

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
August 1, 2018

Call to order

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

Commissioner/Chairman Michael Sutton	Absent
Commissioner/Vice Chairman Tariq Siddiqui	Present
Commissioner/Treasurer Bill Beining	Absent
Commissioner/Secretary Norvella Lightbody	Present
Commissioner/Vice Treasurer Richard Banach	Present
Commissioner Brenda Tutela	Present

Additional Attendees are as follows:

Executive Director Pam Piner

Public Guests:

None

Approval of Minutes

Motion to accept the Minutes of the May 2018 meeting: Vice Treasurer Richard J. Banach

2nd Motion: Commissioner Brenda Tutela

All in Favor

Motion to accept the Minutes of the June 2018 meeting: Commissioner Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

All in Favor

Approval of the July 2018 Bill List for the Parking Authority

Thirty (30) checks totaling \$302,167.47.

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

2nd Motion: Vice Treasurer Richard J. Banach

All in Favor

Approval of the July 2018 Bill List for the Park and Ride

Twelve (12) checks totaling \$26,459.43

Motion to accept bill list for the Park and Ride: Secretary Norvella Lightbody

2nd Motion: Vice Treasurer Richard J. Banach

All in Favor

Financial Overview

The financial position of the Authority continues to improve through June. Year to date the net position is projected to be \$2,676 at year end compared to \$(303,694) at year end 2017. This is an improvement of \$306,370. This improvement is a result of both an increase in revenue and a decrease in expenses.

New Business

- **Meeting with NJ DOT Regarding Soil Remediation**
The DOT and NJT have requested a meeting with New Jersey Natural Gas regarding the soil remediation and the affect it will have on the Park and Ride. The meeting date is tentative pending confirmation from both the DOT and NJT. It is expected to be held in September.
- **OPRA Request from NJFOG – New Jersey Foundation for Open Government**
An OPRA request was received from NJFOG regarding sunshine policy and procedures followed by the Parking Authority. All requested information has been forwarded to them.

Old Business

- **Meeting with Township Regarding 2017 Audit Results**
Mike Sutton and Pam Piner met with the new Township CFO, Sharon Smith and the Business Administrator, Don Guardian regarding the audit results. Once they received answers to their questions, received an explanation as to the cause of the current financial situation and the Authority's action plan to improve it's financial situation going forward, they were accepting. Their request was to receive a quarterly update on the Authority's financial status.

General Discussion

- None

Public Comments/Questions

- None

Executive Session

No Executive Session was held.

Next Meeting Date

Wednesday, August 29, 2018 @ 4:45 p.m. in the Community 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 Treasurer Richard J. Banach

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director