

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 December 21, 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 18, 2015 gave notice that the Regular Meeting of the Authority was changed from 6:00pm on Monday December 21, 2015 to 3pm Monday, December 21, 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: George D. Decker
Kevin P. Carroll
Neal Galletta
Michael Longo (Arrived at 3:20pm)
John Wegele (Operations Manager)
Jeffrey M. Kassover (Attorney)
Lee T. Purcell (Engineer)
Lawrence Tossi (Special Council)
Councilman Baig

ABSENT:
Lawrence DeMaio

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote the minutes from the Regular Meeting held on November 23, 2015 were accepted.

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

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

FINANCIAL OPERATIONS:

Operating/Vouchers	89,604.03
Additional Expenses for November	1,044.52
Hospitalization for December	25,890.25
Operating Payroll/Gross November	84,943.29
Social Security for November	5495.86
Meter Deposit Refund for November	<u>257.00</u>
	\$207,234.98

CAPITAL:

Lee T. Purcell Assoc.	\$4,310.00
Iron Hills Construction, Inc.	<u>44,545.90</u>
	\$48,855.90

NJEIT:

Lee T. Purcell Assoc.	\$1,040.00
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UPON MOTION duly made by Mr. Carroll 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, Carroll, Galletta
Nays:	None
Absent:	DeMaio, Longo

Mr. Decker discussed the budget and certain line items.

Mr. Carroll noted he will have all the consolidated updates for the Rules and Regulations at the next meeting.

PERSONNEL:

Mr. Decker reported progress and noted we have a couple seasonal employees helping out for the holiday schedule.

EXECUTIVE DIRECTOR/FACILITIES REPORT:

Mr. Decker reported that Mr. Purcell presented him with a change order for contract 131 Clarifier Mechanism project scheduled to start next year. Mr. Decker read into the record the change order. The Authority will receive a credit of \$11,484.00.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Carroll to revise contract 131.

Vote:

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

WATER OPERATIONS:

Mr. Galletta submitted Mr. Wegele's water report and noted there were standard monthly of repairs.

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Decker and upon roll call vote the Water Operations report was accepted.

Vote:

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

SEWER OPERATIONS:

In Mr. Longo's absence Mr. Wegele submit the Sewer report and noted all establishments that failed the 3rd quarter grease and oil were resampled and received their results. Fifty percent of the establishments failed to comply.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Carroll and upon roll call vote the Sewer Operations report was accepted.

Vote:

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

OPERATIONS MANAGER'S REPORT:

Mr. Wegele reported progress.

ATTORNEY'S REPORT:

Mr. Kassover discussed the issue regarding the (LSRP) Licensed Site Remediation Professional who was contracted by Skyline Environmental for the removal and closure of the Authority UST's. The LSRP failed to submit the proper documentation to the NJDEP resulting in continued annual charges to the Authority. Mr. Kassover has sent correspondents to Skyline Environmental requesting closure of the matter and reimbursement of the fees.

Mr. Kassover also noted he sent a letter on November 25, 2015 to Lakeside Commons regarding the second installment for the water and sewer connection fee. Mr. Kassover reported the installment payment was due December 15, 2015, they do have a 30 day grace period before they are in default.

ENGINEER'S REPORT:

Mr. Black noted the Clarifier project is still on schedule for delivery in January 2016. Mr. Black also noted the Sludge Mixer #1 support bridge is scheduled for delivery on Wednesday December 23, 2015 and that all the work including putting the dome back, lights under the dome and hand rails will transpire within a couple weeks.

Mr. Black reported that the M.U.A. work staff was at their office picking up files and old drawings that should be helpful to the Authority.

COUNCILMAN LIAISON:

Mr. Baig reported progress.

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

Vote:

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

OLD BUSINESS:

Mr. Galletta inquired if the water services were turned off at Hershfield Park' s water fountains for the construction being performed as well as the winter season. Mr. Wegele informed Mr. Galletta they have already been turned off.

CORRESPONDENCE:

Mr. Decker presented correspondence for discussion.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Carroll and upon roll call vote Receive and File items 1 through 2 with additional 2 items added #3 A letter dated November 24, 2015 from Jeffrey M. Kassover to Robert S. Goldsmith, Esq and Steven Firsker, Esq the attorneys for Lakeside Commons Realty LLC's regarding the second connection fee installment of \$15,000.00 which is due on December 15, 2015. #4 A letter dated December 3, 2015 from Jeffrey M. Kassover to Skyline Environmental Group regarding the removal of two underground tanks in 2013 at the Authority. Although the removal was completed and the NJDEP approved the report for the one tank the State has not received the final report for the second tank, the State has now assessed the Authority in the amount of \$1,410.00.

Vote:

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

NEW BUSINESS:

Mr. Galletta reported that he and Chairman Decker have discussed the Authority's current insurance plans. Mr. Galletta and Chairman Decker have a meeting set up with Graig Josephson next month to make sure the Authority is prepared for an emergency situations that may occur in the future.

Mr. Decker made a motion to reappoint Hundertmark Agency as the Authority's Risk Management Consultant.

Mr. Longo entered the meeting.

UPON MOTION duly made by Mr. Carroll and seconded by Mr. Longo and upon roll call vote Hundertmark Agency was reappointed the Authority Risk Management Consultant from January 1, 2016 to December 31, 2016.

Vote:

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

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 3:45pm.

Vote:

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

Prepared by: Mary Scanlan

Respectfully submitted by:

Neal Galletta, Assistant Secretary

CORRESPONDENCE:

1. A letter dated November 10, 2015 from T-Mobile to the Authority regarding the Management Agreement for the T-Mobile tower.
2. Letters dated November 25, 2015 from Jeffrey M. Kassover to the Suburban Trends, Elizabeth Brandsness Clerk, Borough of Pompton Lakes and the Herald News notifying them the Meeting scheduled for December 21, 2015 has been changed to the following new times. Workshop: Changed from 5:15pm to 3:00pm and the Regular Meeting: changed from 6:00pm to 3:30pm.

ADDED AT MEETING

3. A letter dated November 24, 2015 from Jeffrey M. Kassover to Robert S. Goldsmith, Esq and Steven Firsler, Esq the attorneys for Lakeside Commons Realty LLC's regarding the second connection fee installment of \$15,000.00 which is due on December 15, 2015.
4. A letter dated December 3, 2015 from Jeffrey M. Kassover to Skyline Environmental Group regarding the removal of two underground tanks in 2013 at the Authority. Although the removal was completed and the NJDEP approved the report for the one tank the State has not received the final report for the second tank, the State has now assessed the Authority in the amount of \$1,410.00.