

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 17, 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 19, 2025, gave notice that the Regular Meeting of the Authority would be held at 6:00pm on Monday March 17, 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 Reorganization Meeting and the Regular Meeting held on February 19, 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:

Chairman Carroll reported he has signed the letter to the Mayor and Council requesting a 2.5% increase for the Chairman and Commissioners.

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

Vote:

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

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for March	\$71,119.00
Additional Expenses for February	\$2,389.56
Hospitalization for March	\$29,484.46
Operating Payroll/Gross February	\$85,700.95
Social Security for February	\$4,907.82
Meter Deposit Refund for February	<u>\$136.00</u>
 TOTAL	 \$193,737.79

CAPITAL:

H2M Associates Inc.	\$4,349.50
H2M Associates Inc.	\$5,548.40
H2M Associates Inc.	\$13,646.20
H2M Associates Inc.	<u>\$11,490.00</u>
 TOTAL	 \$35,034.10

UPON MOTION duly made by Mr. Galletta and seconded by Chairman Carroll, 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, Kent, Troast, DeLine
Nays:	None
Absent:	None

Mr. Galletta read a resolution for the record to introduce the Pompton Lakes Utilities Authority budget for the fiscal year, June 1, 2025, to May 31, 2026, to be submitted to the State for approval.

UPON MOTION duly made by Mr. Galletta and seconded by Chairman Carroll, and upon roll call vote that the resolution to introduce the Budget was accepted.

Vote:

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

Chairman Carroll discussed spending privileges for Mr. Pietrowski that have been added to the new budget year. Chairman Carroll would like to set an amount for Mr. Pietrowski that he does not need to request permission to purchase. Mr. Galletta stated that with the new co-op

program, Mr. Pietrowski budgeted a sewer camera that he originally quoted for \$120,000 and is now able to get for \$83,000. Chairman Carroll stated he would like to get a resolution approved in the near future to give Mr. Pietrowski the authority to act independently to order what is needed to keep operations flowing. Mr. Galletta requested having a set number amount he just does not know how much is appropriate. Chairman Carroll does not want to keep having discussion on \$1,000 purchases and waiting for the next meeting for approval. Mr. Troast stated he thinks Mr. Pietrowski should consult with Mr. Galletta about if he has a large purchase. Mr. Troast does not want to be surprised regarding a large purchase that was made without conversation. Mr. DeLine inquired if the Authority is required to follow the local purchasing law by getting quotes. Mr. Pietrowski stated that joining the co-ops means the bidding process is already done by the cooperative, so this helps with purchasing. Also, getting the Qualified Purchasing Agent (QPA) set up will also help increase the purchasing power. Mr. Pietrowski noted purchasing through a co-op avoids the bid process and also includes discounted benefits. Chairman Carroll noted he would like to have a process that is put in writing to show the Authority is using good procedures. Mr. Kent inquired if Mr. Pietrowski knows an amount that may work for him. Mr. Pietrowski stated when it comes to equipment and capital expenses, those are very costly expenditures. Mr. Kent stated that this will save time instead of waiting 30 days for approval if something is needed. Mr. Pietrowski agrees and gave an example that the RBCs have a 52-week lead time, and the Plant Generator Automatic Transfer Switch is 8 to 10-week lead time. Mr. Deline stated that if there is a purchase that has been budgeted for then Mr. Pietrowski should purchase it, however, if the item is more than budgeted it should be addressed. Mr. Kent stated that the unbudgeted items are what the concern should be. Chairman Carroll will present something in one of the upcoming meetings he feels the conversation is repetitive. Mr. Galletta stated he will present 3 items Mr. Pietrowski is looking to purchase for approval – New push camera for \$7,220.00, New Treatment Plant Auto Transfer Switch for \$40,500 and Thickening Building Upgrade 2 New pumps, 2 new Variable Frequency Drives VFDs for \$36,006.00.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Kent, and upon roll call vote that the finance report and the 3 Capital items for purchase were accepted.

Vote:

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

Mr. Kent inquired about the heat expense that is much higher than last month. Mr. Pietrowski stated he will look into it.

PERSONNEL:

Mr. Troast reported progress. Mr. Troast requested a closed session for contract negotiations.

