

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 February 19, 2025.

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 immediately following the Reorganization Meeting on Wednesday, February 19, 2025. 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
Tim Troast
Erik DeLine
John Pietrowski (Superintendent)
Jeffrey M. Kassover (Attorney)
Randy Hinton 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 January 15, 2025, were accepted.

Vote:

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

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

CHAIRMAN REPORT:

Chairman Carroll reported progress.

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for February	\$212,578.10
Additional Expenses for January	\$12,497.46
Hospitalization for January	\$29,484.46
Operating Payroll/Gross January	\$106,848.06
Social Security for January	\$6,218.95
Meter Deposit Refund for January	<u>\$136.00</u>
TOTAL	\$367,763.03

CAPITAL:

H2M Associates, Inc	\$1,099.50
H2M Associates, Inc	\$412.50
H2M Associates, Inc	\$11,268.40
H2M Associates, Inc	\$42,071.40
H2M Associates, Inc	\$2,885.00
Teledyne Instruments Inc.	<u>\$10,670.94</u>
 TOTAL	 \$68,407.74

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

Vote:

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

Mr. Galletta reported on the 2025/2026 budget that he and the office staff put together and he felt confident with the numbers. The report was sent to the Authority's CPA, Mr. Cuva, who disagreed with those numbers and changed the billing collections number that Mr. Galletta does not agree with. Mr. Pietrowski stated that the numbers are now very conservative, and he feels comfortable with the change. Chairman Carroll agrees with Mr. Cuva's numbers and thinks that the budgeted amount for electricity should be increased. Mr. Pietrowski stated he will make the increase and send the new number to Mr. Cuva. Mr. Galletta also mentioned the Capital budget numbers were also completed. Mr. DeLine inquired about the sewer main camera that is projected to be purchased on this year's budget. Mr. DeLine asked how much it would cost to have someone come in and camera a line if needed. Mr. Pietrowski stated that it would cost a couple of thousand dollars, however, if it was the entire system would be much higher. Mr. Pietrowski stated that having a camera in house would benefit the Authority for surveying and future planning. Mr. Kent inquired about the laboratory floor being replaced and if it was included in the budget. Mr. Pietrowski stated that it is included in building upgrades. That also includes rebuilding the Aeration system with engineering fees added. Also, the thickener building will need to be rebuilt. Mr. Kent also inquired if Mr. Cuva looked over the Capital budget numbers to which Mr. Pietrowski stated yes.

UPON MOTION: duly made by Mr. Troast and seconded by Chairman Carroll, and upon a roll call vote that the 2025/2026 budget can be sent to the State in New Jersey to be introduced with one change to increase the electricity line item was accepted.

Vote:

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

PERSONNEL:

Mr. Troast reported progress.

WATER OPERATIONS:

Mr. Kent submitted Mr. Pietrowski's Water System Report and reported that a CL 17 chlorine analyzer was installed by M.U.A staff. There will be a follow-up meeting in the coming weeks to discuss Water Tank Inspection Results and future planning with USG Water Solutions. Mr. Pietrowski stated the meeting is to talk about getting a proposal for rehabilitation for the water tanks and a future maintenance program. Mr. Pietrowski also stated the tanks are not in dire condition, but they will need to be looked at in the near future. Mr. Kent inquired about how they would complete interior work and what will happen to the water supply. Mr. Pietrowski noted they will isolate a tank and take it offline. The DEP will need to be contacted when they take a tank offline. Mr. Kent also reported that the M.U.A is surveying the water system Fire Hydrants to determine a schedule of replacement for Solid-Barrel Hydrants. Mr. Pietrowski stated these hydrants are the first to be replaced because, if a car should hit one there is no way to repair them. Mr. Kent stated that water pumping is down from last year however, Well#3 numbers are off due to the totalizer/Scada issues. Mr. Troast stated the numbers for Well#3 looks like they started to go down in November. Mr. Pietrowski stated that it is possible, and this is why they are getting the Scada upgrade.

UPON MOTION: duly made by Mr. Galletta and seconded by Mr. Troast, and upon a roll call vote the Water Systems Report was accepted.

Vote:

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

WASTEWATER OPERATIONS:

Mr. DeLine submitted Mr. Pietrowski's Wastewater report and reported that a few mechanical repairs were completed including the polymer feed pump for the drum thickener, RAS #1 VFD replacement, and a new heater installed at South Pump Station. Mr. DeLine also stated that oil and grease sampling will start in February for all failures from October. They are also obtaining pricing to replace the Generator Transfer Switch at the Treatment Plant. This project is on the Capital Budget. Mr. DeLine stated that sludge disposal is down about 4000 gallons from last January and, year to date, about 53,000 gallons down from last year.

