

# Township of Toms River Parking Authority

## Meeting Minutes

Regular Meeting  
December 28, 2023

### 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 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:

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

Additional Attendees are as follows:

Executive Director Pam Piner  
Legal Counsel Joe Coronato, Jr.

Public Guests:

None

### Approval of Minutes

Approval of November Minutes postponed until January 2024 meeting.

### Approval of the December 2023 Bill List for the Parking Authority

Sixteen (16) checks totaling \$22,850.55 and Fifteen (15) electronic payments totaling \$23,361 and One (1) checks from the NJT Trust Account totaling \$56,210.12.

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

**2<sup>nd</sup> Motion:** Treasurer Brenda Tutela

**All in Favor**

**Roll Call:**

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

### Approval of the December 2023 Bill List for the Park and Ride

Ten (10) checks totaling \$21,744.15

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

**2<sup>nd</sup> Motion:** Commissioner Michael Maulshagen

**All in Favor**

**Roll Call Vote:**

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

**Financial Overview**

- The Parking Authority had YTD revenue as of November 2023 of \$492,917. This is \$11,600 lower than the previous year. Total YTD expenses were \$441,704. An increase of \$18,776 compared to the previous year. This increase is a result of converting the street meters from 3G modems to 4G modems and unexpected repairs to the vehicles. Net YTD revenue was \$51,270. A decrease of \$30,351 compared to 2022.
- The Park and Ride had YTD revenue as of November 2023 of \$190,713. An increase of \$32,922 compared to 2022. YTD expenses were \$194,908. A reduction of \$26,934 compared to 2022. YTD net revenue was \$-4,193 an improvement of \$59,858 compared to 2022.

**Unfinished Business**

- **NJ/DOT Agreement:** On December 19<sup>th</sup> Tariq Siddiqui, Pam Piner and Joe Coronato, Jr. had a conference call with New Jersey Transit per their request. Their main concern was getting the Parking Authority to release the ticket sales money being held in Trust as a result of the Covid closures. Joe Coronato, Jr. explained that the monies were being held in Trust until NJT came to the table to finalize the Park and Ride contract which has been operating on a 30 day clause since 2004. A general discussion took place regarding several issues that need immediate attention in order to improve the current situation between the Parking Authority and the operation of the Park and Ride including how the Authority is going to recoup monies owed to them from NJT. At the end of the conference all it was agreed that NJT's request to receive \$300,000 of the monies being held in Trust would be present to the Parking Authority's Board of Commissioners at their next meeting on December 28<sup>th</sup>. Joe Coronato, Jr. presented all of this information to the Board of Commissioners in attendance and after a lengthy discussion, it was decided to release \$250,000 of the Trust funds until a new contract could be negotiated and agreed upon. The Board of Commissioners also requested that NJT be given a 60 day deadline to update some of the terms of the agreement that are putting the Authority at a large financial disadvantage and causing them to subsidize the Park and Ride operations at their own expense.

**Motion to release \$250,000 of Covid bus ticket sales being held in an escrow account to NJT with a sixty day deadline for NJT to produce a new contract regarding the future bus ticket sales and Park and Ride operation with the Toms**

**River Parking Authority:** Secretary Norvella Lightbody

**2<sup>nd</sup> Motion:** Treasurer Brenda Tutela

**Roll Call Vote:**

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

The funds will be dispersed directly from the Escrow account of Coronato Law, where the total funds are being held, to NJT

- **2022 Audit:** Still waiting for the final draft
- **Street and Conversion Ticket Funds:** The first report issued from the State's PATS system was received on December 12<sup>th</sup>. Judy Tutela, Township CFO, said she would continue the conversation of this subject to the new Township Administration as soon as the change of administration became settled.

### **New Business**

- **Resolution Accepting Smart Car Auction Results:** A resolution for the acceptance of the final bids for the sale of the two Smart Cars through Municibid was presented to the Board of Commissioners for acceptance.

**Motion to accept the highest and final bid for the sale of the two Smart Cars through an auction held on Municibid by Mardechai Markovits for the total bid of \$7,500:**

Secretary Norvella Lightbody

**2<sup>nd</sup> Motion:** Commissioner Michael Maulshagen

**Roll Call Vote:**

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

- **Professional Services RFP's:** Pam Piner stated that an advertisement to solicit bids for Accounting Services, Auditing Services and Legal Services would be in the Asbury Park Press the first week of January. Received bids will be presented at the BOC meeting scheduled for January 25, 2024.
- **Minimum Wage Increase:** Pam Piner informed the Board of Commissioners that the minimum wage would be increasing to \$15.13 effective January 1, 2024. This will affect one employee who is currently making \$15.00.
- **Shared Services Agreement with the Township for trash cleanup in the Parking Garage:** Pam Piner stated that she may be utilizing the credit with the Township from the land sale to assist with garbage/trash clean up in the parking garage. The employee who usually takes care of this is currently covering for the Enforcement Office who is out on medical leave.
- **NJT Scan and Scoot:** Pam Piner shared information regarding another NJT new method for purchasing bus tickets furthering the reduction of in person ticket sales at the bus terminal. Effective January 13, 2024, riders will be able to purchase their bus tickets on the bus using a debit/credit card. Since the bus terminal is not approved to accept debit/credit cards, it is expected that bus ticket commissions will continue to decline which will further the problems that are currently straining the Parking Authority's relationship with NJT.

### **Public Comments/Questions**

- None

### **Executive Session**

- None

### **Next Meeting Date**

Thursday, January 25, 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

**2<sup>nd</sup> Motion:** Secretary Norvella Lightbody

**All in Favor**

Respectfully Submitted,

Pam Piner  
Executive Director