

Regular Meeting of the Members of the Pompton Lakes Borough Municipal Utilities Authority was held at 2000 Lincoln Avenue, Pompton Lakes, New Jersey on October 21, 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, October 21, 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
Lloyd Kent
Tim Troast
John Pietrowski (Superintendent)
Jeffrey M. Kassover (Attorney)

ABSENT:
Mike Longo
Erik DeLine (Council Liaison)

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote the minutes from the Regular Meeting held on September 16, 2024, were accepted.

Mr. Kent stated that on page 5 regarding the rental income the number should be \$4,000 not \$4,200 – Mrs. Read will make the correction.

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

PUBLIC HEARING:

Ms. Lisa Kihlberg, a Pompton Lakes resident and councilwoman, inquired about who has received a will serve letter regarding any of the new redevelopment. Ms. Kihlberg is concerned about the capacity and the availability for all the possible redevelopments. Mr. Kassover stated the only developer’s agreements we have are 223 Wanaque Avenue (CJM Building), Meridia and there is a drafted developer’s agreement for the Passaic County Veteran senior housing. These

projects are the only ones the Authority has as consideration for capacity usages. Mr. Kassover also stated that he sent a written letter to the borough's redevelopment department to have all new projects contact the Authority first to save everyone time to see if there is available capacity. Mr. Troast stated that the letter also went to the planning and zoning committee. Mr. Kassover also stated the Authority does not have an unlimited amount of capacity and the Authority is almost at capacity now. Ms. Kihlberg inquired how much capacity is left. Mr. Troast stated they are at 36,000 gallons before the County Garage approval. Chairman Carroll stated capacity is running out and we would not be able to approve another Meridia building even if the Authority approves one the State of New Jersey DEP would reject it. Chairman Carroll also noted they may do another capacity analysis when Meridia is up and running because the projected capacity is only estimated so capacity numbers will most likely change. Ms. Kihlberg stated that some new projects are saying they have received a will serve letter from the MUA. The commissioners stated there is no will serve letter other than the three projects mentioned earlier which they can show at this time. There was some additional discussion regarding redevelopment projects.

CHAIRMAN REPORT:

Chairman Carroll reported that he would like to present two resolutions the first resolution regards the New Jersey Department of Community Affairs (DCA) Winter Termination Program (WTP). The resolution and program will prohibit the Authority from turning off water services for nonpayment residents between the period of November 15, 2024, to March 15, 2024. A notice will be posted to the Authority's website. The second resolution is the Authority's desire to become a member of the North Jersey Wastewater Cooperative Pricing System effective October 21, 2024. The membership will renew each year unless the Authority elects to formally withdraw. The Agreement shall be signed by Chairman Carroll and Vice Chairman Galletta.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Troast, and upon roll call vote that the DCA Winter Termination Program to not turn off water services between the time frame November 15, 2024, to March 15, 2024 for delinquent payments was accepted.

Vote:

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

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Galletta, and upon roll call vote that the Authority to become a member of the North Jersey Wastewater Cooperative Pricing System was accepted.

Vote:

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

FINANCIAL OPERATIONS:

Mr. Galletta presented the following bills for approval:

Operating/Vouchers for October	\$102,951.55
Additional Expenses for September	\$213.25
Hospitalization for October	\$26,574.80
Operating Payroll/Gross September	\$56,269.25
Social Security for September	\$4,915.36
Meter Deposit Refund for September	<u>\$272.00</u>
TOTAL	\$191,196.21

CAPITAL:

H2M Associates Inc.	\$2,860.00
H2M Associates Inc.	\$7,140.00
H2M Associates Inc	\$18,460.00
H2M Associates Inc	\$1,521.00
H2M Associates Inc	\$6,125.00
H2M Associates Inc	<u>\$7,412.00</u>
TOTAL	\$43,788.00

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, Kent, Troast
 Nays: None
 Absent: Longo

Mr. Galletta stated that there is one last CD that will mature in January and will be moved to the Cash Management account.

PERSONNEL:

Mr. Troast reported progress.

WATER OPERATIONS:

Mr. Kent submitted Superintendent Pietrowski's water system operation report. Mr. Kent inquired about a fire hydrant located by George's market that is out of service and why is the Authority 6-8 weeks for a repair kit. Mr. Pietrowski stated there were a number of hydrants that needed repairs, and they ran out of the kit. Mr. Pietrowski also stated they are going to have a

hydrant demo completed with American Flow Control, Inc. to demonstrate the America Darling hydrant. The Authority's hydrants are primarily Clow, but hydrants and replacement parts are becoming increasingly difficult to obtain. Mr. Kent also inquired if the hydrants will eventually be replaced. Mr. Pietrowski stated if the hydrant is inoperable, damaged or new projects they will be replaced with a new hydrant model. Mr. Pietrowski and Mr. Sweeney have contacted Ridgewood to borrow a report kit, as they use the same hydrant, Clow. They are still waiting to hear back from them at this time. Mr. Kent also reported that water pumping for September is up 5% from last September and 2.5% down year to date.

UPON MOTION duly made by Mr. Galletta and seconded by Mr. Troast, and upon roll call vote that the water operations report was accepted.

