

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 18, 2024.

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 21, 2024, gave notice that the Regular Meeting of the Authority would be held at 6:00pm Monday, November 18, 2024. 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 Pietrowski (Superintendent)  
Jeffrey M. Kassover (Attorney)  
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 21, 2024, were accepted.

**Vote:**

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

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

**CHAIRMAN REPORT:**

Chairman Carroll reported that all the commissioners received the completed Audit for the Tower. Chairman Carroll stated that the audit looks good, and that Mr. Kassover will address some insurance issues with K2 Tower. Mr. Galletta noted the audit mentions assessing late charges to the tenants that rent the space on the tower if payments go over 10 days. Chairman Carroll stated that if needed we will start to charge late fees in the future. Chairman Carroll also reported that there was an approved proposal that H2M stated they never received, and the office could not locate the proposal to send to them. Chairman Carroll asked that all agreements or

contracts go to legal and the Superintendent to review before signing to help keep track of the status of proposals and agreements.

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote that the completed Tower Audit is accepted Mr. Carroll will sign the closing letter to the Auditor and to also have all contracts and agreements go to legal and the Superintendent before signing.

**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	\$121,421.54
Additional Expenses for October	\$25,729.91
Hospital Expenses for November	\$26,574.80
Operating Payroll/Gross October	\$106,103.95
Social Security for October	\$3,984.16
Meter Deposit Refund for October	<u>\$408.00</u>

TOTALS	\$284,222.36
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**CAPITAL:**

USA Bluebook	\$10,910.95
Ciocca FMFL Inc.	<u>\$45,459.35</u>

TOTALS	\$56,370.30
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**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

Chairman Carroll stated he is having a monthly finance meeting in order to keep the expenses budgeted properly.

Mr. Galletta also noted that the last CD will be maturing in January and will be placed into the Cash Management account.

Mr. Galletta also reported that the annual audit report for the year ending May 31, 2024, 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. Troast, and upon roll call vote that the resolution for the annual audit for the year ending May 31, 2024, was accepted.

**Vote:**

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

**PERSONNEL:**

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

**UPON MOTION** duly made by Mr. Troast and seconded by Mr. Longo, and upon roll call vote the annual \$500.00 Christmas Bonus was accepted.

**Vote:**

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

**WATER OPERATIONS:**

Mr. Kent submitted Mr. Pietrowski's Water Report and reported that the Authority was able to borrow a breakaway kit from Ridgewood MUA to fix some broken fire hydrants in town. Going forward the hydrants will be replaced with American Flow hydrants these hydrants will and are identical threads to the Clow hydrants that are in place right now so the fire department will not have an issue with them. Mr. Kent noted there were 2 chlorinators replaced in wells 1&2. Mr. Kent stated that the State of New Jersey has suggested for homeowners to conserve on the water usage but there are no restrictions. Mr. Kent inquired to Mr. Pietrowski will the lack of rain affect the wells and how long it will take to feel the effects. Mr. Pietrowski stated he is hoping the wells do not get the impact of the lack of rain. Mr. Kent also reported on the water pumping for the month of October year to date it is about 3% behind.

**UPON MOTION** duly made by Mr. Longo and seconded by Mr. Galletta, 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. Pietrowski's Wastewater Report and reported progress. Mr. Longo inquired about the Grease and Oil sampling. Mr. Pietrowski stated the sampling was completed and results are in the process of calculations. Mr. Galletta wants to know if there is anything in writing that new businesses get about grease and oil sampling and the requirements. Mr. Pietrowski stated he would get a copy of the letter and send it to Mr. Galletta.

**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. Pietrowski reported that October is the final month for summer permit on the treatment plant and Ammonia was the only parameter not met. Passaic Valley Cooperative Pricing application was approved. The Authority will receive a letter of confirmation in the next 2-3 weeks. Mr. Pietrowski stated that he met with Bio Triad on November 12, 2024, to discuss order control consideration at the treatment plant and is awaiting quotes. A meeting was held with H2M (engineering firm) evaluating both Well 2 PFAS and North Pump Station. Mr. Pietrowski also reported that the Authority received a closeout report from the NJDEP for the year on the Laboratory Audit with no issues and everything is satisfactory. Mr. Galletta inquired about Pompton Five Associates Urban Renewal LLC status on Mr. Pietrowski's project report. Mr. Pietrowski stated that the last update was in September. Mr. Troast also stated that the day before their permits were going to expire some clean-up took place on the site from the pond hole side of the structure. Mr. Galletta did notice some movement at that location wondering if construction had begun again. Mr. Pietrowski will look into any updates regarding that project. Mr. Galletta also inquired about Ringwood Ave affordable senior housing because he noticed construction going on there. Mr. Pietrowski stated they are building a new salt shed in the same area.

