

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 November 20, 2023.

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 15, 2023, gave notice that the Regular Meeting of the Authority would be held at 6:00pm Monday, November 20, 2023. 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
Mike Longo
Lloyd Kent
Tim Troast
John Wegele (Executive Director)
Billy Doty (Superintendent)
Jeffrey M. Kassover (Attorney)

ABSENT: Erik DeLine Council Liaison

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the minutes from the Regular Meeting held on October 16, 2023, and the Special meeting held on October 31, 2023, and November 1, 2023, were accepted.

Vote:

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

Chairman Carroll noted that no one was present for the Public Portion of the meeting.

Chairman Carroll reported that H2M has provided a proposal for the Wastewater Capacity Analysis. Chairman Carroll stated that the numbers for the capacity that the Authority has to sell keep changing according to NJDEP you can go up to 80% up to a daily average and can go up to 90%. Chairman Carroll noted that the analysis will get the Authority a number to stick with and what the plant is capable of. The Authority has experienced an increase in the number and extent of requests from developers for sanitary sewer service to propose redevelopment projects. The analysis will reflect current sewer usage and reserve capacity so that the Authority can make informed decisions regarding future sewer extensions and connections. Chairman Carroll is requesting for the proposal to be accepted to move forward.

Chairman Carroll also report that he spoke with Mr. Robert Beinfield, Esq the Authority’s Bond Counsel, and he would like to be present for an upcoming meeting to discuss the I-Bank process and procedures and suggested that the Authority’s engineers and auditor be present.

UPON MOTION duly made by Mr. Galletta and seconded by Chairman Carroll, and upon roll call vote that the H2M Wastewater Capacity Analysis proposal was accepted along with the Chairmans report.

Vote:

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

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for November	\$119,631.31
Additional Expenses for October	\$15,121.74
Hospitalization for November	\$25,815.34
Operating Payroll/Gross October	\$97,323.41
Social Security for October	\$4,515.58
Meter Deposit Refund for October	<u>\$135.00</u>
TOTAL	\$262,542.38

CAPITAL:

H2M Associates Inc.	\$1,974.96
Crew Engineers, Inc.	<u>\$2,678.50</u>
TOTAL	\$4,653.46

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

Vote:

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

Mr. Galletta noted that another CD will be maturing in December 2023 this CD will be turned into another CD with the best rate.

Mr. Galletta also reported that the annual audit report for the year ending May 31, 2023, was completed. All commissioners received a copy for review. Mr. Galletta read for the record

the resolution to submit to the Local Finance Board, the signed resolution, and the group affidavit.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote that the resolution for the annual audit for the year ending May 31, 2023, was accepted.

Vote:

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

Mr. Kent inquired about the fixed asset not being complete. Mr. Doty stated that the water portion is completed this was a requirement for the NJDEP. The wastewater portion is being worked on.

Mr. Galletta also stated that the tower audit was also completed, and that the auditor has recommended increasing the insurance liability. Mr. Galletta and Mr. Kassover will go over the insurance amounts.

PERSONNEL:

Mr. Troast reported that Mr. Doty has requested all full-time employees to receive an annual \$500.00 Christmas Bonus.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote that the annual \$500.00 Christmas Bonus was accepted.

Vote:

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

Mr. Troast also inquired to Mr. Doty about the new hours for the Laborers and the office. Mr. Doty stated he would like to change the hours for the operations staff to 7:00am to 3:30pm and the office 8:00am to 4:00pm with half-hour working lunches. Mr. Galletta stated he does not understand the Authority paying for the office's half-hour lunch. Mr. Troast stated that everyone has to be offered a lunch break by law. Mr. Troast also stated he does not want another employee to be upset if other employees are working less hours. Mr. Galletta inquired if the employee contract has an hourly schedule. Mr. Wegele noted that he and Mr. Doty were told that in order to get the Authority running right they should do what you need to do. Changing the hours will help improve morale since previous requests have been refused. Mr. Kassover stated that everyone should be on salary so changing the hours should not affect hourly rates. Mr. Kent stated that the office will be getting paid for 37 ½ hours so that would be considered a pay raise and Mr. Galletta agrees. Chairman Carroll said he wants to table the conversation until next meeting.

