

A Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey on March 16, 2020.

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 19, 2020 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday, March 16, 2020. 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
Lloyd Kent
Michael Longo
Tim Troast
John Wegele (Superintendent)
Jeffrey M. Kassover (Attorney)
Council Liaison William Baig

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the minutes from the Regular Meeting and Reorganization Meeting held February 19, 2020 were accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None
Abstain:	None

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

Chairman Carroll reported that Mr. Kassover will present a resolution regarding multiple apartments and dwelling units to be charged for a minimum water amount of \$17.00 quarterly for each dwelling. Chairman Carroll also reminded the commissioners to take the online seminar for the MEL (Municipal Excess Liability) Safety Institute's Learning Management.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the Chairman Carroll's report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for March	\$51,281.21
Additional Expenses for February	\$ 200.00
Hospitalization for March	\$ 23,727.90
Operating Payroll/Gross February	\$ 81,929.08
Social Security for February	\$4,771.62
Meter Deposit Refund for February	<u>\$0.00</u>
	\$161,909.81

CAPITAL

Alaimo Group	\$7,993.50
Van Cleef Engineering Associates	<u>\$2,957.50</u>
Total	\$10,951.00

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

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

Mr. Galletta also presented a resolution for the Pompton Lakes Utilities Authority budget for the fiscal year, June 1, 2020 to May 31, 2021, to be submitted to the state for approval.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Carroll, and upon roll call vote the resolution to introduce the new fiscal year, June 1, 2020 to May 31, 2021, budget was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

PERSONNEL:

Mr. Troast reported that on Monday, March 9, 2020 Authority employee, Matthew Woll, submitted his letter of resignation from the Pompton Lakes MUA effective March 19, 2020. Mr. Troast also reported that on March 23, 2020 a graduate of Pompton Lakes High School, Antonio Garcia, will fill the open position. Mr. Garcia will start at an hourly rate of \$14.00 per hour and after completing a 30-day probationary period, Mr. Garcia will receive a salary increase to \$17.00 per hour. Mr. Troast also reported employee, Elias Sweeney, applied for and was approved by the NJDEP to sit for his S2 (Wastewater Treatment) state exam on March 31, 2020. Mr. Troast also presented the 2019 JIF Annual Safety Award plaque. This award was presented to the Authority during JIF's annual safety awards meeting. Chairman Carroll congratulated Elias Sweeney for his approval to sit for the S2 exam, and Mr. Wegele for receiving the annual safety award on the Authority's behalf.

UPON MOTION duly made by Mr. Kent and seconded by Mr. Longo, and upon roll call vote the Personnel report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

WATER OPERATIONS:

Mr. Kent submitted Mr. Wegele's Water Report and reported that water pumping seems to have stabilized for the past 3 months. Water pumping is not going down at this time.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote the water report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

WASTEWATER OPERATIONS:

Mr. Longo submitted Mr. Wegele's monthly Wastewater Operations report. Mr. Longo stated that Legend Burger and T.V. Land Café are no longer in business and inquired about their outstanding grease and oil surcharges. Mr. Wegele stated that Legend Burger is still being operated by the same owner and just changed their name. However, T.V. Land Café has changed its name and is being operated by a new party and the surcharge will remain the property owner's responsibility.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the Wastewater Report was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

SUPERINTENDENT'S REPORT:

Mr. Wegele reported progress. Chairman Carroll inquired about the East Pond Hole Sewer Main Replacement upgrade project. Mr. Wegele stated he is waiting for the completion of the soil boring report that is being performed by Alaimo Engineering. Mr. Wegele stated he is anticipating Alaimo Engineering to have the bid specs ready by the April meeting. Mr. Wegele also noted that the Borough has moved the Pond Hole paving project until the summer of 2021. Mr. Baig stated the reason for the delay is that the town is working on some adjustments regarding increasing the size and leveling out the lot. Chairman Carroll stated that the Authority moving forward with replacing the line will give the trench more time to settle before final paving is completed.

ATTORNEY'S REPORT:

Mr. Kassover reported that a legal notice of the appointment of Authority professionals was published in The Record. Mr. Kassover also reported that a recent review of the Authority's billing system revealed that for condominiums and for other multi-unit establishments having a single water meter, the minimum quarterly water charge of \$17.00 for each dwelling unit was not applied. Mr. Kassover prepared a resolution to ensure that future bills will be calculated correctly. Chairman Carroll noted that the increases will be minimal. This resolution was signed by Chairman Carroll and by Secretary Longo.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the Resolution for multiple dwelling units water charges was accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

COUNCIL LIAISON:

Mr. Baig reported that the Pompton Five Associates located at 223 Wanaque Avenue has been approved to add 20 units to their building. Mr. Baig also stated that Pompton Five has re-applied for an additional 10 units and if approved the building will be 5 stories. Mr. Wegele stated that the developer has not contacted the Authority regarding water and sewer connection fees.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote the Superintendents, Attorney and Council Liaison reports were accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion on items 1 and 2.

UPON MOTION duly made by Mr. Troast and seconded by Mr. Galletta, and upon roll call vote items 1 and 2 were accepted.

Vote:

Ayes	Carroll, Galletta, Longo, Kent, Troast
Nays:	None
Absent:	None

NEW BUSINESS:

Chairman Carroll reported that due to the Covid 19 Virus pandemic the Authority's office manager has made the decision to close the office to the public. Chairman Carroll stated that payments can still be made online, through the mail and dropped off in the drop box outside of the administrative office. The office staff will place a notice on the front door advising the public of the change and options they will have regarding payments. There will also be a notice on the Authority's website. Chairman Carroll also stated the office staff will work in shifts to avoid any social contact. Mary and Justine will continue to work and answer phone calls in shifts. There will be no work orders performed involving any employee going into homes or businesses at this time until the pandemic has been lifted.

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 6:40pm.

Vote:	Ayes	Carroll, Galletta, Longo, Kent, Troast
	Nays:	None
	Absent:	None

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary