

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 Monday May 18, 2015.

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 25, 2015 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday May 18, 2015. 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 Carroll  
Neal Galletta  
Michael Longo  
John Wegele (Operations Manager)  
Jeffrey M. Kassover (Attorney)  
Lee T. Purcell (Engineer)  
Lawrence Tossi (Special Council)

**ABSENT:** George Decker  
Lawrence DeMaio

**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 April 20, 2015 were accepted.

**Vote:**

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

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

**FINANCIAL OPERATIONS:**

Operating/Vouchers	\$156,202.38
Additional Expenses for April	2,800.93
Hospitalization for May	26,528.39
Operating Payroll/Gross April	91,600.56
Social Security for April	6,857.61
Meter Deposit Refund for April	<u>0.00</u>
	\$283,989.87

**CAPITAL:**

Alaimo Group	4,215.00
Lee T. Purcell Assoc.	8,522.00
NSI Neal System	7,500.00
Fleet Pump & Service Group, Inc.	<u>1,638.56</u>
	\$21,875.56

**UPON MOTION** duly made by Mr. Carroll 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, Galletta, Longo
Nays:	None
Absent:	Decker, DeMaio

Mr. Carroll discussed replacing the billing system and going forward with an application with Edmunds with more details to follow.

Mr. Carroll made a motion to adopt the Authority's Annual Water and Sewer Budget.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote the motion to adopt the Authority's Annual Water and Sewer Budget was approved.

**Vote:**

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

**PERSONNEL:**

Mr. Carroll noted that as per the employee contract all employees will receive a 3% increase, in addition, Mr. Carroll proposed merit increases for the following employees:

Mary Scanlan  
John Pietrowski  
Michael Primavera

Mr. Carroll also noted a request to hire a seasonal employee to cover any vacation time Mr. Wegele has recommended Elias Sweeney for the position.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote the contract increases, merit increases and a seasonal employee was approved.

**Vote:**

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

## **WATER OPERATIONS:**

Mr. Galletta submitted Mr. Wegele's Water Report and noted standard repairs.

Mr. Galletta also reported concern about a property that was a closed account and water consumption was found. Mr. Galletta wanted to know what the procedure is when consumption is found on any accounts that are closed. Mr. Wegele and Ms. Scanlan explained that there is a procedure in place for closed accounts. When a house is sold the new owners have a week to ten days to sign up for service if they don't the water is shut off. Mr. Wegele also stated that on a very rare occasion some residents will turn the water on at the curb illegally.

Mr. Galletta stated the spring hydrant flushing has been completed.

## **SEWER OPERATIONS:**

Mr. Longo submitted Mr. Wegele's Sewer Report.

Mr. Longo also noted that a heavy accumulation of grease and rags was removed from the sewer main in the rear of Wanaque Avenue during routine sewer jetting. Mr. Wegele stated that due to the severity of the problem an independent contractor has been called in to remove the grease and rags from South Pumping Station.

Mr. Longo inquired if Bid No. 151 – Sludge Mixers will be awarded. Mr. Kassover reported that the bids were duly advertised in the Herald News and 8 bids were received and opened on May 6, 2015 at the Authority. Mr. Kassover and Mr. Black reviewed all the bids and recommended that the bid be awarded to Iron Hills Construction, Inc. which is the lowest responsible bidder.

Mr. Carroll noted bids came in \$40,000 to \$50,000 higher than expected but the project will go forward due to operational expenses and related safety issue.

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Galletta and upon roll call vote Bid No. 151 – Sludge Mixers was awarded to Iron Hills Construction, Inc.

### **Vote:**

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

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

### **Vote:**

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

### **OPERATIONS MANAGER’S REPORT:**

Mr. Wegele reported progress.

### **ATTORNEY’S REPORT:**

Mr. Kassover reported that he prepared a draft of a Confidentiality Agreement between Edmund and the Authority for the proposed software billing system.

Mr. Kassover reported that all necessary steps were taken for Contract No. 151- Sludge Mixers and the resolution he prepared was just adopted.

Mr. Kassover also reported he revised the Developers Agreement for the Lakeside Commons project and Mr. Wegele will hand deliver the revised agreement.

Mr. Kassover also reported that the legal notice for Contract No. 131 – Clarifiers was published in the Herald News April 29, 2015 bids will be received at the Authority on May 27, 2015 at 10:00am. Mr. Kassover noted because this project is part of the New Jersey Environmental Infrastructure Trust the Authority will need to adopt a Bond Resolution that was prepared by Bond Council in order to cover the financial costs for the project but does commit the Authority to the project.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Galletta and upon roll call vote to adopt the Bond Resolution was accepted.

**Vote:**

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

### **ENGINEER’S REPORT:**

Mr. Black reported progress.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Galletta and upon roll call vote the reports for Operations Manager and Professionals were accepted.

**Vote:**

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

### **OLD BUSINESS:**

Mr. Carroll asked if all the commissioners received and reviewed the revised Developers Agreement for Lakeside Commons that Mr. Kassover prepared. If so he would like a motion to allow Chairman Decker to sign the agreement after it is signed by the developer.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote Chairman Decker is authorized to sign the Developers Agreement for Lakeside Commons.

**Vote:**

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

**CORRESPONDENCE:**

Mr. Carroll presented correspondence for discussion.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote items 1 through 6 were accepted.

**Vote:**

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

**NEW BUSINESS:**

Mr. Carroll stated that he would like the commissioners to review and comment on the Authority's Rules and Regulations that they received at the meeting. Mr. Carroll noted that the Rules and Regulations need to be revised and updated. Mr. Black was also given a copy to review.

**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 6:55pm.

**Vote:**

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

Prepared by: Mary Scanlan

Respectfully submitted by:

Lawrence DeMaio, Secretary

