioner Michael Maulshagen

All in Favor

Roll Call Vote:

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

Financial Overview

- The Parking Authority had YTD revenue as of June 2023 of \$351,882. This is \$12,407 higher than the previous year. Total YTD expenses were \$225,266. An increase of \$19,832 compared to the previous year. Net YTD revenue was \$126,616. A decrease of \$7,425 compared to 2022.
- The Park and Ride had YTD revenue as of June 2023 of \$114,503. An increase of \$24,771 compared to 2022. YTD expenses were \$97,384. A reduction of \$22,267

compared to 2022. YTD net revenue was \$17,119 an increase of \$47,037 compared to 2022.

Unfinished Business

- **NJ/DOT Agreement:** No update
- **2023 Budget:** The Budget will be presented at the August meeting for approval.
- **MUA Shared Services Agreement for 2023:** **A motion was made to approve the shared services agreement with the MUA for the year 2023 with no changes:** Vice Chairman Bill Beining
2nd Motion: Commissioner Michael Maulshagen
Roll Call Vote:

Vice Chairman Bill Beining	Yes
Commissioner Michael Maulshagen	Yes
Treasurer Brenda Tutela	Absent
Secretary Norvella Lightbody	Yes
Commissioner Moshe Kupferstein	Yes
Chairman Tariq Siddiqui	Yes
- **Wells Fargo Lot:** Pam Piner stated that she had reached out to the owner of the Wells Fargo property via email to inquire about a possible enforcement contract. No reply has been received as of the meeting. Joe Coronato, Jr. asked that a copy of the email be sent to him for follow up.
- **Electric Car Charging Stations:** The Authority was contacted by EDF Renewables regarding 2 EV charging stations that was required to be gifted to the Parking Authority as part of an agreement concerning a project at the Ciba Geigy property. EDF would assume the cost of the 2 stations, permits and installation. They would also be prepaying 5 years service fee on both units. The Commissioners requested that a representative from EDF attend the August meeting to answer questions regarding the benefits of receiving these units for the Authority, how the Authority would manage the operation of the units and revenue possibilities if any. Pam Piner stated that she would coordinate their attendance.

New Business

- **None**

Open Discussion: Secretary Norvella Lightbody requested a discussion regarding the unpaid balance for the Authority's Employer Pension Contribution. The unpaid amount is \$130,000 but Pam Piner said that she would verify the exact amount. A discussion took place regarding whether surplus funds from the land sale be used to pay this debt or should the Authority create a plan to pay the debt monthly using current net funds, if any. Ms Lightbody expressed concern about the impact this unpaid liability could have on employees and stated that this should be a priority to be resolved. Vice Chairman Bill Beining stated that this would be discussed at the next financial committee meeting and a plan for repayment would be created.

Pam Piner stated that she was having difficulty hiring part time individuals for the positions that were approved by the Commissioners to be filled. She was not receiving any responses and it was discussed whether the hourly rate of pay may be a factor. Vice Chairman Bill Beining suggested that instead of hiring 3 part time positions that maybe it would be more beneficial to hire 1 full time employee that would be cross trained in the three areas that needed additional help. It was suggested to hire a part time person letting them know that the position had possibilities of becoming full time in the future.

Public Comments/Questions

- **None**

Executive Session

- None

Next Meeting Date

Thursday, August 24, 2023 @ 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: Secretary Norvella lightbody

2nd Motion: Vice Chairman Bill Beining

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director