Vote:

Ayes: Carroll, Galletta, Kent, Troast

Nays: None

Absent: Longo

WASTEWATER OPERATIONS:

Chairman Carroll reported progress in Mr. Longo's absence. Mr. Galletta inquired why the numbers for sludge remove down significantly. Mr. Pietrowski stated they are running more efficiently, and the plant is running better. Mr. Pietrowski stated they have started the Grease and Oil testing last week.

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

Vote:

Ayes: Carroll, Galletta, Kent, Troast

Nays: None

Absent: Longo

SUPERINTENDENT'S REPORT:

Mr. Pietrowski is pleased to report that they exceeded the Ammonia numbers by half a point this month reporting is still for summer permits and moving into the winter permits this month. Mr. Troast inquired if by Spring will the numbers be complying moving into the summer permits. Mr. Pietrowski stated it depends on what the new Aeration System upgrades looks like then. Mr. Pietrowski is very optimistic as the numbers do continue to improve. Mr. Pietrowski also reported that he has had a couple of meetings with H2M regarding the treatment plant, Well# 3 and North Pumping Station. They are moving forward with the reports and designs. There are plans to have a progress meeting to keep everyone on the same page, the date is still to be determined. Mr. Pietrowski noted that the EPA's Lead and Copper rule revisions require the Authority to notify customers with a "Notice of Unknown Service Line Composition" letter to

help identify the unknown water lines in that water distribution system. Mr. Pietrowski stated that there are still 2,300 homes left without a completed survey of the water line. The letter will need to be mailed by November 15, 2024, to all 2,300 customers that have not completed the required survey. Mr. Pietrowski stated that he got updated ranking status from H2 Loans for Well# 3 and North Pumping Station. The updates are displayed on the project status report. Mr. Pietrowski also stated that he received an updated drawing from the County Senior Housing, the bids have been opened, and a bid accepted.

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

Vote:

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

ATTORNEY'S REPORT:

Mr. Kassover reported about the hearing that was conducted at the Authority on September 16, 2024, proposing a new connection fee schedule. Mr. Cuva, the Authority's auditor, took the testimony. Following the testimony the commissioners were satisfied that the proposal for new connection fees should be adopted, with an effective date of December 1, 2024. Chairman Carroll read the resolution for the record to adopt the new connection fees.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Galletta, and upon roll call vote to adopt the new water and sewer connections fees that will go into effect December 1, 2024, was accepted.

Vote:

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

Mr. Kassover also reported that the attorney for County Senior Housing has approved the developer's agreement with no changes needed. The only thing they are waiting for is the date for the updated plans. They will also need to provide a legal description and the deed transfer of title. Chairman Carroll advised to Mr. Kassover they have until December 1, 2024, to provide the information still needed or their connection fees will go up. Chairman Carroll stated he will call the business administrator himself to talk about the increase. Mr. Kassover stated the attorney has been informed about the timeline of the increase. Mr. Kassover also stated he notified the North Jersey Police Radio regarding their 4th quarter taxes. Payment was made earlier than expected. Mr. Kassover noted that he and Mr. Kent reviewed and made some changes to the drafted realtor listing agreement and the property management agreement for the property 279 Ramapo Street which the Authority purchased and has agreed to rent.

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

Vote:

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

OLD BUSINESS:

Mr. Kent reported that everyone received in their packet a copy of the property management agreement for 279 Ramapo Street. The property manager will be charging \$300.00 per month and not 10% of the rent. Mr. Kent went over a fax sheet he created and passed it on to everyone. The sheet includes a list of what will be included in the lease such as lease term and responsibilities the tenant will need to comply. Mr. Kent also stated he did a walk through with the property manager and they both came up with the list of things that need to be done to get the property rentable. Mr. Kent also met with a contractor and went through all the items that need to be addressed, took the list, and came back with a price for labor and materials. Chairman Carroll stated he is on board with everything he would like to make a motion to be able to sign all agreements and to approve the contractor to start the work. Once Mr. Kassover completes reviewing the agreements Chairman Carroll would like to sign it and move forward. Mr. Kent went over if something goes wrong in the house for the renter that the renter will contact the property manager to address the issue. If something needs to be fixed the renter is not responsible for the property manager will get an estimate and let the Authority know. When the work is completed, an invoice will go to the property manager and then go to us to get paid. Mr. Pietrowski stated that if the Authority pays any contractor directly, they will need to provide the Authority with a W-9 and a New Jersey Business Registration Certificate. Mr. Kent will advise the contractor of the required paperwork needed to get paid. There was additional discussion regarding who will be the contact person for the property manager to contact for emergencies. John Pietrowski will be the first call and if he is not available Elias Sweeney and then Mary Read. Mr. Kent also stated there is a hot tub to be removed and that the property manager may have someone that wants it, if not they will need to pay to have it removed.

UPON MOTION duly made by Mr. Kent and seconded by Mr. Troast, and upon roll call vote to have Chairman Carroll sign off on all agreements regarding the rental and contract agreements was accepted.

Vote:

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

CORRESPONDENCE:

Chairman Carroll presented correspondence for discussion for 1 item.

UPON MOTION duly made by Chairman Carroll and seconded by Mr. Galletta, and upon roll call vote 1 item were accepted.

Vote:

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

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 7:20pm.

Vote:

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

Prepared by: Mary Read

Respectfully submitted by

Tim Troast, Assistant Secretary