

A Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held via telephone conference call at 2000 Lincoln Avenue, Pompton Lakes, New Jersey on April 19, 2021.

In accordance with the New Jersey Open Public Meetings Act, adequate notice of this meeting was provided. Letters to North Jersey Herald News, Suburban Trends, and the Administrator of Pompton Lakes, dated April 15, 2021 gave notice that the Regular Meeting of the Authority would be held at 6:00pm Monday, April 19, 2021. The meeting was held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey via telephone conference call. A notice stipulating the time and date of this meeting was also posted in a public place, to wit: 2000 Lincoln Avenue, Pompton Lakes, New Jersey.

Roll Call was as follows:

PRESENT: Kevin Carroll
Neal Galletta
Michael Longo
Lloyd Kent
Tim Troast
John Wegele (Superintendent)
Jeffrey M. Kassover (Attorney)

ABSENT:
Jennifer Polidori Council Liaison

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote the minutes from the Regular Meeting March 15, 2021 were accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None
Abstain:	None

Chairman Carroll noted that no one was present for the Public Portion of the meeting.

Chairman Carroll gave a reminder to all the Commissioners to file their Financial Disclosure Statements by April 30th, 2021.

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for April	\$ 158,003.32
Additional Expenses for March	\$ 1,630.05
Hospitalization for April	\$ 25,319.06
Operating Payroll/Gross March	\$ 88,740.76
Social Security for March	\$ 5,163.95
Meter Deposit Refund for March	<u>\$ 1,189.00</u>
TOTAL	\$280,046.14

Mr. Galletta also presented a resolution to adopt the Pompton Lakes Utilities Authority budget for the fiscal year, June 1, 2021 to May 31, 2022, to be submitted to the state for approval.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote it was certified that the funds are available and budgeted to pay these expenses and to adopt the Authority's budget was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

PERSONNEL:

Mr. Troast reported that half of the Authority's employees received their first Covid 19 vaccinations and one employee is fully vaccinated. The employees that chose not to be vaccinated have all signed and dated documentation stating that they have declined the Covid-19 Vaccine. Mr. Troast noted in addition, unvaccinated employees must now use sick or personal time to be excused from work should they come in contact with a person who has Covid-19 or their family members (whom they reside with) test positive for the Covid-19 Virus. Mr. Troast stated if any employee decides in the future to get the vaccination the letter will be removed from their file. Mr. Troast also reported on the Authority's Personnel Policies and Procedures Manual/Handbook that has been updated as required by the (JIF) Joint Insurance Fund. Mr. Kassover read a resolution for the record.

UPON MOTION duly made by Mr. Troast and seconded by Chairman Carroll, and upon roll call vote the update of the Authority’s Personnel Manuel/Handbook was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

Mr. Galletta noted Superintendent, Mr. Wegele, will also update the cover page of the Employee Handbook including the dates/years when all updates were made.

WATER OPERATIONS:

Mr. Kent submitted Mr. Wegele’s Water Report and reported that water pumping seems to be ahead from last year. Mr. Kent also reported that the Spring Hydrant Flushing Program will begin on Monday, May 3, 2021 between the hours of 12:00 AM and 6:00 AM in order to cause the least inconvenience to our customers. Mr. Kent also noted customers may experience temporary discoloration in their water or a drop in water pressure during the program. Mr. Kent requested to send a copy of the memo to Councilwoman Polidori so she can report it at the next council meeting. Mr. Wegele stated the Mayor, Kevin Boyle, Jennifer Polidori, and the Chief of police have all received a memo regarding the Spring Hydrant Flushing.

UPON MOTION duly made by Mr. Longo and seconded by Chairman Carroll, and upon roll call vote the water report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

Chairman Carroll inquired about an incident that occurred on March 22, 2021 when one of the Authority’s employees, Chris Brown, turned the water service off and replaced the water meter at Joe Grill Field House. The water meter froze due to the water being turned on by an unknown party. Chairman Carroll would like to put a stop to someone turning on the water without notifying the Authority to prevent another meter from freezing.

WASTEWATER OPERATIONS:

Mr. Longo submitted Mr. Wegele’s monthly Wastewater Operations report and reported progress.

UPON MOTION duly made by Mr. Troast and seconded by Chairman Carroll, and upon roll call vote the Wastewater Report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

SUPERINTENDENT’S REPORT:

Mr. Wegele reported that the East Pond Hole sewer main should be completed by the end of the week. Mr. Wegele noted that the Town Square’s new store, Lidl, completed the tapping of the water main, and their fire protection line. They have also purchased a 2” meter and paid for their connection fees in full. Mr. Wegele also reported the Authority will be conducting a drill this evening with Pompton Lakes Fire Department Rescue Squad at the South Sewage Pumping Station. Chairman Carroll inquired about the sludge hauling number being high for the month of March. Mr. Wegele informed the Chairman there was an issue with the drum thickener that has since been resolved.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Longo, and upon roll call vote the Superintendent’s report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

ATTORNEY’S REPORT:

Mr. Kassover reported that the Commissioners approved and adopted the resolutions he prepared for the updated Personnel Policies and Procedures Manual/Handbook. Mr. Kassover stated that he will now complete the Employment Practices Best Practices Checklist and sign the Certificate to mail to the MEL Fund Office. Mr. Kassover also reported he received the Developers Agreement for 9 Hamburg Urban Renewal, LLC all that is needed is for Chairman Carroll and Secretary Michael Longo to sign the Agreement. Mr. Kassover noted that he received an email from Alaimo Group regarding the legal notice for the Lower Twin Lakes Dam bid. Mr. Kassover will have the Notice to Bidders published with a bid opening date of June 1, 2021 at 10:00am held at 2000 Lincoln Avenue, Pompton Lakes, NJ 07442.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the Attorney's report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

OLD BUSINESS:

Chairman Carroll reported he will meet with Commissioner Troast and Mr. Wegele to discuss Crew Engineering's proposal regarding the Water and Wastewater Facilities Assessment proposal they submitted.

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion on items 1 through 7.

There was some discussion on the correspondence.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote items 1 through 7 was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote the Regular Meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 6:47pm.

Vote:	Ayes	Carroll, Galletta, Longo, Kent, Troast
	Nays:	None
	Absent:	None

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary