

Township of Toms River Parking Authority

Meeting Minutes

Reorganizational Meeting
January 23, 2020

Call to order

The reorganizational meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Legal Counsel Tom Gannon 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 Michael Sutton	Absent
Commissioner Tariq Siddiqui	Present
Commissioner Bill Beining	Present
Commissioner Norvella Lightbody	Present
Commissioner Richard Banach	Present
Commissioner Brenda Tutela	Present
Commissioner Justin Lamb	Present

Motion to excuse Michael Sutton from attendance due to illness: Commissioner Bill Beining

2nd Motion: Commissioner Norvella Lightbody

All in Favor

Roll Call:

Commissioner Bill Beining	Yes
Commissioner Norvella Lightbody	Yes
Commissioner Tariq Siddiqui	Yes
Commissioner Richard J. Banach	Yes
Commissioner Brenda Tutela	Yes
Commissioner Justin Lamb	Yes

Additional Attendees are as follows:

Executive Director Pam Piner
Legal Counsel Tom Gannon

Public Guests:

None

Election of Board Officers

Chairman Nominated: Tariq Siddiqui

Motion to Accept Nomination and Elect Tariq Siddiqui as Chairman: Commissioner Bill Beining

2nd: Commissioner Richard J. Banach

All in Favor

Roll Call:

Commissioner Bill Beining	Yes
Commissioner Richard J. Banach	Yes
Commissioner Norvella Lightbody	Yes
Commissioner Brenda Tutela	Yes
Commissioner Justin Lamb	Yes
Commissioner Michael Sutton	Absent

The meeting was turned over to Chairman Tariq Siddiqui.

Vice Chairman Nominated: Bill Beining

Motion to Accept Nomination and Elect Bill Beining as Vice Chairman:

Commissioner Richard J. Banach

2nd: Commissioner Brenda Tutela

All in Favor

Roll Call:

Commissioner Richard J. Banach	Yes
Commissioner Brenda Tutela	Yes
Chairman Tariq Siddiqui	Yes
Commissioner Norvella Lightbody	Yes
Commissioner Justin Lamb	Yes
Commissioner Michael Sutton	Absent

Secretary Nominated: Norvella Lightbody

Motion to Accept Nomination and Elect Norvella Lightbody as Secretary:

Commissioner Richard J. Banach

2nd: Vice Chairman Bill Beining

All in Favor

Roll Call:

Commissioner Richard J. Banach	Yes
Vice Chairman Bill Beining	Yes
Chairman Tariq Siddiqui	Yes
Commissioner Brenda Tutela	Yes
Commissioner Justin Lamb	Yes
Commissioner Michael Sutton	Absent

Treasurer Nominated: Richard J. Banach

Motion to Accept Nomination and Elect Richard J. Banach as Treasurer: Vice

Chairman Bill Beining

2nd: Secretary Norvella Lightbody

All in Favor

Roll Call:

Vice Chairman Bill Beining	Yes
Secretary Norvella	Yes
Chairman Tariq Siddiqui	Yes
Commissioner Brenda Tuela	Yes
Commissioner Justin Lamb	Yes
Commissioner Michael Sutton	Absent

Vice Treasurer Nominated: Brenda Tutela

Motion to Accept Nomination and Elect Brenda Tutela as Vice Treasurer: Secretary
Norvella Lightbody

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call:

Secretary Norvella Lightbody	Yes
Vice Chairman Bill Beining	Yes
Chairman Tariq Siddqui	Yes
Treasurer Richard J. Banach	Yes
Commissioner Justin Lamb	Yes
Michael Sutton	Absent

Resolution Scheduling Regular Meetings of the Parking Authority Board of Commissioners as the 4th Thursday of each month.

Thursday, January 23, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, February 27, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, March 26, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, April 23, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, May 28, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, June 25, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, July 23, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, August 27, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, September 24, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, October 22, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, November 19, 2020 at 4:45 p.m. Town Hall – Community Room

Thursday, December 17, 2020 at 4:45 p.m. Town Hall – Community Room

Motion: Treasurer Richard J. Banach

2nd: Vice Treasurer Brenda Tutela

All in Favor

Resolution Authorizing Commissioners to Sign Checks

Motion: Secretary Norvella Lightbody

2nd: Vice Chairman Bill Beining

All in Favor

Resolution Designating TD Bank as Official Depository

Motion: Vice Chairman Bill Beining

2nd: Vice Treasurer Brenda Tutela

All in Favor

Resolution Designating the Asbury Park Press as the Official Newspaper

Motion: Secretary Norvella Lightbody

2nd: Treasurer Richard J. Banach

All in Favor

Resolution Consenting to Appointment of Parking Violation Officers:

Mary McClave – Badge #863
Marian Nadeau – Badge #857
Pamela Piner – Badge #858
Lisa Chirauzzi-Manganiello – Badge #860

Motion: Secretary Norvella Lightbody
2nd: Vice Chairman Bill Beining
All in Favor

Approval of Minutes

Motion to accept the Minutes of the November 2019 meeting: Vice Treasurer Brenda Tutela
2nd Motion: Treasurer Richard J. Banach
All in Favor
Abstentions: Vice Chairman Bill Beining
Secretary Norvella Lightbody

Approval of the January 2020 Bill List for the Parking Authority

Fifty Seven (57) checks totaling \$827,368.93
Motion to accept bill list for the Parking Authority: Secretary Norvella Lightbody
2nd Motion: Treasurer Richard J. Banach
All in Favor
Roll Call:

Secretary Norvella Lightbody	Yes	
Treasurer Richard J. Banach	Yes	
Chairman Tariq Siddiqui	Yes	Abstains from all MUA checks
Vice Chairman Bill Beining	Yes	
Vice Treasurer Brenda Tutela	Yes	
Commissioner Justin Lamb	Yes	
Commissioner Michael Sutton	Absent	

Approval of the January 2020 Bill List for the Park and Ride

Twenty Four (24) checks totaling \$37,134.62
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	
Chairman Tariq Siddiqui	Yes	Abstains from all MUA checks
Treasurer Richard J. Banach	Yes	
Secretary Norvella Lightbody	Yes	
Commissioner Justin Lamb	Yes	
Commissioner Michael Sutton	Absent	

Financial Overview

- The Authority ended the year with a significant improvement of \$44,687 over the previous year. Revenue was \$13,051 lower than the previous year with total expenses ending \$44,587 lower than 2019. The improvement of net income for the year was a result in lowering expenditures.
- The Park and Ride also ended the year with a significant improvement of \$13,917 over the previous year. Revenue \$911 lower than the previous year with total expenses ending

\$14, 828 lower than 2019. The improvement of net income for the year was again the result of lowering expenditures.

New Business

- **2020 Budget:** The 2020 Budget with a Late Budget Resolution was presented to the Board of Commissioners for approval:

Motion to approve the 2020 Budget as presented: Vice Chairman Bill Beining

2nd Motion: Treasurer Richard J. Banach

All in Favor

Roll Call Vote:

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

Motion to accept the Late Budget Resolution as written: Vice Chairman Bill Beining

2nd Motion: Treasurer Richard J. Banach

All in Favor

Roll Call Vote:

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

- **Healthcare Renewal for 2020:** There were no increases to the Healthcare premiums for the coverage year 2020.
- **2020 Year End Audit:** Scheduled for the 2nd and 3rd weeks in March.

Public Comments/Questions

- None

Executive Session

An Executive Session was held to discuss personnel issues and salary increases for 2020.

Motion to leave the public session and go into Executive Session: Treasurer Richard J. Banach

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Motion to leave Executive Session and return to the public session: Secretary Norvella Lightbody

2nd Motion: Vice Treasurer Brenda Tutela

Salary increase recommendations for 2020 were presented to the Board for approval. It was requested to delay this approval until March or April 2020.

Tom Gannon, Legal Counsel was requested to inform employee David Cowell of a hearing regarding his employment. This hearing will take place in front of the Board of Commissioners at

the regular schedule Board of Commissioners' meeting on Thursday, February 27, 2020. Further details will be made disclosed at a later date.

Next Meeting Date

Thursday, March 26, 2020 @ 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: Commissioner Justin Lamb

2nd Motion: Vice Chairman Bill Beining

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director