

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 April 18, 2016.

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 17, 2016 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday April 18, 2016. 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  
Lawrence DeMaio  
Neal Galletta  
Michael Longo  
John Wegele (Operations Manager)  
Jeffrey M. Kassover (Attorney)  
Lee T. Purcell (Engineer)  
Councilman Baig

**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 March 21, 2016 were accepted.

Vote:

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

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

**FINANCIAL OPERATIONS:**

Operating/Vouchers for April	\$114,476.92
Additional Expenses for March	117,590.48
Hospitalization for April	28,535.24
Operating Payroll/Gross March	98,295.30
Social Security for February	7,268.45
Meter Deposit Refund for February	<u>0.00</u>
	\$366,166.39

**CAPITAL:**

Iron Hills Construction	\$4,751.20
Security System Solution	<u>1,567.96</u>
	\$6,319.16

**NJEIT:**

Lee T. Purcell Assoc.	\$18,720.00
JEV Construction LLC	<u>90,072.00</u>
	\$108,792.00

Mr. Carroll read into the record a resolution that states the Authority shall prepay \$195,000.00 of the Junior Lien Revenue Refunding Bond series 1998 on June 1, 2016 which will result in a substantial savings over the next five years.

Mr. Carroll also presented a resolution to adopt the Pompton Lakes Utilities Authority budget for the fiscal year of June 1<sup>st</sup> 2016 to May 31<sup>st</sup> 2017 approved by the state of New Jersey Division of Local Government Services.

Mr. Decker noted he will prepare a letter to the Mayor and Council to increase the Commissioners salary 3% affective June 1<sup>st</sup> 2016.

**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, the resolution for the prepayment of Bond series 1998, the resolution to adopt the budget and the request for a salary increase for all commissioners was accepted.

**Vote:**

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

**PERSONNEL:**

Mr. DeMaio proposed the employee contract for the next 3 years with the increases of 4%, 4% and 4% with additional 1% merit increase for the current year.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo and upon roll call vote that the new employee contact was accepted.

**Vote:**

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

Mr. DeMaio reported that Mr. Elias Sweeney who has been a seasonal employee since June 2015 and will become a permanent employee as of June 1, 2016 with a \$2.00 per hour increase. After a 90 day probation period his hourly rate will increase by another \$2.00.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Carroll and upon roll call vote the motion to hire Elias Sweeney as a permanent employee was accepted.

**Vote:**

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

Mr. DeMaio also proposed a promotion for Mary Scanlan to Assistant Office Manager. Her new hourly rate will be \$27.50.

**UPON MOTION** duly made by Mr. DeMaio and seconded by Mr. Carroll and upon roll call vote Mary Scanlan's increase and promotion was accepted.

**Vote:**

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

**EXECUTIVE DIRECTOR/FACILITIES REPORT:**

Mr. Decker reported progress

**WATER OPERATIONS:**

Mr. Galletta submitted Mr. Wegele's Water Report with standard monthly repairs. On Sunday April 17, 2016 hydrant flushing began so there may be some calls about discolored water.

Mr. Galletta also noted the yearly CCR (Consumer Confidence Report) water report will soon be available online a notice will be added on the quarterly bill on how to access the report. The office will have copies made for those who do not have a computer and are interested in having one.

Mr. Galletta also proposed an adjustment for the old A&P's building due to a leak that was not discovered and would cause a large sewer overage. Mr. Galletta would like to adjust the bill for the Landlord of the property and charge them the base sewer rate and the water portion. The leak has been fixed.

**UPON MOTION** duly made by Mr. Decker and seconded by Mr. DeMaio and upon roll call vote the Water Operations Report was accepted and the A&P's bill will be adjusted.

**Vote:**

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

**SEWER OPERATIONS:**

Mr. Longo reported progress.

**OPERATIONS MANAGER'S REPORT:**

Mr. Wegele reported progress.

**ATTORNEY'S REPORT:**

Mr. Kassover stated that he reviewed the maintenance and environmental bonds from JEV Construction and authorized the Authority to release the retainage.

Mr. Kassover stated that the dry closing of the Environmental Infrastructure Financing permanent financing is scheduled for later this week and that the final closing is scheduled for May 26, 2016.

Mr. Kassover presented a Resolution to approve a Fiscal Sustainability Plan, and explained that the requirement for such a plan was imposed upon the Authority by the State and by the Trust at the last minute. Mr. Purcell reviewed the requirements and concluded that the plan only had to apply to this project, not to the Authority's entire system. We have to certify to the State and to the Trust that we have a written plan, but do not have to submit it unless the State or the Trust asks to see it.

The Resolution was then signed by the chairman and secretary.

**ENGINEERING REPORT:**

Mr. Purcell stated project Contract 131 WTP Clarifier Rehabilitation has been completed along with the States final inspection.

Mr. Purcell also noted that the escrow closing and final closing will take place in May 2016.

**COUNCILMAN LIAISON:**

Mr. Baig reported progress.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. DeMaio and upon roll call vote the reports of the Operations Manager, Attorney, Engineering and Counsel Liaison were accepted.

**Vote:**

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

**OLD BUSINESS:**

Mr. Galletta asked Mr. Wegele about driver license checks on all new employees going forward. Mr. Wegele stated he is working on it and will have all the information at the next meeting.

**CORRESPONDENCE:**

Mr. Decker presented correspondence for discussion.

**UPON MOTION** duly made by Mr. Carroll and seconded by Mr. Galletta and upon roll call vote items 1 through 3 were accepted.

**Vote:**

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

Prepared by: Mary Scanlan

Respectfully submitted by:

Lawrence DeMaio, Secretary

## **CORRESPONDENCE:**

1. A letter dated March 31, 2016 From Chairman Decker to Mr. Eugene J. Chebra (Assistant Director Municipal Finance and Construction Element Division of Water Quality NJ Department of Environmental Protection) regarding the Authority's fourth payment request from the Trust for Project No. S340636-08 – Contract 131 WTP Clarifier Rehabilitation.
2. A letter from Lee T. Purcell to Mr. Michael Curley (Municipal Finance and Construction Element Division of Water Quality NJ Department of Environmental Protection) regarding the final inspection at the Authority for Contract No. 131.
3. A letter from Jeffrey M. Kassover to the Authority regarding Contract No. 131 the Authority may now issue the final payment to the contractor and may also release to the contractor the 2% retainage.