

A Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held via telephone conference call at 2000 Lincoln Avenue, Pompton Lakes, New Jersey on January 20, 2021.

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 January 13, 2021 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Wednesday, January 20, 2021. The meeting was held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey via telephone conference call. 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 Carroll
Neal Galletta
Michael Longo
Lloyd Kent
Tim Troast
John Wegele (Superintendent)
Jeffrey M. Kassover (Attorney)
Jennifer Polidori Council Liaison

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 December 21, 2020 were accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None
Abstain:	None

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for January	\$ 87,955.92
Additional Expenses for December	\$ 2,556.31
Hospitalization for January	\$ 28,333.90
Operating Payroll/Gross December	\$ 114,094.84
Social Security for December	\$ 5,454.26
Meter Deposit Refund for December	<u>\$ 128.50</u>
TOTAL	\$238,523.73

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

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None
Abstain:	None

Mr. Galletta noted the Authority's budget line item for electricity is extremely low at 7% year to date. Mr. Galletta stated that JCP&L had overcharged the Authority and issued a credit toward the bill. This credit will also go towards retained earnings for the next budget year.

PERSONNEL:

Mr. Troast reported he will accept Mr. Wegele's recommendation to give a salary increase to Keith Jennings for completing the Introduction of Water and Wastewater Operation courses. The increase will go into effect February 1, 2021.

UPON MOTION duly made by Mr. Troast and seconded by Mr. Kent, and upon roll call vote the salary increase for employee Keith Jennings was accepted.

Vote:

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

Mr. Galletta questioned if Keith Jennings' salary increase is the average percentage for a merit increase. Mr. Kent, Chairman Carroll, and Mr. Troast felt this amount is fair considering the competitive salaries for other Authorities.

WATER OPERATIONS:

Mr. Kent submitted Mr. Wegele's Water Report and inquired if the employees work full days and complete all necessary duties during holiday schedules. Mr. Wegele stated all duties must be completed such as checking all well houses and pumping stations. Mr. Wegele also noted if all the work is completed on a holiday, he will let the employees leave early. Mr. Kent also reported the year end water pumped for 2020 was higher than year end 2019.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Galletta, and upon roll call vote the Water Report was accepted.

Vote:

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

WASTEWATER OPERATIONS:

Mr. Longo submitted Mr. Wegele’s Wastewater Report and reported progress.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the Wastewater report was accepted.

Vote:

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

SUPERINTENDENT’S REPORT:

Mr. Wegele reported progress.

ATTORNEY’S REPORT:

Mr. Kassover reported he sent a letter to the North Jersey Police Radio Association regarding their taxes and payment due 10 days before the tax due date of February 1, 2021. Mr. Kassover also noted there was a delay in the signed contract from Garcia Construction Co., Inc. regarding Contract No. 03-20 – East Pond Hole Sewer Main Replacement. After Mr. Kassover sent a certified letter requesting the contract, he did finally receive the contract the following day along with the Performance Bond. Mr. Kassover noted he reviewed the Performance Bond and sent a copy of it to the engineer (Alaimo Group). Mr. Kassover also noted he has not received the signed Developers Agreement back from Pompton Five Associates. Mr. Kassover stated he will follow up on the outstanding tax lien that Pompton Five Assoc. must pay before going forward with any construction. Mr. Kassover also reported he completed a couple of resolutions for the Authority that is required by the JIF (Joint Insurance Fund). These resolutions will be signed by Chairman, Kevin Carroll, and Secretary, Michael Longo. The first resolution includes “Contagious or Life-Threatening Illness Policy” required to be added and included on the Authority’s Personnel Policies and Procedures manual. The second resolution includes “Model Local Unit Civil Rights Resolution” also required to be added and included in the Authority’s Personnel Policies and Procedures manual. Mr. Kassover stated in any case of alleged

discrimination, harassment and violations of civil right management shall be established in a written procedure. Mr. Kassover stated that the civil rights policy resolution will be published in the local newspaper. Mr. Kassover noted he and Mr. Wegele will write up the proper procedures and add them to the employee manual. Once these procedures are added each employee will be given a copy of the manual. Mr. Kassover requested for a closed session to discuss re-development contract negotiations.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Galletta, and upon roll call vote the adoption of the resolutions for the new policies and procedures manual (Employee Handbook) required by the JIF was accepted.

Vote:

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

COUCIL LIASON:

Councilwomen Jennifer Polidori reported progress.

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion on items 1 through 3.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote items 1 through 3 were accepted.

Vote:

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

NEW BUSINESS:

All commissioners and professionals received the meeting dates for 2021/2022. These dates will be approved at the reorganization meeting.

Mr. Kent noted all the commissioners and professionals received a booklet of a Brief History & Description of the Authority's facilities. Mr. Kent noted the booklet is excellent and very informative. Mr. Wegele noted this booklet was prepared by Mr. John Black and himself.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call the members of the Pompton Lakes Municipal Utilities Authority entered Closed Session at 6:51pm.

Vote:

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

RESOLUTION

CLOSED SESSION STATEMENT

Whereas Section 7 of the Open Public Meeting Act (N.J.S.A. 10:4-12) permits the exclusion of the public from a meeting in certain circumstances and.

Whereas, on January 20, 2021 this body is of the opinion that such circumstances presently exist.

Now, therefore be it resolved by the commissioners of the Borough Municipal Utilities Authority, county of Passaic, State of New Jersey, as follows:

1. That the public shall be excluded from discussion of action upon the hereinafter-specified subject matter.

2. The general nature of the subject matter to be discussed is as follows:

To discuss the contract negotiations

3. The commissioners shall release and disclose to the general public the action taken on this matter of the above-mentioned litigation when the reason for discussing and acting on the matter in closed session no longer exists, but no later than one month of the commissioners arriving at a final decision of the specific subject matter.

Approved: _____

Kevin P. Carroll, Chairman

Attest: _____

Michael Longo, Secretary

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the members of the Pompton Lakes Municipal Utilities Authority entered back into Open Session at 7:10pm.

Vote:

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

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 7:11pm.

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

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary