

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
May 26, 2022

Call to order

The reorganizational 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 Richard Banach	Present
Vice Treasurer Brenda Tutela	Present
Commissioner Mike Sutton	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Legal Counsel Joe Coronato, Jr.

Public Guests:

None

Approval of Minutes

Motion to accept the Minutes of the April 4, 2022 (March) meeting: Vice Chairman Bill Beining

2nd Motion: Secretary Norvella Lightbody

All in Favor

Minutes of the April 28, 2022 meeting were postponed until the June 23, 2022 meeting.

Approval of the May 2022 Bill List for the Parking Authority

Twenty Two (22) checks totaling \$79,685.47 and Fourteen (14) electronic payments totaling \$32,213.56

Motion to accept bill list for the Parking Authority: Commissioner Mike Sutton

2nd Motion: Treasurer Richard J. Banach

Roll Call:

Commissioner Mike Sutton	Yes
Treasurer Richard J. Banach	Yes
Vice Treasurer Brenda Tutela	Yes
Secretary Norvella Lightbody	Yes

Vice Chairman Bill Beining
Chairman Tariq Siddiqui

Yes
Yes (Abstained from MUA Payments)

Approval of the May 2022 Bill List for the Park and Ride

Nine (9) checks totaling \$9,234.89

Secretary Norvella Lightbody had a question regarding Check 2118 payable to Bricktown Electric in the amount of \$4,875. Pam Piner explained that this was for the replacement of 13 lights in the parking lot at the Park and Ride. Ms. Lightbody questioned why this was not being paid by the NJDOT in lieu of their initial offer to replace all of the fixtures in the parking lot with newer lights. This offer was deferred once the NJDOT realized that the terminal and adjacent property was going to be demolished for NJ Natural Gas's soil remediation project. The NJDOT decided that the existing lights should be repaired/replaced. Ms. Lightbody requested that the check be held and that Ms. Piner reach out to the NJDOT for them to reimburse the account for the lighting repair or for the NJDOT to pay Bricktown Electric directly. The Park and Ride is still trying to recover from Covid financially and the NJDOT has assisted with other repairs post covid. The other Commissioners agreed and Ms. Piner pulled the check.

Motion to accept bill list for the Park and Ride with the exception of check #2118 payable to Bricktown Electric in the amount of \$4,875: Chairman Mike Sutton

2nd Motion: Vice Commissioner Bill Beining.

Roll Call Vote:

Commissioner Mike Sutton	Yes	
Vice Chairman Bill Beining	Yes	
Secretary Norvella Lightbody	Yes	
Treasurer Richard J. Banach	Yes	
Vice Treasurer Brenda Tutela	Yes	
Chairman Tariq Siddiqui	Yes	(Abstained from MUA Payments)

Financial Overview

- The Parking Authority had revenue in April 2022 of \$31,724. This is \$6,753 higher than the previous year. An improvement of 27%. Total expenses were \$44,064. An increase of \$1,393 compared to the previous year. Net revenue was \$(12,340). This is \$5,360 higher than the previous year. An improvement of 73%.
 - Total Funds as of 05/26/2022 was \$91,532
 - Unrestricted funds \$465
 - Reserved Funds \$46,100
 - Restricted Funds \$44,953 NJT
 - Restricted Funds \$14 Academy
 - Outstanding payables as of 05/26/2022 was \$48,411 plus \$137,000 of employer's pension contribution.
 - Total loan balances as of 04/28/2022 was \$46,995 plus \$450,000 pending for NJT.
- The Park and Ride had revenue in April 2022 of \$13,329. This is \$6,738 higher than the previous year. An improvement of 102%. Expenses were \$21,703. An increase of \$2,001 compared to the previous year. Net revenue was \$(8,374). This is an improvement of \$4,737 compared to the previous year. An improvement of 73%.
 - Total Funds as of 05/26/2022 was \$3,753
 - Unrestricted Funds \$3,753
 - Restricted Funds \$2,500 Contingency Fund
 - Outstanding payables as of 05/26/2022 was \$308,244
 - General payables was \$2,713 – status current
 - NJT Draw \$92,000