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

Vote:

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

SUPERINTENDENTS REPORT:

Mr. Pietrowski reported that the treatment plant is running well. However, they are having issues with some of the equipment but are doing the best they can with what they have. Mr. Pietrowski stated that Neal Systems is starting to work on the SCADA System there are a couple Capital expenses for hardware and software for each of the pump stations and well houses to make sure they are communicating with each other. Mr. Pietrowski also stated he received the Aeration System Study from H2M. This project is listed in the Capital budget. Mr. Pietrowski noted mandatory Safety Training underway, and nearly complete. Mr. Pietrowski also reported on a couple water and sewer projects. Well #3 soil boring is in progress and the North Pumping Station upgrade designs are nearly completed and expected to go out to bid in the next couple of months. Mr. Pietrowski also noted that Pompton Five Associates are still working mostly on concrete and steel construction. A water connection will not be anytime soon however, they did request a flow test for Monday 2/24/25. APS contraction, Inc. received the bid for Passaic County Affordable Housing and will be the general contractor for the project. They are still awaiting permits from the County and Borough. Mr. Pietrowski noted the Authority received a will-service request letter from the owner at 714-720 Hamburg Turnpike regarding an addition, adding a second story with 10 two-bedroom units and a parking garage. Mr. DeLine noted this is not a redevelop project, however, they will have to approach the council to have the planning board study it for an area in need of redevelopment and have a designated redevelopment plan and then a potential pilot. Mr. Kassover stated he will draft a letter to them explaining at this point there is water capacity and there is a procedure to follow including getting permits and a developer's agreement from the Authority.

ATTORNEY'S REPORT:

Mr. Kassover reported on the will-serve letter from 714-720 Hamburg Turnpike that he will draft a letter stating they cannot reserve water before the process is completed. Mr. Kassover received all the necessary disclosure statements for the re-appointed professional. Mr. Kassover is still waiting for H2M's signed disclosure statement. Mr. Kassover also reported he prepared a revised resolution regarding the emergency work completed on Poplar Avenue. The resolution at the last meeting was not approved, however after much investigation regarding the charges for the completed work the commissioners have agreed on payment. Mr. Kassover read the resolution for the record.

UPON MOTION: duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the emergency resolution regarding Poplar Ave sink hole and sewer main break was accepted.

Vote:

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

Mr. Kassover also prepared a resolution to enter into a Cooperative Pricing Agreements known as the Educational Services Commission of New Jersey (ESCNJ) the Superintendent already signed it. Mr. Kassover read the resolution for the record.

UPON MOTION: duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote the resolution regarding the Cooperative Pricing Agreements and the Attorney's report were accepted.

COUNCIL LIAISON

Mr. Hinton inquired if the venting pipes that were sealed with foam to help with odor were cleaned up to which Mr. Pietrowski stated yes. Mr. Hinton inquired if there is chlorine added to the drinking water and, Mr. Pietrowski stated yes. Mr. Hinton also inquired if Tilcon owns the fire hydrant located on Broad Street. Mr. Pietrowski stated yes, and they pay a fee for its usage monthly. Mr. DeLine informed Mr. Hinton that being the liaison between the Borough and the Authority means reporting anything from the Borough that the Authority should be aware of.

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

Vote:

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

OLD BUSINESS:

Mr. Kent gave an update on a property manager for 279 Ramapo Street. The gentleman is making sure that if he takes on the position it is okay with the realtor commission. This will also allow a handy man to take on the job without all the required documentation from the Authority because hiring would go through the property manager. Mr. Kent will wait to hear back.

CORRESPONDENCE:

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

Mr. Galletta inquired about item #1 regarding escrow from the Passaic County Affordable Housing Corp. that the Authority is still awaiting. Mr. Kassover stated he will follow up with their attorney.

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

Vote:

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

NEW BUSINESS:

Mr. Kent reported that it's time to request a salary increase for the commissioners to present to the mayor and council. The decided increase will be the COLA of 2.5%.

UPON MOTION: duly made by Mr. Galletta and seconded by Mr. Kent, and upon a roll call vote the Regular Meeting of the Pompton Lakes Municipal Utilities Authority was adjourned at 7:15pm.

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

Prepared by: Mary Read

Respectfully submitted by

Tim Troast, Secretary