

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 February 21, 2018.

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 27, 2017 gave notice that the Regular Meeting of the Authority would be held immediately following the Reorganization Meeting on Wednesday February 21, 2018. 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.

Mr. Kassover administered the oath of office to Commissioner Lloyd Kent for a five year term effective February 1, 2018 to January 31, 2023.

Roll Call was as follows:

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

ABSENT:
Councilman Barranco

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 January 17, 2018 was accepted.

Vote:
Ayes Decker, Carroll, Galletta, Longo, Kent
Nays: None
Absent: None
Abstain: 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 for February	\$72,930.51
Additional Expenses for January	\$2,863.23

Hospitalization for February	\$27,615.40
Operating Payroll/Gross January	\$80,870.72
Social Security for January	\$5,822.50
Meter Deposit Refund for January	<u>\$128.50</u>
	\$240,472.53

CAPITAL:

R&R Pump Control Services Inc.	\$11,975.00
A.C. Schultes, Inc.	<u>\$6,800.00</u>
	\$18,775.00

Under the Financial Report, Chairman Decker discussed that the MUA's Cell Tower site management company, American Communication Facilities, LLC (ACF), has recently sold their business. The new management company will be K2-Towers however, the current ACF Property Manager, Charles Sackerman, and Key Account Manager, Salvatore Schito will continue to manage the cell tower as part of K-2 Tower. Chairman Decker noted he and Mr. Kassover have reviewed the transfer agreement and the Chairman has signed off.

Chairman Decker also discussed that one of the cell tower vendors, Sprint recently advised ACF of an overcharge of approximately \$100.00 per month for a number of years. ACF agreed with the overcharge, and negotiated a refund to Sprint for the past 6 years based on the statute of limitations. It was agreed that ACF and the Authority will refund Sprint an estimated \$9,000, of which the Authority will pay 70% and ACF will pay 30%. The MUA's portion of the refund will be deducted from our monthly tower revenue check from ACF. ACF will provide a breakdown of this adjustment to the MUA.

Chairman Decker then reported that he would like the Authority to consider additional bank changes for the Depository and Operating Checking accounts. TD Bank continues to charge high monthly fees and does not credit any interest to our accounts. Chairman Decker has recently received 2 proposals from local banks, Valley National Bank and Columbia Bank who have both proposed more favorable arrangements and will decide which proposal to accept.

Mr. Kent inquired if the Authority's accounts will be or are FDIC insured. Chairman Decker will look into that and report back at the March meeting.

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Kent and upon roll call vote the following items for approval: to certify that the funds are available and budgeted to pay expenses as submitted, approval of the transfer of ownership of the cell tower management company from ACF to K2 Towers, the refund of the overcharge to Sprint and authorize Chairman Decker to change banks as discussed.

Vote:

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

PERSONNEL:

Chairman Decker reported that he and Mr. Wegele have completed the annual reviews on all employees.

INFRASTRUCTURE:

Mr. Kent reported that the New Jersey Department of Environmental Protection (NJDEP) has adopted new Rules & Regulations regarding all Public Water Systems (Water Accountability Act) starting in 2018. Mr. Kent inquired about the compliance regulation regarding all fire hydrants needing ownership names. Mr. Wegele informed him that the town's hydrants will be tagged and labeled Pompton Lakes or PL. Mr. Kent inquired about a requirement from the NJDEP Accountability Act that states all hydrants must be on a GIS mapping system. Mr. Kent suggested that the Pompton Lakes Borough look into a GIS system. If possible, the Authority should try to implement the same GIS system as the Borough. Mr. Wegele noted he will look into that to make sure it is exactly what the Authority requires. Mr. Kent briefly discussed the remainder of the requirements. Mr. Kent requested that Mr. Wegele keep him up to date on progress.

Mr. Kent also noted he received the proposed Capital Budget for the next fiscal year, June 1, 2018 through May 31, 2019, he will review the proposed amounts.

UPON MOTION duly made by Mr. Longo and seconded by Mr. Galletta and upon roll call vote Infrastructure report was accepted.

Vote:

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

WATER OPERATIONS:

Mr. Galletta submitted Mr. Wegele's Water Report and noted there were some water turn on/off requests due to some frozen pipes with the weather being so cold.

Mr. Galletta also noted water pumping for the month of January was average.

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

Vote:

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

SEWER OPERATIONS:

Mr. Longo reported that he and Mr. Wegele discussed that sewer jetting should remain a priority to avoid any sewer blockages.

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

Vote:

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

SUPERINTENDENT'S REPORT

Mr. Wegele reported progress.

ATTORNEY'S REPORT:

Mr. Kassover presented the final Developers Agreement from Mr. Robert Fortunato, Esq. for 229-231 Wanaque Avenue to Chairman Decker and Secretary Neal Galletta for final signatures. Mr. Kassover noted he received checks the first payments for the new development the Escrow fee, Connection fee, Application fee and Inspection fee. Mr. Kassover also noted once all the documents are received, he will have the agreement recorded with the county clerk's office.

Mr. Kassover reported he spoke with attorney Mr. Lehrer, Esq. to revise the language regarding the Agreement with ACF and the transfer of ownership to the new buyer. The contract between the Authority and ACF could not be cancelled without the consent of the lender. Mr. Kassover revised the contract to only give the lender a 45 day notice before cancellation.

Mr. Kassover reported he will publish the Professional Appointments 2018. Mr. Kassover noted each professional has signed a Disclosure Certification for Non-Fair and Open Contracts.

Mr. Kassover also noted he sent the assessment notice to the accountant at North Jersey Police Radio Association for the property taxes on the police tower on Tower Road.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent and upon roll call vote Superintendent and Attorney's reports were accepted.

Vote:

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

CORRESPONDENCE:

Chairman Decker presented correspondence for discussion on items 1 through 10.

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Galletta and upon roll call vote items 1 through 10 were accepted.

Vote:

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

NEW BUSINESS:

Chairman Decker noted the 2017/2018 budget was presented to the Commissioners. Chairman Decker will now submit the budget to Paul Cuva for him to prepare and present to the State of New Jersey.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent and upon roll call vote the Regular Meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 6:55pm.

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

Prepared by: Mary Read

Respectfully submitted by:

Neal Galletta, Secretary