

**POMPTON LAKES BOROUGH MUNICIPAL UTILITIES AUTHORITY  
AGENDA FOR REGULAR MEETING AUGUST 27, 2012**

The Pompton Lakes Borough Municipal Utilities Authority will hold a workshop at 5:15 pm on August 27, 2012 at the Administration Building, 2000 Lincoln Avenue, Pompton Lakes, New Jersey. The Regular Meeting will immediately follow thereafter.

Agenda for the Regular Meeting will be as follows:

1. Call to order – Chairman Decker- Adequate notice of this Regular Meeting was provided in accordance with the New Jersey Open Public Meetings Act. Letters to North Jersey Herald & News, Suburban Trends and the Administrator of the Borough of Pompton Lakes, dated July 25, 2012 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on August 27, 2012 at 2000 Lincoln Avenue, Pompton Lakes, New Jersey. A notice stipulating the time and date of this meeting was posted in a public place to wit: 2000 Lincoln Avenue, Pompton Lakes, New Jersey.

2. Roll Call

3. Discussion of Minutes from the Regular Meeting held on July 23, 2012.

4. Public Hearing

5.

Reports:

Financial Report

Kevin P. Carroll

Personnel

Lawrence DeMaio

Executive Director/Facilities

George D. Decker

Water Operations

Neal Galletta

Sewer Operations

Mike Longo

Operations Manager's Report

John F. Wegele

Attorney's Report

Jeffrey M. Kassover

Engineer's Report

John Black

Council Liaison

William Baig

6. Old Business

7. Reading of Correspondence – (list attached)

8. New Business

9. Closed Session

10. Adjourn

## **CORRESPONDENCE:**

1. A letter dated July 16, 2012 from Eugene J. Chebra of the NJDEP, Municipal Finance & Construction Element stating that Payment Request No. 3 has been recommended for approval in the amount of \$321,621 for project 101 and 102.
2. A letter dated July 18, 2012 from David Zimmer of the New Jersey Environmental Infrastructure Trust to Michelle Deyo of the US Bank Corporate Trust Services regarding the transfer of funds into the Authority's bank account in Lakeland Bank.
3. A letter dated July 23, 2012 from the NJDEP to the Authority regarding the compliance of the Site Remediation Reform Act and the operation of the South Pump Station and Well No. 1 Underground Storage Tanks.
4. A letter dated July 25, 2012 from Jeffrey Kassover to the North Jersey Police Radio Association asking for reimbursement of the third quarter, 2012 property taxes. A check was received on August 6, 2012.
5. Letters dated July 25, 2012 from Jeffrey Kassover to Suburban Trends, North Jersey Herald/News and the Pompton Lakes Borough Clerk stating that the Authority's meeting has been changed from August 20, 2012 to August 27, 2012.
6. A letter dated July 31, 2012 from DuPont to the Authority enclosing the Quarterly Pump and Treat Operating Summary for DuPont Pompton Lakes Works.
7. A letter dated August 1, 2012 from the State of New Jersey Civil Service Commission regarding Training Needs Assessment.
8. A letter received August 1, 2012 from Bank of New York Mellon to Chairman Decker informing him of the names and contact information for the Authority's Relationship Manager and Client Service Manager.
9. A letter dated August 2, 2012 from the NJDEP to Mr. Wegele informing him that due to the Authority's compliance record for Volatile Organic Compounds (VOC) monitoring quarterly, VOC monitoring is upgraded to annual VOC monitoring beginning 2013.
10. A letter dated August 2, 2012 from Jeffrey Kassover to the North Jersey Police Radio Association requesting reimbursement for the second payment of the 2011BID tax that was not received. A check was received 8/9/12.

11. A letter dated August 2, 2012 from Jeffrey Kassover to Bruce Anderson owner of 43/45 Ringwood Avenue informing him that unless all arrearage is paid by August 12, 2012 the water will be shut off to the entire property (payments were received).
12. A letter dated August 3, 2012 from Mr. Wegele to Paul Smith of the NJDEP enclosing the completed Lead Tap Water Monitoring Results Certification Form for the Pompton Lakes MUA.
13. A letter dated August 6, 2012 from Paul Cuva to Chairman Decker enclosing the Attorney Letter for the annual audit that must be forwarded to Mr. Kassover.
14. A letter dated August 6, 2012 from the Borough of Pompton Lakes to the Authority enclosing an ordinance regarding "Amending the Redevelopment Plan for Downtown Pompton Lakes (ordinance No. 09-01). The ordinance was approved for First Reading and Introduction on July 18, 2012. The ordinance will be presented for final adoption on September 5, 2012.
15. A letter dated August 7, 2012 from John Wich, Risk Control Consultant to Mr. Wegele regarding an Equipment Breakdown Risk Control survey conducted at the Authority on August 3, 2012 (one recommendation was noted).
16. A letter dated August 10, 2012 from Prime Pay to Kathy Shortway enclosing the report on the Description of the Payroll Processing System, Suitability of Design and Operating Effectiveness of Controls which was requested for the Authority's Annual Audit.
17. A copy of a letter dated August 10, 2012 from Paul DeMuro of the NJDEP, Northern and Urban Land Use Planning to Lee T. Purcell regarding requirements for the future Wastewater Service Area Map/ MUA Wastewater Management Plan/Northeast Water Quality Management Plan.
18. A letter dated August 13, 2012 from Eugene Chebra, NJDEP Municipal Finance & Construction Element stating that Payment Request No. 4 has been recommended for approval in the amount of \$234,202 for projects 101 and 102.
19. A letter dated August 13, 2012 from American Communication Facilities to Chairman Decker regarding revenues collected from the T-Mobile Tower; a check was included.

20. A letter dated August 14, 2012 from Jeffrey Kassover to Paul Cuva regarding pending or threatened litigation, claims and assessments for the audit year ending May 31, 2012.
21. A letter dated August 14, 2012 from Mr. Wegele to the NJDEP Dam Safety Section enclosing the completed Dam Restoration Loan Program application for the Twin Lakes Dam.

**Added at the meeting**

22. A letter dated August 22, 2012 from Lee T. Purcell to Chairman Decker regarding Wastewater Management Plan.
23. A notice dated August 20, 2012 from the State of New Jersey DEP Division of Water Supply and Geoscience-Safe Drinking Water regarding funding programs.
24. A letter dated August 16, 2012 from the State of New Jersey Department of Community Affairs regarding the audit conducted at the Authority relating to the ARRA funding received by the Authority.