

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 Wednesday February 20, 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 February 22, 2012 gave notice that the Regular Meeting of the Authority would be held at 6:00 pm on Wednesday February 20, 2013. 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
Kevin P. Carroll
Lawrence DeMaio
Neal Galletta
Michael Longo
John Wegele (Operations Manager)
Jeffrey M. Kassover (Attorney)
John Black (Consulting Engineer)
Lawrence Tosi (Special Counsel)
Councilman Baig

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote the minutes from the Regular Meeting held on January 23, 2013 were accepted.

Vote:

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

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

FINANCIAL OPERATIONS:

Mr. Carroll presented the following bills for approval:

Operating Vouchers	\$ 56,320.91
Additional Expenses for January	1,682.57
Hospitalization for February	23,819.70
Operating Payroll/ Gross January	86,069.13
Social Security January	5,257.58
Meter Deposit Refund January	<u>257.00</u>
	\$ 173,406.89

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

Vote:

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

Mr. Decker noted that collections for this quarter are higher than expected and if collections continue at this pace we will have no problem hitting budget.

PERSONNEL:

Mr. DeMaio was pleased to report that Billy Doty passed the S2 test, Terry Ann Williams passed the S1 test and Shaun Kramer and Chris Brown passed the C1 test.

Mr. Decker reported that there is an upcoming class at Rutgers University for Public Purchasing which Billy Doty will be attending. This class will be a step towards the Authority having a Certified Public Purchasing Agent which will raise the “No Bid Threshold” from \$17,500 to \$26,500.

EXECUTIVE DIRECTOR/FACILITIES REPORT:

Mr. Decker reported progress.

WATER OPERATIONS:

Mr. Galletta submitted Mr. Wegele’s Water Report and noted that there were standard repair and maintenance during the month.

Mr. Galletta inquired what a meter disk is. Mr. Wegele reported that it is a disk that is placed in a water meter to stop the flow of water. It is used when there is more than one dwelling and the meters are fed off the same water line coming into the premises and there is only one curb box outside.

Mr. Galletta inquired if the Authority keeps extra wireless devices on hand. Mr. Wegele stated that there is a stock of about 50 wireless devices.

Mr. Galletta noted that water consumption is the same as this time last year but 6% down from 2011.

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

Vote:

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

SEWER OPERATIONS:

Mr. Longo submitted Mr. Wegele’s Sewer Report and reported general maintenance.

Mr. Longo inquired why Glen Court seems to be clogging up. Mr. Wegele reported that the station is small for the amount of houses that it serves. Mr. Wegele reported that notices in this area were sent to residents in the past informing them of the problems which are caused by pouring grease and oil into their drains as well as flushing rags etc. down the toilets.

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

OPERATIONS MANAGER’S REPORT:

Mr. Wegele reported progress.

ATTORNEY’S REPORT:

Mr. Kassover reported that he completed the for the Authority received from Michael Barker, Pompton Lakes Tax Assessor regarding a tax exemption for the property located at Tower Road. Mr. Decker will sign the form and Mr. Kassover will send the completed form along with the emails exchanged between Mr. Kassover and Mr. Barker to the tax office.

Mr. Kassover reviewed the “Shared Services Agreement” and noted that, with the exception of the wording diesel, the agreement is fine and ready for Chairman Decker’s signature. The Authority is now able to purchase fuel from the county garage on Ringwood Avenue.

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote the Shared Services Agreement with the County of Passaic for the purchase of fuel was approved and Chairman Decker was authorized to sign the agreement.

Vote:

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

Mr. Kassover assisted drafting a letter that Chairman Decker sent to the Mayor and Council regarding the Authority leasing properties on Lincoln Avenue that are adjacent to the Authority’s property at 2000 Lincoln Avenue. Mr. Decker will send another letter to the Mayor and Council regarding an additional property which was just added to the buyout list.

Mr. Kassover reported that he reviewed some correspondence from different parties regarding an unpaid bill for Summit Falls. Mr. Kassover noted that the bill has been paid and no further action on the Authority's part is necessary.

SPECIAL COUNSEL:

Mr. Tossi noted that he has not heard from the state with a decision regarding the Twin Lakes Dam.

ENGINEER'S REPORT:

Mr. Black reported progress.

COUNCIL LIAISON:

Mr. Decker noted that the Authority is interested in a storage yard (100x100) on the DuPont property next to the future DPW facility.

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta the reports of the professional were accepted.

Vote:

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

OLD BUSINESS:

Mr. DeMaio inquired if the dam inspections are complete. Mr. Decker respond that the inspection is completed and the next bi-annual inspection is due October 2013.

CORRESPONDENCE:

Mr. Decker presented correspondence for discussion.

UPON MOTION duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote items 1 through 11 with the addition of item No.12 which is a memo from the Borough of Pompton Lakes Open Space Grant Application Hearing on March 13, 2013 for 104 Haroldson Place, 1456 Riveredge Drive and 1580 Riveredge Drive were accepted.

Vote:

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

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 6:45 pm.

Vote:

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

Prepared by: Kathleen Shortway
Office Manager

Respectfully submitted by:

Lawrence DeMaio, Secretary