

MINUTES OF REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2017

DUNELLEN PARKING AUTHORITY

Chairman Duhamel 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 Treffinger, Vail, Wagner, White and Chairman Duhamel. Mrs. Reed, Mr. Fitzgerald and Mr. Olsen were also in attendance.

APPROVAL OF MINUTES: On motion of Chairman Duhamel, duly carried by unanimous vote, minutes from the October 11, 2017 Regular Meeting were approved as written.

UNFINISHED BUSINESS: Chairman Duhamel said Danny and Vinny Russomano were going to rent a tool to drill through concrete so that the meter poles in Lot B could be installed. He suggested that while they would do the work, the Authority should pay for the rental and other supplies and equipment, to which no disagreement was put forth.

NEW BUSINESS: Two price quotations were received and opened for 2017/2018 Snow Plowing services. The two quotations were not submitted based on a uniform parameters, so on motion of Mr. Treffinger, duly carried, award of a contract was tabled until the next meeting, in order to give the interested party uniform specifications regarding the contract. Mr. Fitzgerald also indicated the party's needed a contractors license and proof of \$1,000,000 liability insurance.

Mr. Olsen indicated the 2018 Budget was reviewed by the Authorities Regulation arm of the Division of Local Government Services, who conditionally approved the budget pending an amendment to correct a typographical error in the Capital Budget section. On motion of Mr. Wagner, duly carried, said amendment was approved. On motion of Mr. White, duly carried, the amended budget was adopted. In addition, Mr. Olsen said a previous resolution to amend the 2017 Budget could be rescinded, as transfer of funds could be utilized to address the shortfall in Lease agreements budget line. On motion Mr. White, duly carried, said amendment was rescinded, and on motion Mr. Wagner, duly carried, a transfer of funds was authorized.

On motion of Mr, Wagner, duly carried, Mr. Olsen was authorized to pay CME \$1,433.75 in outstanding bills related to the repaving of Lot B.

On motion of Mr. Vail, duly carried, Mr. Olsen was authorized to release a payment of \$41,250 to the Borough of Dunellen, comprised of the \$45,000 Interlocal Agreement with the Borough less the cost to stripe Skinner Plaza (\$3,750).

On motion of Mr. White, duly carried, Mr. Olsen was authorized to release a payment of \$758 to reimburse the Borough of Dunellen for expenses related to the League of Municipalities Conference.

OPERATIONS REPORT: No report

FINANCIAL REPORT: Preliminary end-of-year figures were reported.

RESOLUTIONS: On motion of Chairman Duhamel, duly carried, Bills list #78 (in the amount of \$16,808.05) was approved for payment.

CORRESPONDENCE: None

Motion to adjourn at 6:36 pm.

Respectfully submitted:

Scott H. Olsen
Secretary/Treasurer