

A Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held at the Administration Building, 2000 Lincoln Avenue, Pompton Lakes, New Jersey on Monday August 27, 2012.

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 February 22, 2012 gave notice that the Regular Meeting of the Authority would be held at 6:00 pm on Monday August 27, 2012. The meeting will be held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey. 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: George D. Decker
Lawrence DeMaio
Neal Galletta
Michael Longo
John Wegele (Operations Manager)
Jeffrey M. Kassover (Attorney)
John Black (Consulting Engineer)
Councilman Baig (attended workshop)

ABSENT: Kevin P. Carroll

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the minutes from the Regular Meeting held on July 23, 2012 were accepted.

Vote:

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| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

Mr. Decker noted for the record that no one from the public was present.

FINANCIAL OPERATIONS:

In Mr. Carroll absence Mr. Decker presented the following bills for approval:

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| Operating Vouchers | \$ 81,834.68 |
| Additional vouchers | 2,854.01 |
| Additional Expenses for July | 1,859.39 |
| Hospitalization for August | 25,898.56 |
| Operating Payroll/Gross July | 77,914.77 |
| Social Security July | 8,103.14 |
| Meter Deposit Refunds July | <u>\$ 257.00</u> |
| | \$198,721.55 |

CAPITAL EXPENSES:

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|--------------------------------|-----------------|
| Water Works Supply Co, Inc. | \$3,740.26 |
| Pumping Services, Inc. | 5,081.92 |
| O'Brien & Gere Engineers, Inc. | 7,375.00 |
| Lee T. Purcell Associates | <u>5,440.00</u> |
| | \$21,637.18 |

NJEIT:

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| Lee T. Purcell Associates | \$7,611.80 |
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UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote it was certified that the funds are available and budgeted to pay these expenses and the Finance Report was accepted.

Vote:

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| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

Mr. Decker noted that the first quarter's water and sewer billing collections were 25% of budget.

Mr. Decker reported that the Authority is ready to proceed with closing its accounts in Wells Fargo and transferring the funds to TD Bank. Mr. Decker presented signature cards to the commissioners for their signature. Mr. Decker noted that the agreement with TD Bank states that if the Authority maintains a certain balance no service fees will be incurred. This change will take place after the end of the quarter which is September 1, 2012.

PERSONNEL:

Mr. DeMaio reported that Mrs. Pete will be retiring on December 1, 2012. Mr. Decker and Mr. DeMaio interviewed three candidates last week and they have a recommendation to hire Mary Scanlan as a clerk typist at an hourly rate of \$18.00 for a ninety-day probation period. After a successful probationary period Ms. Scanlan's hourly rate will be increased to \$20.00.

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Longo and upon roll call vote Ms. Scanlan will be hired as of September 4, 2012 at any hourly rate of \$18.00.

Vote:

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|---------|---------------------------------|
| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

EXECUTIVE DIRECTOR/FACILITIES REPORT:

Mr. Decker reported progress.

WATER OPERATIONS:

Mr. Galletta submitted Mr. Wegele’s Water Report and noted that the month was standard duties. Mr. Galletta also noted that the Authority replaced or repaired all water main valve boxes on Ramapo Avenue from Lakeside Avenue to Hamburg Turnpike in preparation for the county to pave. Within the next 12 months the county will be paving Ramapo Avenue from Hamburg Turnpike to Riverdale Road. Mr. Wegele will insure that the Authority has enough material to repair or replace the water valve boxes.

Mr. Galletta reported that water consumption is down a tenth of percent over 2010 but is 5 percent over 2011.

UPON MOTION duly made by Mr. Longo and seconded by Mr. DeMaio and upon roll call vote the Water Operations Report was accepted.

Vote:

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|---------|---------------------------------|
| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

SEWER OPERATIONS:

Mr. Longo submitted Mr. Wegele’s Sewer Report and noted that the Authority has entered into a new 5-year contract with Passaic Valley Sewage Commission. The rate for sludge went from \$37.50 a gallon to \$42.50 but Mr. Longo noted that since the sludge is significantly less the rate increase will not be a factor.

Mr. Longo reported that the oil and grease samples have been taken. Mr. Wegele has contacted the businesses that failed and those businesses have been charged an oil and grease surcharge.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the Sewer Operations Report was accepted.

Vote:

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|---------|---------------------------------|
| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

OPERATIONS MANAGER’S REPORT:

Mr. Wegele reported that there was another New Jersey Joint Insurance Fund (JIF) inspection done. The inspection found that the boiler needed a temperature control switch. Mr. Wegele reported that the switch has been installed and the inspector will re-inspect it this week.

ATTORNEY’S REPORT:

Mr. Kassover reported that he sent a letter to Mr. Anderson regarding the delinquent bill for the duplex he owns on Ringwood Avenue. Since there is only one shut off for both units, Mr. Kassover explained that since the account is in his name the Authority can shut the entire house off due to non-payment.

Mr. Kassover reported that he sent the Attorney’s letter to Mr. Paul Cuva as requested for the annual audit.

Mr. Kassover reported that he sent a letter to the North Jersey Police Radio Association requesting payment for a BID tax bill that was overlooked. Mrs. Shortway stated that the payment has been received.

ENGINEER’S REPORT:

Mr. Black reported that the final paving of Garden Road will be done sometime in October.

Mr. Black also reported that the equipment necessary for the Gravity Thickener Project should be delivered by mid October 2012.

Mr. Black noted that work continues on the Wastewater Management Plan. The NJDEP has sent a sample resolution for the Borough of Pompton Lakes, the Authority and The Highland Council which can be adopted but does not have to be for the plan to move forward. Mr. Black noted that there is a notice that must be published in the Star Ledger on September 4, 2012, Mr. Black will forward the notice to Mr. Kassover for publication.

Mr. Wegele had some discussion with Mr. Black regarding the installation of iron and manganese removal systems at Well No. 1 and 2. It will be discussed further in the future.

Mr. Kassover noted that he will publish the Notice to Bidders for the Furnish and Delivery of Liquid Aluminum Sulfate 2-year contract effective November 1, 2012.

UPON MOTION duly made by Mr. Longo and seconded by Mr. DeMaio and upon roll call vote the reports of the Operations Manager, Attorney and the Engineer were accepted.

Vote:

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|---------|---------------------------------|
| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

CORRESPONDENCE:

There was some discussion regarding certain Receive and File items.

UPON MOTION duly made by Mr. Longo and seconded by Mr. Galletta and upon roll call vote items 1 through 21 with the addition of No. 22 which is a letter dated August 22, 2012 from Lee T. Purcell to Chairman Decker regarding the Wastewater Management Plan, No. 23 which is a notice dated August 20, 2012 from the NJDEP Division of Water Supply and Geoscience-Safe Drinking Water regarding funding programs and No. 24 which is a letter dated August 16, 2012 from the State of New Jersey Department of Community Affairs regarding the audit conducted at the Authority relating to the ARRA funding received by the Authority were accepted.

Vote:

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|---------|---------------------------------|
| Ayes | Decker, DeMaio, Galletta, Longo |
| Nays: | None |
| Absent: | Carroll |

NEW BUSINESS:

Mr. Decker noted that the plant is running very good and he wants to continue to be proactive.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 6:50 pm.

Vote:

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| Ayes | Decker, DeMaio, Galletta Longo |
| Nays: | None |
| Absent: | Carroll |

Prepared by: Kathleen Shortway
Office Manager

Respectfully submitted by:

Lawrence DeMaio
Secretary

