

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 Thursday August 22, 2013.

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 July 30, 2013 gave notice that the Regular Meeting of the Authority would be held at 6:00 pm on Thursday August 22, 2013. The meeting was 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)
Lawrence Tossi
Councilman Baig (attended workshop)

ABSENT: Kevin P. Carroll

UPON MOTION duly made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the minutes from the Regular Meeting held on July 22, 2013 were accepted.

Vote:

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

Mr. Decker noted for the record that no one was present for the public portion of the meeting.

FINANCIAL OPERATIONS:

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

Operating voucher	\$64,202.27
Additional Expenses for July	4,090.80
Hospitalization for August	23,819.70
Operating Payroll/Gross July	75,551.44
Social Security July	5,697.90
Meter Deposit Refund July	<u>385.50</u>
	\$173,747.61

CAPITAL:

CNH Capital America, LLC	\$13,072.40
Precision	3,485.00
Security System Solutions	11,624.51
Skyline Environmental Group	8,424.00
Trico Equipment	3,700.00
Lee T. Purcell Associates	<u>4,420.00</u>
	\$44,725.91

UPON MOTION duly made by Mr. Decker and seconded by Mr. DeMaio and upon roll call vote it was certified that the funds are available and budgeted to pay these expenses.

Vote:

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

Mr. Decker reported that the budget for the fiscal year June 1, 2013 to May 31, 2014 was approved by the state.

Mr. Decker also reported that the Authority's auditors have completed the audit but he has not received the completed report as of yet.

Mr. Decker presented a resolution to renew the Authority's membership to the New Jersey Utility Authorities Joint Insurance Fund.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the resolution to renew the Authority membership in the New Jersey Utility Authorities Joint Insurance Fund for the period January 1, 2014 to January 1, 2017 was approved.

Vote:

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

PERSONNEL:

Mr. DeMaio reported that the Authority is down four employees in the last year and has hired three people. Mr. DeMaio made a recommendation to hire Mark Stinnard from Pompton Lakes which will bring the Operations Department back to near full force. Mr. Stinnard will start his employment on September 30, 2013 at hourly rate of \$12.00.

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote Mark Stinnard will be hired as of September 30, 2013 at an hourly rate of \$12.00.

Vote:

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

EXECUTIVE DIRECTOR/FACILITIES REPORT:

Mr. Decker reported that the Authority received a second request from Richard Cubberly of the NJDEP Trust Fund Management regarding past debt service. Mr. Decker along with Mr. Kassover have prepared a response to Mr. Cubberly which was reviewed in work session.

WATER OPERATIONS:

Mr. Galletta submitted Mr. Wegele's Water Report and noted that the dirty water complaint at 200 Wanaque was discussed in work session as well as the fuel tank removal at the Treatment Plant and Well House No. 1.

Mr. Galletta noted that the water consumption is down 2.3% compared to 2011 and down 7.7% compared to 2012.

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

Vote:

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

Mr. Decker noted that he had one more item under Facilities and that is the BiAnnual inspection of the Twin Lakes Dam. The inspection will be done October 21, 2013. Mr. Decker requested a motion to hire Alamo Engineering to do the inspection at a cost of \$3,500.00

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote Alamo Engineering will do the inspection of the Twin Lakes Dam.

Vote:

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

SEWER OPERATIONS:

Mr. Longo submitted Mr. Wegele's Sewer Report and noted that the resident at 161 Olive Avenue sent a letter to the Authority complimenting the Authority's personnel on the outstanding job they did at her house relating to a sewer backup.

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

Vote:

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

OPERATIONS MANAGER’S REPORT:

Mr. Wegele reported progress.

ATTORNEY’S REPORT:

Mr. Kassover reported that he sent a letter to Mr. Bruce Anderson who has a property at 43/45 Ringwood Avenue regarding an unpaid water and sewer bill for one half of his duplex and informing him that the Authority is within their rights to turn the water off to the entire house if the bill is not paid.

Mr. Kassover also reported that he discussed with Mr. Decker and Mr. Carroll the need for a Mutual Confidentiality and Non-Disclosure Agreement with Creative Utility Billing, Inc. d/b/a Creative Technologies. Mr. Kassover drafted an agreement which has been signed by them and the Authority.

Mr. Kassover reported that Mr. Wegele presented a letter regarding the need for an Emergency Resolution to acquire an Emergency Generator for the South Pump Station. Mr. Kassover prepared a resolution but would like to make a few revisions before the resolution is signed. Mr. Decker stated that the resolution will be adopted today and signed when the revisions are complete.

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Longo and upon roll call vote the resolution to give authorization to the Operations Manager to obtain quotes to acquire an emergency generator for South Pump Station was approved.

Vote:

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

Mr. Kassover reported that he will send out the necessary notices to change the September meeting from the 16th to the 23rd.

ENGINEERS REPORT:

Mr. Black reported that he will be working with Mr. Wegele and Chairman Decker regarding the removal of the last two fuel tanks on Authority property.

SPECIAL COUNSEL:

Mr. Tossi reported progress.

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

Vote:

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

OLD BUSINESS:

Mr. Decker noted that the Authority’s application under the Dam Safety low interest loan program was denied.

CORRESPONDENCE:

Mr. Decker presented correspondence for discussion.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote items 1 through 9 with the addition of item No. 10 which is a memo dated August 13, 2013 from Elizabeth Brandsness, Municipal Clerk regarding the updating of the municipal code book and asking the Authority for their input regarding appointment and compensation for the Authority’s Commissioners were accepted.

Vote:

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

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 6:55 pm.

Vote:

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

Prepared by: Kathleen Shortway
Office Manager

Respectfully submitted by:

Lawrence DeMaio, Secretary