**UPON MOTION** duly made by Chairman Carroll and seconded by Mr. Longo, 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 on the status of the developer's agreement for the 519 Ringwood Ave/Passaic County Affordable Senior Housing. Mr. Kassover spoke with their Attorney and there are no changes needed to the agreement. Mr. Kassover stated that they are just waiting for the title to be transferred from the county to affordable housing. Mr. Kassover advised the attorney that as of December 1, 2024, the water and sewer connection fees will be increasing. Mr. Kassover is requesting that if the agreement comes in before December 1, 2024, can the Chairman and Secretary sign it without having a special meeting to get the agreement settled. Chairman Carroll stated the agreement was approved for December 1, 2024, so if the agreement comes in after that date it will need to be approved at another meeting to be signed. Mr. Kassover also stated that the agreement states that connection fees will be paid in full, no installment plan.

**UPON MOTION** duly made by Mr. Kent 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

**COUNCILMAN LIAISON:**

Mr. DeLine reported that the Borough received funds to mill and pave Lakeside Avenue. Engineering and construction will begin in the fall or the beginning of 2026. Mr. Kent stated it is not the entire length of Lakeside Ave, it's between the bridge and Van Ave. Mr. DeLine confirmed that is correct. There was some discussion regarding some lots that are subdivided on Lakeside Ave. Mr. DeLine also reported that Friday November 22, 2024, there will be a meeting held regarding the odor complaints at the Authority. Mr. DeLine inquired to Mr. Pietrowski if there was any way he could get the quote from Bio Triad before the meeting. Mr. Pietrowski stated he does not think the quote will come in by then and he believes the odor is coming from the lack of rain. Mr. DeLine also noted that he received his letter today regarding the unknown service line composition. Mr. Troast inquired if at the next meeting Mr. Pietrowski will have a total of how many people responded to the letter. Mr. Pietrowski stated probably not at the next meeting, but at some point, he will have a total. Mr. Pietrowski also stated that they have 10 years to complete the verification process. Mr. DeLine spoke about the process they are

approaching regarding the service line inspection in the town of Glen Ridge. Mr. Pietrowski noted that Pompton Lakes service lines are primarily from 1960 / 1970 – they have only found one galvanized service line that was located in an industrial building the line was a couple hundred feet long underneath a creek. Mr. Pietrowski stated that, if necessary, residential homes are the only lines that need to be replaced and that the Authority will only replace the line up to the curb box, the rest would be the homeowner’s responsibility.

**UPON MOTION** duly made by Mr. Kent and seconded by Mr. Troast, and upon roll call vote the Council Liaison’s report was accepted.

**Vote:**

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

**OLD BUSINESS:**

Mr. Kent reported that at the last meeting everything was moving along with 279 Ramapo Street getting ready to rent with a property manager in place and a hired contractor. Mr. Kent stated that he was unaware that all contractors that perform any work for the Authority need to have a NJ (BRC) Business Registration Certificate. Mr. Kent stated he received the BRC from the property manager, but the contractor is not interested in getting a BRC. Mr. Kent then asked the property manager if any of her contractors have a BRC and she stated that she does not think they do. Mr. Kent suggested we pay the property manager, and she will pay the contractors. She never responded to that suggestion. Mr. Kent noted that going over the property manager contract with Mr. Kassover, they did not like a clause that states if there was a legal suit against them the Authority would have to pay her legal fees. Mr. Kassover requested to have that removed from the contract. In some lawsuit cases you can request to have your legal fees awarded by a judge. Mr. Kassover stated that the property manager eventually decided to no longer manage the property. Mr. Kent is trying to contact other property management companies, but no one is interested in managing a single-family home. Mr. Kent has reached out to someone who may be interested in managing the property but thinks it may be a conflict of interest in his current job. Mr. Kent is waiting to hear back from that person.

**CORRESPONDENCE:**

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

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

**Vote:**

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

**UPON MOTION** duly made by Mr. Galletta and seconded by Mr. Kent, and upon roll call vote the Regular Meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 7:10pm.

**Vote:**

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

Prepared by: Mary Read

Respectfully submitted by

Tim Troast, Assistant Secretary