

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 July 20, 2020.

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 9, 2020 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday, July 20, 2020. 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)

ABSENT:  
William Baig Council Liaison

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote the minutes from the Regular Meeting held on June 15, 2020 were accepted.

**Vote:**

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

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

**FINANCIAL OPERATIONS:**

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for July	\$ 54,975.17
Additional Expenses for June	\$ 18,006.58
Hospitalization for July	\$ 23,376.64
Operating Payroll/Gross June	\$ 87,276.80
Social Security for June	\$ 5,083.20
Meter Deposit Refund for June	<u>\$ 0.00</u>
TOTAL	\$188,718.39

**CAPITAL:**

Neal Systems Inc.	\$5,022.00
Alaimo Group	\$1,748.50
Alaimo Group	<u>\$1,212.50</u>
TOTAL	\$7,986.00

Mr. Galletta reported that the Authority would like to complete an annual Tower Audit by Terry Ann Wheeler, C.P.A. Terry Ann has completed the audit for 7 years as a 4-year Tower Audit and a 2-year Tower Audit. The Authority has requested to complete an annual audit to relieve paperwork and resolve any issues within the year in a timely manner.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote it was certified that the funds are available and budgeted to pay these expenses and to complete the Annual Tower Audit completed by Terry Ann Wheeler was accepted.

**Vote:**

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

**PERSONNEL:**

Mr. Troast reported the new hire, Kenneth Luciano, has left the position of a Laborer. Kenneth worked for one week and realized he was not capable of performing certain duties required. Mr. Troast noted Mr. Wegele will be interviewing potential employees to fill the position.

**UPON MOTION** duly made by Mr. Troast and seconded by Mr. Longo, and upon roll call vote the personnel report was accepted.

**Vote:**

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

**WATER OPERATIONS:**

Mr. Kent submitted Mr. Wegele’s Water Report and reported that the water pumping for June 2020 is up from last June 2019. Mr. Kent asked Mr. Wegele to explain correspondence 1 & 2 regarding the NJDEP (New Jersey Department of Environmental Protection). Mr. Wegele explained that the first correspondence relates to samples received from an independent laboratory which our lab is required to analyze. Mr. Wegele noted that our lab must analyze the samples correctly to meet the NJDEP requirements. Mr. Wegele explained correspondence number 2 relates to correspondence number 1 in which the Authorities lab must analyze the samples correctly for our Annual Laboratory Certification Certificate. Mr. Galletta inquired about a property that had a new sidewalk installed and the curb box was damaged during installment. Mr. Galletta wanted to know if the homeowner will pay to get the curb box fixed. Mr. Wegele stated the contractor will pay for the damage done. Mr. Wegele also noted the Authority will provide the homeowner with a cone to repair.

**UPON MOTION** duly made by Mr. Troast and seconded by Chairman Carroll, and upon roll call vote the water 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 that he notified Montana Construction Corp., Inc. that the Authority has rejected the bid for Contract No 03-20 East Pond Hole Sewer Main Replacement. Mr. Kassover also noted he returned their Bid Bond and Consent of Surety. Mr. Kassover also reported he sent a letter to the Police Radio Association informing them their 3<sup>rd</sup> Quarter property taxes are due August 1, 2020. The Authority received the payment on Monday July 20, 2020. Mr. Kassover also sent a letter to the North Jersey Media Group regarding the publication for the meeting being held via conference call. Mr. Kassover stated he also prepared an emergency resolution due to the malfunction of the South Station Sewage Pump. Mr. Kassover stated that after speaking with Mr. Wegele, the pump replacement could not wait for a bid process. Mr. Kassover noted due to the urgency to the replace the pump the Authority has the right to bypass the bid process and purchase the equipment. Mr. Wegele received three prices (Bids) and chose the lowest price to purchase. Mr. Kassover recommended that the resolution be passed and adopted.

**UPON MOTION** duly made by Mr. Longo and seconded by Chairman Carroll, and upon roll call vote that the emergency resolution to replace the South Sewerage Pumping Station was accepted. The resolution will be signed by Chairman Carroll and Secretary Longo.

**WASTEWATER OPERATIONS:**

Mr. Longo reported progress.

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

**Vote:**

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

**OLD BUSINESS:**

Mr. Galletta would like to revisit increasing the water and sewer rates. Chairman Carroll would like to review the past due balance report and compare it to last year's past due with this year. Mr. Kent advised it is not the right time to be increasing water and sewer rates due to the economic down fall. All Commissioners agreed to discuss the possible changes next month.

**CORRESPONDENCE:**

Chairman Carroll presented correspondence for discussion on items 1 through 5.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote items 1 through 5 were accepted.

**Vote:**

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

**NEW BUSINESS:**

Mr. Galletta inquired about the Authority's Insurance certificates and its coverage for projects that could and will take place. Mr. Galletta would like to know who reviews the certificates and determines the right amount of coverage. Mr. Kassover stated he reviews the certificates to make sure it is under the Authority's name as required with all bid packages. Mr. Galletta stated he is concerned about the liability amount and if it is enough coverage even with it in the millions. Mr. Kassover noted he will investigate the insurance guideline coverage.

**UPON MOTION** duly made by Chairman Carroll and seconded by Mr. Longo, and upon roll call vote to move the New Business report was accepted.

**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 6:35pm.

**Vote:**

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

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary