

**Newton Parking Authority Meeting
December 7, 2017 – Minutes**

Roll Call – meeting called to order at 8:50 a.m. by Chairman Edwards.

Present: Mr. Dudes, Vice Chairman Mitchell, Mr. Leone
Chairman Edwards

Also Present: Teresa Oswin, Deputy Municipal Clerk/PA Secretary's Assistant
Theresa Schlosser, Tax Collector
Gary Govier, Parking Enforcement Attendant

Absent: Mr. Ciaravolo, Mr. Russo

Open Public Meetings Act Statement – read by Mr. Edwards.

Approval of Minutes

Motion to approve November 2, 2017 regular meeting minutes, by Mr. Leone, seconded by Mr. Dudes. Approved 4-0.

Financial Reports

Motion to approve May through October, 2017 Treasurer Reports, as presented, by Mr. Mitchell, seconded by Mr. Leone. Approved 4-0.

Old Business

None.

New Business

- a) Newton Town Centre parking - Ms. Oswin distributed a letter from RPM Development outlining the Newton Town Center project status. Ms. Oswin stated the Commissioners need to make a decision on what should be done with the 20+ parking spots which will be available to the Parking Authority as soon as the Newton Town Centre is completed.

A discussion ensued and the members came to a consensus of:

The passes should be auctioned off, free of charge in a lottery form for the merchants in the Downtown Historic District on an annual basis. Consideration should be made to ensure the passes are per business, and no merchant will be allowed to win more than one pass offer. Ms. Oswin will relay the details to Mr. Russo, and instruct him to draft the details and send them to the Commissioners via email for final approval.

- b) **Resolution H-2018** – Approve (Adopt) 2018 Budget. Motion to approve by Mr. Mitchell, seconded by Dudes. Approved 4-0.

**2018 AUTHORITY BUDGET RESOLUTION
NEWTON PARKING
(Name)**

FISCAL YEAR: FROM: 1/1/18 TO: 12/31/18

WHEREAS, the Annual Budget and Capital Budget/Program for the Newton Parking Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Newton Parking Authority at its open public meeting of December 7, 2017; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 76,300, Total Appropriations, including any Accumulated Deficit, if any, of \$76,300 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$8,000 and Total Unrestricted Net Position planned to be utilized of \$8,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Newton Parking Authority, at an open public meeting held on December 7, 2017 that the Annual Budget and Capital Budget/Program of the Newton Parking Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

- c) **Review of Meeting Dates for 2018** – motion to approve made by Mr. Dudes, seconded by Mr. Mitchell. Approved 4-0.
- d) Review of Purchase Ledgers for Parking Passes – October 2017
Review of Purchase Ledgers for Parking Passes – May through September 2017 – no discussion.

Approval of Bills

a.	Direct Energy Business, Inc. _____	\$106.53
b.	Home Depot, Inc. _____	\$39.70
c.	JCP&L _____	\$285.50

Motion to approve bills items **a-c** as presented, made by Mr. Mitchell, seconded by Mr. Leone.
Approved 4-0.

Public to be Heard

None.

Motion to Adjourn by Mr. Dudes, seconded by Mr. Leone. Approved 4-0.

ADJOURNED AT 9:04 a.m.

Next meeting is February 1, 2018 at 8:45 a.m.

Respectfully submitted,

Thomas S. Russo, Jr.

/s/ TERESA OSWIN, DEPUTY MUNICIPAL CLERK/PA SECRETARY ASSISTANT