

MINUTES OF REGULAR MEETING
WEDNESDAY, JUNE 11, 2025

DUNELLEN PARKING AUTHORITY

Chairman Wagner called the meeting to order at 7:00 PM in the Authority office.

Open Public Meetings Act was read by Secretary Olsen

ROLL CALL: Present: Commissioners Osborn, Webber and Chairman Wagner. Mayor's Liaison Ms. Peg Lockwood, and Messrs. Spengler and Olsen were also in attendance. Commissioners Seader and Vail were absent.

APPROVAL OF MINUTES: On motion of Mr. Osborn, duly carried, the Minutes from the May 14, 2025 Regular Meeting were approved as written.

UNFINISHED BUSINESS: After reviewing a table listing the Vacation Leave allotment per employee's years of service, Mr. Spengler said he would update the Employee Handbook accordingly, with final approval anticipated at the Authority's next meeting.

Mr. Olsen shared an email dated June 10, 2025 from the Middlesex County Joint Insurance Fund, asking if the Authority would consider paying off the Additional Assessment in three payments. [Mr. Olsen had sent a proposed schedule to MCJIF on December 12, 2024 with an eight-year payment schedule.] The email indicated the State [of NJ] has assigned a Fiscal Monitor to the MCJIF, who must sign off on any payment arrangements. Mr. Spengler suggested we again request a waiver of all interest, pay what we had set aside in 2024, with the remaining payments over 5 years, cautioning us not to agree to conditions that we can't afford. Chairman Wagner asked why we aren't talking directly to the Monitor, to which Mr. Osborn suggested we request the Monitor's contact information and negotiate a settlement directly, to which no disagreement was put forth.

Chairman Wagner said the new multi-space machine should be received by the end of June, and that the service rep would handle the removal and disposal of both of the existing machines and the delivery and installation of the new machine.

Chairman Wagner commented on the relocation of the Authority entrance door, which has been substantially completed, by Carl Shotwell Construction and Painting.

Mr. Osborn indicated the Gmail accounts for Government accounts are not as simple to set up as they are for businesses and that he may reach out to Dave Pettinger from the Board of Education. He suggested that a debit card [in the Authority's name] would streamline the process. Mr. Olsen said he would investigate acquiring a Purchasing Card (i.e. P Card.)

NEW BUSINESS: Chairman Wagner did not foresee the need for anyone to attend the New Jersey League of Municipalities Conference in November, to which no disagreement was put forth. He also deferred discussion on replacing the entryway carpeting to a future meeting.

OPERATIONS REPORT: Chairman Wagner reported that the existing multi-space meter machine is still working but requires frequent battery changes. He said a sign for the front of

Roscoe's Wrap it Up has been ordered, and that 2-hour parking/snow removal signs could be installed at each of the Borough's 26 entry points, at a tremendous cost savings.

FINANCIAL REPORT: Reports on financial operations for 2025 were distributed and reviewed.

RESOLUTIONS: On motion of Chairman Wagner, duly carried, Bills list #144 in the amount of \$3,217.77 was approved for payment.

PUBLIC COMMENT: Yolanda Quinones, 510 Center Street, said that she shares a driveway with her neighbors but is having difficulty with them, as they are parking near her, making it dangerous and/or hazardous or illegal as she tries to exit her driveway. She passed around photographs of the vehicles that are blocking her view as she tries to exit her driveway. She said she has called the police for assistance, but said the offenses are being made after working hours, which would make it hard for the Authority to surveil.

Ms. Lockwood reported that Karl's Klasic Car show was a success, and she reviewed the Summer Concert Series, whose artists appear every other Thursday night at the gazebo in Washington Park, with rain dates the in-between "off" Thursdays. She reminded everyone that the dedication of murals was expected to be held on Saturday June 21st beginning at 11:00 am, and that Unity Day would be held Sunday July 6 in Washington Park.

Motion to adjourn by Chairman Wagner, duly carried, at 8:03 pm.

Respectfully submitted
Scott H. Olsen
Secretary/Treasurer