

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 May 22, 2013.

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 April 16, 2013 gave notice that the Regular Meeting of the Authority would be held at 6:00 pm on Wednesday May 22, 2013. 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: George D. Decker  
Lawrence DeMaio  
Neal Galletta  
Michael Longo  
John Wegele (Operations Manager)  
John Black (Consulting Engineer)  
Jeffrey M. Kassover (Attorney)  
Councilman Baig

ABSENT: Kevin P. Carroll

Mr. Decker noted for the record that no one was present for the public hearing regarding the proposed increase of the water and sewer rates. The legal notice was published on April 24, 2013 in the Trends and the Herald News and delivered to the Borough Clerk of Pompton Lakes. Mr. Decker read into the record the revisions to the water and sewer rates and noted the reasons why the increases are reasonable and necessary. The increases will take effect on July 1<sup>st</sup> and the sewer rates will be reflected in the July quarterly billing while the water increases will be reflected in the October quarterly billing.

**UPON MOTION** made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the public hearing for the increase of the water and sewer rates was closed.

**Vote:**

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

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Galletta and upon roll call vote the resolution to approve the increase to water and sewer rates was approved.

**Vote:**

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

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the minutes from the Regular Meeting held on April 15, 2013 were accepted.

**Vote:**

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

Mr. Decker also noted that no one was present for the public portion of the meeting.

**FINANCIAL OPERATIONS:**

Mr. Longo presented the following bills for approval:

Operating voucher	\$92,905.44
Additional Expenses for April	5,568.03
Hospitalization for May	23,819.70
Operating Payroll/Gross April	68,865.03
Social Security April	5,190.20
Meter Deposit Refund April	.00
	<u>\$196,348.40</u>

**CAPITAL:**

Atlantic Tomorrows Office	\$16,600.00
Security System Solutions	4,129.84
Creative Technologies	11,400.00
PID Controls LLC	<u>2,850.00</u>
	<u>\$34,979.84</u>

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

**Vote:**

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

Mr. Decker noted that the Authority's budget for the fiscal year June 1, 2013 to May 31, 2014 was approved by the state of New Jersey and ready for adoption.

**UPON MOTION** made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the resolution to adopt the budget for the fiscal year June 1, 2013 to May 31, 2014 was accepted.

**Vote:**

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

Mr. Decker noted that collections are at 101.2% of the budget and there are nine days left in the fiscal year.

**PERSONNEL:**

Mr. DeMaio noted that the employee contract is due to expire on May 31, 2013 and the new contract will take effect on June 1, 2013 and is for a term of 3-years. Mr. Wegele and Mr. Decker have negotiated an increase of 4% for year one, 3% year two and 3% year three all else remains the same in the contract with the exception of the retirement health benefits. The 20-year and 60 eligibility has been removed but the 25-year and 55 and the 15-year and 62 will remain. The Authority will now pay 100% of the retirement health benefits and dental coverage for all retirees.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote the new employee contract was approved effective June 1, 2013 to May 31, 2016.

**Vote:**

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

Mr. DeMaio also recommended and made a motion to approve a merit increase for the following employees:

Billy Doty  
Charles DeVore  
David Toledo  
Gregory Elk

Mr. DeMaio also recommended and made a motion that the hourly rate for the seasonal summer help be increased to \$14.00.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Longo and upon roll call vote the merit increases and the increase of the hourly rate for the seasonal summer help were approved.

**Vote:**

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

Mr. Decker noted that the employees that received a merit increase were considered for the increases due to the fact that they have obtained certain water and sewer licenses and the Authority reviews all employees for possible merit increases due to work performance. These employees have displayed an above average work performance during the last year.

Mr. DeMaio recommended and made a motion to approve hiring Joseph Burgos and Michael Primerva as seasonal help employees at any hourly rate of \$12.00. They both have experience in water repair and will be hired as seasonal employees with the possibility of permanent employment.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Longo and upon roll call vote Joseph Burgos and Michael Primerva were hired as seasonal employees.

**Vote:**

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

**EXECUTIVE DIRECTOR/FACILITIES REPORT:**

Mr. Decker reported that the new computer system is installed and the conversion of the data is taking place. The new billing software should be installed sometime in July.

Mr. Decker reported that he has received an application for an addition to the AT&T antenna which has been reviewed by American Communication Facilities (ACF). Mr. Decker will sign the application and Mr. Kassover will return the application to AT&T and note the Authority's requirements to move forward with the installation.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Galletta and upon roll call vote Chairman Decker was authorized to sign the applications from AT&T.

**Vote:**

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

Mr. Decker noted that American Communication Facilities has the option to renew its contract with the Authority which is due to expired on May 27, 2013 for another 5- years.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the Authority has agreed to renew its contract with ACF for another 5-years.

**Vote:**

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

### **WATER OPERATIONS:**

Mr. Galletta submitted Mr. Wegele's Water Report and noted standard repairs and work orders with two wireless devices being replaced, one water meter and an old fire hydrant on Ramapo Avenue.

Mr. Galletta noted that water usage for this time as compared to 2011 is up 3.4% but is 5.4% less than 2012.

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

**Vote:**

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

### **SEWER OPERATIONS:**

Mr. Longo submitted Mr. Wegele's Sewer Report and noted that there was general maintenance during the month.

Mr. Longo inquired if Frozen Twist was putting in a grease trap. Mr. Wegele stated that they are installing a trap.

Mr. Longo reported that several food establishments failed their grease and oil sampling and will be receiving surcharges.

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

**Vote:**

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

### **OPERATIONS MANAGER'S REPORT:**

Mr. Wegele reported that Shaun Kramer passed the NJDEP exam T-1 Water Treatment and Terry Ann Williams passed the NJDEP S-1 Wastewater Treatment. In addition, Carmine Baione and Jonathan Neal passed the Intro course for water and wastewater.

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

Mr. Kassover reported that the notice for the rate increase was published in accordance with the law.

Mr. Kassover also reported that he reviewed the application from AT&T for additional antennas.

Mr. Kassover reported that he wrote a letter to Frozen Twist informing them that they must install a grease trap which they are in the process of doing.

Mr. Kassover reported that the contract with R&D Trucking for sludge removal has been signed and will be effective June 1, 2013.

Mr. Kassover reported that he spoke to Mr. Purcell about the availability of funding through the NJEIT under the Super Storm Sandy National Disaster Emergency Financing with partial principal forgiveness and in order to precede the Authority must appoint an authorized official and an authorized representative.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote a resolution to appoint Chairman Decker as the authorized official and authorized representative to prepare and submit an application under the NDEFP Program was approved.

**Vote:**

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

**ENGINEER'S REPORT:**

Mr. Black reported progress.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the reports for the Operations Manager, Attorney and Engineer were accepted.

**Vote:**

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

**CORRESPONDENCE:**

Mr. Decker presented correspondence for discussion.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote items 1 through 14 with the addition of item No 15 which is a letter dated May 13, 2013 from Sal Schito of ACF enclosing 4 copies of the Amendment to the AT&T License Agreement were accepted.

**Vote:**

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

**NEW BUSINESS:**

Mr. Decker noted that there are capital projects that will be started in the upcoming fiscal year and the new budget includes funds to purchase a new backhoe.

Mr. Decker also noted that the Annual Water Quality Reports have been sent out to all residents as required by law.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote the meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 6:50 pm.

**Vote:**

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

Prepared by: Kathleen Shortway  
Office Manager

Respectfully submitted by:

Lawrence DeMaio, Secretary