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

Vote:

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

WATER OPERATIONS:

Mr. Kent submitted Mr. Pietrowski's Water System Report and reported on 5 American Darling Fire Hydrants planned to replace the existing solid barrel hydrants. Mr. Kent inquired about when they will be replaced. Mr. Pietrowski stated they will be replaced soon. Mr. Pietrowski also stated if those existing solid barrel hydrants are struck by a car, it could cause serious problems to the water system. Mr. Troast inquired if he will be purchasing more hydrants to be replaced monthly. Mr. Pietrowski stated he will not be purchasing them monthly because they are very costly. Mr. Pietrowski stated that his goal in the next 5-7 years is to replace all the solid barrel hydrants and then replace the clow hydrants. Getting parts for the clow hydrants could take up to 4 months and that is not acceptable. Mr. Kent inquired if the new hydrants were budgeted. Mr. Pietrowski stated yes, the Capital budget has water system upgrades. There was some additional discussion regarding fire hydrants. Mr. Kent noted they received a quote for the water tank rehabilitation. Mr. Pietrowski stated the quote also includes maintenance costs for each water tank. Mr. Pietrowski noted the tanks need rehabilitation in the near future. Mr. Troast inquired about any testing that was completed on the tanks. Mr. Pietrowski noted no tests have been completed yet they just took photos to survey the in and outside of the tanks. Mr. Kent reported that the valve turning program is underway as required by the WQAA (Water Quality Accountability Act). Mr. Kent inquired to Mr. Pietrowski about assisting with the Schools Lead and Copper sampling program. Mr. Pietrowski stated that as a water and sewer authority we are required to complete lead and copper sampling every 3 years and schools are also required to complete their own sampling. The authority will help assist the schools with their sampling on April 14, 2025. Mr. Kent also reported that starting April 28, 2025, the Spring hydrant flushing program will begin. Mr. Kent reported on the water pumping last month, and there was an issue with Well#3 that appears to still be throwing off the water pumping report. Mr. Pietrowski stated that there was an issue with the totalizer. They started to complete manual reading at the well house everyday however they lost about 4 days of readings in February.

UPON MOTION: duly made by Mr. DeLine and seconded by Mr. Galletta, 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 pricing was received from Longo Electric (North Jersey Coop) to replace the treatment plant generator automatic transfer switch that has an 8–10-week lead time. Mr. DeLine noted that the thickener building overflow pumps will be ordered and installed with a 12–14-week lead time. A new sewer push camera will be ordered to replace the faulty unit at the end of life. Mr. DeLine stated that the Aeration Study has been completed. The Pompton Village generator quotes were given to the association for approval. The association will purchase directly from the vendor, and the Authority will oversee. The Highlands Condo Association has the quote to install a grinder at their wastewater station. Mr. DeLine also stated that 4 manhole lids and assemblies on Dawes Highway will be replaced. Mr. DeLine advised Mr. Pietrowski to ask the Borough Administrator about the Department of Transportation (DOT) grant before purchasing the replacement of lids as they may be covered under the grant to repave the road.

UPON MOTION: duly made by Chairman Carroll 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 on Neal Systems SCADA Upgrade. The engineers are starting to build out the system. The Aeration system study was completed by H2M – Mr. Pietrowski spoke about some key points according to design specs. There is a leaking pipe that will be abandoned and, in its place, will be a new above ground air piping with drop legs, and duckbill diffusers. Two new blowers that will be more energy efficient, quieter, and with more effective air flow. Smaller blowers for the grit chamber and RBC's are needed to alleviate elevation and efficiency issues. Additional sampling is being conducted to determine RBC ammonia removal and replacement of the missing RBC unit will likely have to be completed as well. Mr. Pietrowski reported on the water and sewer projects report and spoke about some updates to North Pumping Station; 60% design submission was received and under review. Mr. Pietrowski and Mr. Sweeney will be meeting with H2M to go over the design. Pompton Five Associates had additional flow testing completed by a contractor. Mr. Pietrowski met with the contractor on site to discuss water connections, including alternate locations for the fire service. Meridia's developer requested an agreement to install electric service in our Utility Easement. Chairman Carroll and Mr. Kassover are in receipt as well, and it is under review. Mr. Pietrowski also reported that the Water Allocation Permit Renewal. The NJDEP is still investigating that the Authority has been overpaying for the water allocation permit every year since 2003. Mr. Pietrowski does not expect reimbursement; he would like to see credit added to the yearly payment. Mr. Pietrowski inquired about 60 Wanaque Avenue, and if anyone knows if the

expected scope including 17-23 units, with up to five 2-bedroom units was passed. Mr. Hinton stated that a 30-year pilot plan was passed at the last council meeting for 23 units. Mr. Pietrowski stated that the new Salt Shed has requested a 2-inch water line, they already paid the connection fees, and they will be looking to be connected in the next week.

UPON MOTION: duly made Chairman Carroll and seconded by Mr. DeLine, and upon a roll call vote the Superintendent's Report was accepted.

Vote:

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

Mr. Kent inquired if the new Aeration and RBC's that will help improve the efficiency of the plant will also give any capacity increase. Mr. Pietrowski stated it will not help with capacity right now there are 7 RBC's and to run by design there should be 8 RBC's. The new RBC will make everything whole again. There was some additional discussion regarding capacity usage.

ATTORNEY'S REPORT:

Mr. Kassover reported that he had the 2025 professional appointments published and the affidavit for publication was sent to the Authority. Mr. Kassover also reported that the Authority received the escrow check from the Passaic County Affordable Housing Corp. that he requested to be sent. Mr. Kassover noted that he responded to the requested will-serve letter regarding 10 residential, two-bedroom units on 714-720 Hamburg Turnpike. Mr. Kassover informed them to submit their proposed water, and sewer plans to the Superintendent, Mr. Pietrowski, to be reviewed. If the project is approved by the Borough of Pompton Lakes, the developer would be required to submit an application to the Authority, post an escrow deposit and enter into a developer's agreement with the Authority. Mr. Kassover stated that he has not heard back from the project manager.

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

Vote:

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

COUNCIL LIAISON

Mr. Hinton inquired about how many employees the Authority has, and Mr. Pietrowski stated 13 employees.

OLD BUSINESS:

Mr. Kent gave an update on the potential property manager for 279 Ramapo Street. The gentleman is having a difficult time reaching out to the New Jersey Real Estate Commission to find out if using his companies trust fund to manage the property would be an issue. This would be used in order to pay any hired contractors directly – the Authority would pay him, and he would pay the contractor to avoid getting any BRC (Business Registration Certificate) that the Authority would require from a contractor to be paid directly from the Authority. Mr. Kent will suggest to him to open a second trust fund account.

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion on items 1 through 4.

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

Vote:

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

UPON MOTION: duly made by Chairman Carroll and seconded by Mr. Kent, and upon roll call the members of the Pompton Lakes Municipal Utilities Authority entered Closed Session at 7:18pm.

Vote:

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

9 xá CE? ~~CECCfá~~ Ä±± ±E~ EÄ±

Whereas Section 7 of the Open Public Meeting Act (N.J.S.A. 10:4-12) permits the exclusion of the public from a meeting in certain circumstances and.

Whereas, on March 17, 2025, this body is of the opinion that such circumstances presently exist.

Now, therefore be it resolved by the commissioners of the Borough Municipal Utilities Authority, county of Passaic, State of New Jersey, as follows:

1. That the public shall be excluded from discussion of action upon the hereinafter-specified subject matter.

2. The general nature of the subject matter to be discussed is as follows:

To discuss contract negotiations.

3. The commissioners shall release and disclose to the general public the action taken on this matter of the above-mentioned litigation when the reason for discussing and acting on the matter in closed session no longer exists, but no later than one month of the commissioners arriving at a final decision of the specific subject matter.

Approved: _____

Kevin P. Carroll, Chairman

Attest: _____

Tim Troast, Secretary

UPON MOTION: duly made by Mr. Kent and seconded by Mr. DeLine, and upon roll call vote the members of the Pompton Lakes Municipal Utilities Authority entered back into Open Session at 8:15pm.

Vote:

Ayes	Carroll, Galletta, Kent, Troast, DeLine
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 8:16pm.

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

Prepared by: Mary Read

Respectfully submitted by

Tim Troast, Secretary