

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 January 20, 2016.

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 18, 2015 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Wednesday January 20, 2016. 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:**

Kevin P. Carroll  
Lawrence DeMaio  
Neal Galletta  
Michael Longo  
John Wegele (Operations Manager)  
Jeffrey M. Kassover (Attorney)  
Lee T. Purcell (Engineer)  
Lawrence Tossi (Special Council)  
Councilman Baig

**ABSENT:**

George Decker

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote the minutes from the Regular Meeting held on December 21, 2015 were accepted.

**Vote:**

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

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

**FINANCIAL OPERATIONS:**

|                                   |               |
|-----------------------------------|---------------|
| Operating/Vouchers                | \$155,617.64  |
| Additional Expenses for December  | 4,105.34      |
| Hospitalization for January       | 27,643.88     |
| Operating Payroll/Gross December  | 97,661.55     |
| Social Security for December      | 6,302.40      |
| Meter Deposit Refund for December | <u>128.50</u> |
|                                   | \$291,459.31  |

**CAPITAL:**

|                               |                 |
|-------------------------------|-----------------|
| Lee T. Purcell Assoc.         | \$4,420.00      |
| Iron Hills Construction, Inc. | 69,976.90       |
| Alaimo Group                  | <u>4,025.00</u> |
|                               | \$78,421.90     |

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

**Vote:**

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

**PERSONNEL:**

Mr. DeMaio noted he will be meeting with Chairman Decker and Mr. Wegele to discuss the new 3 year contract for the employees.

**EXECUTIVE DIRECTOR/FACILITIES REPORT:**

In Chairman Decker's absence Mr. Wegele reported progress.

**WATER OPERATIONS:**

Mr. Galletta submitted Mr. Wegele's water report and noted there were standard monthly repairs with a few frozen pipes to repair.

Mr. Galletta reported the water usage comparison from 2014 was 4.4% less than 2015 and 2.8% higher than 2013. Mr. Galletta noted water usage is slower now that DuPont and Artistic Weaving is no longer major water users.

**SEWER OPERATIONS:**

Mr. Longer reported progress.

**OPERATIONS MANAGER'S REPORT:**

Mr. Wegele reported progress.

### **ATTORNEY'S REPORT:**

Mr. Kassover discussed the Open Public Records Act that was requested from a municipal tax search company that is part of a title search. Mr. Kassover noted when these requests come in you need to respond quickly or within 7 days. Mrs. Shortway stated she sent the information through an export file from the MUA's data base in Edmunds. In addition, Mrs. Shortway will keep a record of all OPRA requests.

Mr. Kassover stated that he sent the Business Entity Disclosure Certification Statements for the professionals. The statements have been signed by the professionals and have been returned to the Authority.

Mr. Kassover also stated that Skyline Environmental the company that was contracted to remove the underground oil tanks for the Authority relied on their Licensed Site Remediation Professional (LSRP) to file documentation with the NJDEP. Mr. Kassover stated that the LSRP failed to file the proper documentation with the NJDEP, resulting in additional fees. Mr. Kassover sent correspondence to Skyline Environmental advising them of the current situation and requested reimburse to the Authority for the additional fees paid to the NJDEP.

Mr. Kassover noted he sent a letter to the A&P in town requesting access to the building due to the high reading on their water meter. Mrs. Shortway has some concerns of a possible leak.

### **ENGINEER'S REPORT:**

Mr. Purcell reported progress.

### **COUNCILMAN LIAISON:**

Mr. Baig reported progress.

### **SPECIAL COUNSEL:**

Mr. Tossi reported that Alaimo Engineering Group sent correspondence to the NJDEP addressing all the issues stated in their report to the Authority from August 2015 regarding the Lower Twin Lakes Dam.

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Galletta and upon roll call vote the reports of the Executive Director/Facilities, Personnel, Water Operations, Sewer Operations, Operations Manager, Attorney, Engineer and Special Counsel were accepted.

**Vote:**

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

**CORRESPONDENCE:**

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

**Vote:**

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

**NEW BUSINESS:**

Mr. Galletta noted that he reviewed the Authority's insurance policies with Chairman Decker and also had a meeting about safety and putting procedures in place to comply with Osha and JIF. Everything looks to be in order.

**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 6:20pm.

**Vote:**

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

Prepared by: Mary Scanlan

Respectfully submitted by:

Lawrence DeMaio, Secretary