WATER OPERATIONS:

Mr. Kent submitted Mr. Doty's Water Report and reported that the Authority's employees performed 45 water main and water service line mark outs during the month of October 2023. Mr. Kent stated that seems like a lot of mark outs for one month. Mr. Doty stated it was for stump grinding and Lincoln Ave both sides of the street for sidewalk replacement. Mr. Kent also reported that Mr. Doty and himself spoke about adding a water supply to the dog park. The materials and renting a machine to install a water line will cost about \$2,000 to \$3,000 depending on how many days are needed to rent the machine. Mr. Kent presented the cost of the project to the Open Space meeting. Mr. Kent stated that he attended the League of Municipality, and he attended the MEL/JIF session at the League of Municipalities, so the Authority should expect a \$250.00 credit on the next premium payment. Mr. Kent also noted he attended a PFAS/PFOS seminar and there will be eligible Federal/State funding for water suppliers who exceed the MCL (maximum contaminant level) to bring their systems into compliance. The final MCL has yet to be determined. Mr. Kent stated that they have 3 years to address the issue of PFAS if the numbers are not what is required. Mr. Kent stated that if the MCL numbers are lowered as per the NJDEP, the Authority will still be required to notify the public via CCR notification. The Authority's personnel need to be prepared for how the residents will react. Mr. Kent reported that water pumping rates are levelling out for the month of October. Mr. Doty stated that during the recent leak detection service throughout the borough, the company found several water main, fire hydrant, and service line leaks. Mr. Doty stated that the Authority's personnel have already started the necessary repairs. Mr. Doty also noted the leak detection service has to be completed every 5 years. Mr. Carroll suggested getting it done every 2 years if the budget allows since the cost is \$10,000 to complete.

UPON MOTION duly made by Chairman Carroll 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. Doty's Wastewater Report and reported progress.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the Wastewater Report was accepted.

Vote:

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

EXECUTIVE DIRECTOR:

Mr. Wegele reported progress.

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

Vote:

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

SUPERINTENDENT’S REPORT:

Mr. Doty reported that the engineers are suggesting completely upgrading North Station instead of the small upgrade that was originally proposed. Mr. Doty stated with just the Meridia project it would be okay to complete the small upgrade to North Station, but with additional new development projects a complete upgrade is highly recommended. Mr. Doty noted that he spoke with the I-BANK about a loan to complete the upgrade. There is no loan forgiveness for the upgrade because loan forgiveness only pertains to drinking water or contaminants not for wastewater. The Authority can apply for a planning and design loan. The options are a short-term loan of 2 years with an interest rate of .37 or a long-term loan of 30 years. Chairman Carroll spoke about the deterioration of the North Station and the need for the upgrade.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the Superintendent’s report was accepted.

Vote:

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

ATTORNEY’S REPORT:

Mr. Kassover reported progress and if anyone has any questions regarding correspondence he will gladly answer.

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

Vote:

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

OLD BUSINESS:

Mr. Galletta noted that in January H2M Engineering purchased Crew Engineering. H2M Engineering has kept Crew Engineering in process just to finalize any projects that are still in Crew's name. At the end of December Crew Engineering will no longer exist.

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion on items 1 through 9.

Mr. Troast inquired in there was any response to a letter that Mr. Kassover sent to Mr. Robert Benecke from the Pompton Plaza who complained about the Authority requesting them to pay for a capacity study. Mr. Kassover stated Mr. Benecke responded stating he will talk to the Authority's engineer. Mr. Doty stated they have a meeting set for more discussion regarding capacity.

UPON MOTION duly made by Mr. Troast and seconded by Mr. Troast, and upon roll call vote items 1 through 9 were accepted.

Vote:

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

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote the Regular Meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 7:25pm.

Vote:

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

Prepared by: Mary Read

Respectfully submitted by

Michael Longo, Secretary