

MINUTES OF REGULAR MEETING
WEDNESDAY, JULY 9, 2025

DUNELLEN PARKING AUTHORITY

Chairman Wagner called the meeting to order at 7:03 PM in the Authority office.

Open Public Meetings Act was read by Secretary Olsen

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

APPROVAL OF MINUTES: On motion of Chairman Wagner, duly carried, the Minutes from the June 11, 2025 Regular Meeting were approved as written.

UNFINISHED BUSINESS: Mr. Spengler has made final revisions to the Policies and Procedures Handbook and will forward copies by email to all Commissioners. A resolution adopting the Policies and Procedures will be introduced at a subsequent meeting.

Mr. Olsen said he would request contact information from the Middlesex County Joint Insurance Fund's Fiscal Monitor, with a proposed settlement.

Regarding Metric's new multi-space Kiosk machine, Mr. Olsen said he would reach out to the software company [Windcave] that runs the back-end software for Metric.

There was no new information on establishing the Authority's Gmail accounts.

NEW BUSINESS: Mr. Vail suggested laminate flooring or carpeting would be suitable coverings for the floors in the office and would request quotes for the work.

Mr. Olsen reported that a Workers Compensation audit had been prepared for the Central Jersey Joint Insurance Fund. The Fund will factor this data into the Authority's 2026 insurance renewal.

OPERATIONS REPORT: Chairman Wagner said the new Metric Multi-space machine is being stored at Metric's technical advisor's warehouse until it's ready for installation. He also said that the parking lots are nearly full, with few empty spaces remaining.

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

Chairman Wagner said that in a meeting with Mayor Cilento and Alex Miller, they had discussed installing alternatives to the traditional individual meters along the on-street parking areas, and that funding may be available for such replacements. He said he would follow up with Parking Enforcement Supervisor Dave Locke regarding the status of the on-street meter rate change and a comparison of surrounding rates.

RESOLUTIONS: On motion of Chairman Wagner, duly carried, Bills list #145 in the amount of \$21716.16 was approved for payment.

PUBLIC COMMENT: Jeff Roscoe, of “Roscoe’s Wrap it Up” xxx North Ave, Dunellen, alleged that there have been three or four cars parking illegally that have never received tickets, including one that parks in the 15-minute space. He said he has “video” substantiating his claim, [which he said he would forward to Chairman Wagner], and that he had previously spoken to Authority staff about these issues. Chairman Wagner said he would investigate and that Mr. Roscoe should contact him in a few days’ time if the issue hasn’t resolved.

Ms. Lockwood reported that Music in the Park would be taking place Thursday night. She said Karl from Karl’s Klassic Cars wants to do cruise nights once per month over the summer months, on North Ave between Lincoln and Madison Ave’s.

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

Respectfully submitted
Scott H. Olsen
Secretary/Treasurer