

MINUTES OF REGULAR MEETING  
WEDNESDAY, DECEMBER 14, 2016

DUNELLEN PARKING AUTHORITY

Chairman Duhamel called the meeting to order at 6:00 PM in the Authority office.

Open Public Meetings Act was read by Secretary Olsen

ROLL CALL: Present: Commissioners Treffinger, Vail, Wagner, Mr. White and Chairman Duhamel. Mr. Fitzgerald and Mr. Olsen were also in attendance. Mrs. Reed was absent.

APPROVAL OF MINUTES: On motion of Mr. Wagner, duly carried by unanimous vote, the minutes from the October 12, 2016 Regular Meeting were approved as written.

UNFINISHED BUSINESS: Punch-list items regarding repaving of Lot B were discussed, as were continuing issues with NJ Transit buses. Mr. Olsen said that CME Associates was revisiting the site to make inspections in regard to areas not draining properly. Drains in the parking lot do not link to storm sewers but act more like dry wells, which quickly overflow in a downpour. Mr. Fitzgerald reported neither NJ Transit, UMI Associates nor East Coast Sprinkler (George Seif) are likely to share in the repaving costs. Chairman Duhamel recommended Mr. Fitzgerald contact Tom Clark at NJ Transit once again before the Authority begins issuing tickets for improperly parked buses.

Mr. Olsen presented a pro forma Financing Agreement with the Borough of Dunellen regarding a pay-back schedule for repaving costs, which provides a minimum and maximum range of principal paydown with interest paid at the prevailing rate. On motion of Mr. Vail, duly carried, the Agreement was approved and is to be sent to the Borough for its review and action.

On motion of Mr. White, duly carried, 2017 salaries were approved as follows:

Charlotte Gebhardt - \$14.25/hour

David Locke - \$17.00/hour

Sandy Reed - \$53,050 annually

Scott Olsen - \$21,220 annually

NEW BUSINESS: On motion of Mr. Treffinger, duly carried, the 2017 Operating and Capital Budgets were adopted as introduced.

Chairman Duhamel explained with the closing of World Gym comes an opportunity to increase permit parking by revenue sharing additional spaces at the Art Color (Dunellen Associates) complex. On his motion, duly carried, the Authority will pay Dunellen Associates \$25/space for 16 additional spaces, once an amendment to our existing agreement is executed. Currently, the Authority pays \$20/space for 20 spaces. Negotiations for a revenue sharing opportunity with the Knights of Columbus Home Association continue.

On motion of Chairman Duhamel, duly carried, replacement of the furnace was awarded to Art Taylor at a cost not to exceed \$5,800.

On motion Mr. White, the 2017 snow plowing contract was awarded to Property of Maintenance (Alex Miller) per his written proposal, subject to his providing a certificate of insurance.

On motion of Mr. Wagner, duly carried, Mr. Olsen is authorized to process payment of \$50,000 to the Borough of Dunellen to satisfy the Shared Services agreement, and, on motion of Chairman Duhamel, duly carried, authorized to reimburse the Borough for the Authority's share of League of Municipalities cost.

OPERATIONS REPORT: None

FINANCIAL REPORT: Mr. Olsen reviewed 2016 Revenues and Expenditures.

RESOLUTIONS: On motion of Mr. Treffinger, duly carried, Bills list #69 (in the amount of \$7,154.24) was approved for payment.

CORRESPONDENCE: None

Motion to adjourn by Mr. Wagner, duly carried, at 6:53 pm.

Respectfully submitted:

Scott H. Olsen  
Secretary/Treasurer