

A Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held via telephone conference call at 2000 Lincoln Avenue, Pompton Lakes, New Jersey on April 20, 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 April 7, 2020 gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday, April 20, 2020. The meeting was held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey via telephone conference call. 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  
Lloyd Kent  
Tim Troast  
John Wegele (Superintendent)  
Jeffrey M. Kassover (Attorney)  
William Baig Council Liaison

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Galletta, and upon roll call vote the minutes from the Regular Meeting held on March 16, 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.

**FINANCIAL OPERATIONS:**

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for April	\$ 151,499.09
Additional Expenses for March	\$ 136,123.26
Hospitalization for April	\$ 23,727.90
Operating Payroll/Gross March	\$ 81,829.46
Social Security for March	\$ 4,765.43

Meter Deposit Refund for March	<u>\$ 135.00</u>
<b>TOTAL</b>	<b>\$398,080.14</b>

### **CAPITAL**

Van Cleef Engineering Associates	\$ 1,270.00
Neal Systems Incorporated	\$ 2,900.00
Discovery Management Group	\$ 3,280.00
Jeffrey Kassover	\$ 451.80
Alaimo	\$ 2,850.00
Alaimo	<u>\$ 2,751.25</u>
<b>TOTAL</b>	<b>\$13,503.05</b>

Mr. Galletta reported that the State of New Jersey has approved the Authority's budget for the upcoming fiscal year, June 1, 2020 to May 31, 2021. Mr. Galletta read into the record the resolution to adopt the new fiscal year budget.

**UPON MOTION** duly made by Mr. Galletta, and seconded by Mr. Longo, and upon roll call vote the Authority's budget for the fiscal year, June 1, 2020 to May 31, 2021, was adopted. 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

### **PERSONNEL:**

Mr. Troast reported that one M.U.A. employee tested positive for the Coronavirus on Wednesday, March 18<sup>th</sup>, 2020. Said employee was immediately quarantined as required. In addition, two other employees that had contact with the confirmed positive employee fell ill and as a precaution self-quarantined for two weeks. All employees were cleared to return to work on Wednesday, April 1, 2020. Mr. Troast also reported that Antonio Garcia has completed his 30-day probationary period therefore, Mr. Wegele would like to request an increase in Antonio's wages to \$17.00 per hour. Also, Elias Sweeney was to sit for the NJDEP S2 (Wastewater Treatment) State Exam on March 31, 2020, but due to the Coronavirus Pandemic the test was cancelled. All State tests have been cancelled until further notice.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote the Personnel report and an increase in Antonio Garcia's wages after completing his 30-day probationary period successfully 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 due to the Pandemic the State of New Jersey is requiring all Water and Sewer Municipalities to postpone service disconnection to any residents or businesses. Mr. Kent stated the Authority will continue to turn water off only for plumbing repairs with the request of the homeowner or business owner and reconnect services immediately after. Mr. Kent noted his statement made last month about stabilized water pumping in the past three months was incorrect. The water pumping is in fact down 8.2%. Mr. Kent also reported that beginning Monday, April 20, 2020 the Authority will conduct its Spring Hydrant Flushing Program for the next two weeks between the hours of 12:00am and 6:00am. Residents may experience discoloration in their water or a drop in water pressure during that time. Mr. Kent requested that Councilman Baig announce the Hydrant Flushing Program during the Council meeting being held on Wednesday April 22, 2020. Mr. Kent also noted he has completed the online seminar for elected officials for the Joint Insurance Fund (JIF) preventing child abuse and protecting public entities from the liabilities.

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Troast, 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 reported he and Mr. Wegele will handle the grease and oil surcharge dispute from Wendy's restaurant on Wanaque Avenue.

**UPON MOTION** duly made by Mr. Troast 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 he was informed by Alaimo Engineering that the Lower Twin Lakes Dam Rehabilitation Project is moving forward. The plans have been approved by the State of New Jersey DEP.

**ATTORNEY'S REPORT:**

Mr. Kassover reported that he published the legal notice for the East Pond Hole Sewer Replacement Project. Bids must be received by June 3, 2020. Due to the current health emergency, the bid packages will not be opened on June 3, 2020. Instead, bids will be opened Friday, June 5, 2020 at 10:00am. Mr. Kassover noted before the notice for bidders was published, he, Mr. Wegele and Wayne Simpson from Alaimo Engineering went through the bid package and found a few discrepancies that were corrected. Mr. Kassover also reported he published a notice that the April 20, 2020 meeting will be via telephone conference and anyone from the public who wishes to attend should call the office for instructions on how to dial in. Mr. Kassover stated he also sent a letter to Plumlaw Partners, LLC regarding their delinquent installment payment for water and sewer connections fees that was due February 21, 2020. Plumlaw Partners, LLC has since made a payment of \$7,000 and will make additional payments in May and June. Mr. Kassover noted due to the pandemic the Authority will allow Plumlaw Partners, LLC to make the full installment payment within three months. Mr. Kassover also stated the quarterly installment payment for water and sewer connection fees due from Colfax Holdings will be due on May 25, 2020. Mrs. Read stated the invoice has already been mailed. Mr. Kassover also stated he notified the North Jersey Police Radio (NJPR) that their 2<sup>nd</sup> quarter tax payment is due. Mr. Kassover also stated he will publish another notice that the May 18, 2020 monthly meeting will also be held via telephone conference.

### **COUNCIL LIAISON:**

Mr. Baig reported that the County is preparing for Dawes Highway and Poplar Avenue to be paved. They will also be paving Colfax Avenue up to Jefferson Avenue and the town will go out to bid for the rest of Colfax up to the Oakland border.

**UPON MOTION** duly made by Mr. Longo 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 through 4.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Longo, and upon roll call vote items 1 through 4 were accepted.

**Vote:**

Ayes	Carroll, Galletta, Longo, Kent, Troast
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 6:39pm.

<b>Vote:</b>	Ayes	Carroll, Galletta, Longo, Kent, Troast
	Nays:	None
	Absent:	None

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary