

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
October 28, 2021

Call to order

Chairman Tariq Siddiqui, who also led those in a flag salute, called the regular meeting of the Toms River Township Parking Authority to order at 4:45 p.m.

Open Public Meetings Act Statement

This meeting was 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	Absent
Vice Treasurer Brenda Tutela	Present
Commissioner Mike Sutton	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Joe Coronato, Jr., Coronato Law

Public Guests:

None

Approval of Minutes

Motion to accept the Minutes of the September 2021 meeting: Vice Treasurer Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

All in Favor

Approval of the October 2021 Bill List for the Parking Authority

Twenty Five (25) checks totaling \$74,113.45 and Fifteen (15) electronic payments totaling \$26,332.87.

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

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call:

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

Approval of the October 2021 Bill List for the Park and Ride

Seven (7) checks totaling \$13,540.96

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

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Roll Call Vote:

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

Financial Overview

- The Parking Authority had YTD revenue as of September 2021 of \$424,796. This is \$65,534 higher than the previous year even with January and February of 2020 being pre-covid. Total YTD expenses were \$304,544. A reduction of \$130,000 compared to the previous year. Net YTD revenue was \$120,252. An improvement of \$195,534 compared to 2020.
 - Total funds as of 10/28/21 was \$52,892
 - Unrestricted funds \$4,323
 - Reserve Funds \$17,300
 - NJT Restricted Funds \$31,004
 - Academy Restricted Funds \$265
 - Outstanding payables as of 10/28/21 was \$59,537 plus \$144,000 of employer's pension contribution.
 - Total loan balances as of 10/28/21 was \$69,872 plus \$450,000 pending for NJT.
- The Park and Ride had YTD revenue of \$88,742 in August 2021. A decrease of \$39,903 compared to 2020, which had two months of pre-covid revenue. YTD expenses were \$154,405 compared to \$161,612 in 2020, a decrease of \$7,206. YTD net revenue was a deficit of (\$65,664) compared to \$(32,967) in 2020, which included two months of pre-covid.
 - Total funds as of 10/28/21 was \$564
 - Outstanding payables as of 10/28/21 was \$254,139
 - General payables was \$4,259, status current
 - NJT Draw \$64,000
 - Due to Parking Authority \$185,880

Unfinished Business

- **NJT Status:** This is an ongoing negotiation with NJ Transit. Legal Counsel, Joe Coronato gave a brief update stating that there was nothing new to update.
- **2020 Audit:** Laura Holman from HFA will present the 2020 year end audit results at the November meeting. A draft of the audit and financial statements will be emailed to all Commissioners the first week in November.
- **Lot H Appraisal:** legal Counsel, Joe Coronato stated that he expects to have the completed appraisal by November 5th.

New Business

- **2021-2022: Medical, Liability, Auto, Umbrella, Worker's Compensation and Director's and Officers' Policy Renewal:**

- The Township is changing the medical plan from NJHBCBS to Aetna effective January 1, 2022 due to NJHBCBS presenting a 17% increase in premium costs. Aetna presented similar plans that will only have a 6% increase in premium costs from 2021 premium costs. Prescription coverage will remain with Benecard with not increase.
- Liability, Auto, Umbrella and Directors/Officers Policies renewed at \$52,345. An 8% increase from the previous year.

General Discussion

- None

Public Comments/Questions

- None

Next Meeting Date

Thursday, November 18, 2021 @ 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 Chairman Bill Beining

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director