- Due to Parking Authority \$213,531

Unfinished Business

- **NJT Status:** Pending – No Update
- **Redevelopment Status/Land Sale:** Joe Coronato, Jr. Legal Counsel for the Authority provided an update regarding the sale negotiations for Lot H with the Township. A large portion of the proceeds received, by the Authority, from the sale will be used to pay NJT for bus ticket sales owed from 2020 during the beginning of Covid. The Township requested a stipulation that those funds are to be deposited into a Trust account until payment is made to NJT. The Board of Commissioners had no objections towards this request. The funds could be held in Trust with the Authority’s Legal Counsel, Coronato Law.
- **Municipal Public Auction:** The auction for the 2011 Ford F450 Dump Truck closed with the highest bid of \$29,100 from A and M Excavating.

A motion was made to approve the sale of the 2011 F450 Ford Dump Truck to the highest bidder, A and M Excavating at the amount of \$29,100: Vice Chairman Bill Beining

2nd Motion: Treasurer Richard J. Banach

Roll Call Vote:

Vice Chairman Bill Beining	Yes
Treasurer Richard J. Banach	Yes
Secretary Norvella Lightbody	Yes
Vice Treasurer Brenda Tutela	Yes
Commissioner Mike Sutton	Yes
Chairman Tariq Siddiqui	Yes

- **Request for handicap spaces on the street. Each space closest to each corner where there is a wheelchair accessible ramp:** This item has been referred to the Township Engineer and the Township Planner.

New Business

- **The 2022 Budget has been approved by the Division of Local Government Services and was presented to the Board of Commissioners for adoption.**

Motion to adopt the 2022 Toms River Parking Authority Budget as approved by the New Jersey Division of Local Government Services: Vice Chairman Bill Beining

2nd Motion: Vice Treasurer Brenda Tutela

Roll Call Vote:

Vice Chairman Bill Beining	Yes
Vice Treasurer Brenda Tutela	Yes
Secretary Norvella Lightbody	Yes
Treasurer Richard J. Banach	Yes
Commissioner Mike Sutton	Yes
Chairman Tariq Siddiqui	Yes

- **Parking for 2022 Weekly Farmer’s Market:** The weekly Farmer’s Market is being moved back to Huddy Park for the 2022 season and will be held each Wednesday. The Bid will be using the row of parking that aligns the park for farmers who will need to work out of their trucks. They have requested an additional 12 spots to offer free parking to attendees of the farmers market. The Bid will pay the Parking Authority for these spaces at \$.75 per hour for 8 hours. Parking spaces closest to Water Street Bar and Grill and the River Lady would remain open to the public.
- **Parking for Rotary Event on Saturday, June 4th:** The Parking Authority was made aware on May 25th of an event being held in Huddy Park on June 4th. The Rotary requested that the entire parking lot (Lot C) adjacent to Huddy Park be closed for their event which was expecting 500 attendees. Pam Piner explained to them that the lot could not be completely closed off as other businesses utilize this lot during the weekend. She offered them the same spaces as were used for each farmer’s market. The event had

already been approved by the Township so a parking plan for dumpsters, portable toilets and band vehicles needed to be identified. However, free public parking would not be offered.

Public Comments/Questions

- None

Executive Session

Motion to leave the public session and enter into an executive session to discuss personnel issues: Vice Treasurer Brenda Tutela

2nd Motion: Commissioner Mike Sutton

A complaint request that was forwarded to the Chairman and Vice Chairman from the Township Business Administrator, regarding a telephone conversation between Pam Piner the Director and a member of the public was discussed, addressed and resolved.

Motion to exit the executive session and return to public session: Commissioner Mike Sutton

2nd Motion: Vice Treasurer Richard J. Banach

Next Meeting Date

Thursday, June 23, 2022 @ 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: Vice Treasurer Brenda Tutela

2nd Motion: Chairman Tariq Siddiqui

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director