

**Newton Parking Authority Meeting
March 7, 2019 – Minutes**

Roll Call – meeting called to order at 8:56 a.m. by Chairman Edwards

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

Also Present: Thomas S. Russo, Jr., Newton Town Manager/PA Secretary
Theresa Schlosser, Tax Collector/Finance Office
Kimberly Williams, Community Development Director

Excused: Mr. Ciaravolo
Gary Govier, Parking Enforcement Officer

Open Public Meetings Act Statement – read by Chairman Edwards.

Approval of Minutes

Motion to approve December 6, 2018 Minutes as presented, by Mr. Leone, seconded by Mr. Mitchell.
Approved 3-0.

Financial Reports

Motion to approve November and December 2018 Treasurer Reports, 2018 Receipts and Disbursements, as presented, by Mr. Mitchell, seconded by Mr. Leone. Approved 3-0.

Old Business

- a) Update on Newton Town Centre Parking Swap – Parking Authority reviewed the offer letter from RPM dated January 14, 2019 and agreed to proceed with the parking swap without any financial compensation. Mr. Russo will reach out to legal counsel to start the process.

New Business

- a) Annual Reorganization – Motion to approve Ken Edwards as Chairman – by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0. Motion to approve Keith Mitchell as Vice-Chairman – by Mr. Edwards, seconded by Mr. Leone. Approved 3-0. Motion to approve Mr. Russo as Secretary – by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0.
- b) Resolution A-2019 – **“Authorize the Execution of an Agreement for Auditing Services for 2019 with Ferraioli, Wielkotz, Cerullo & Cuva”**

WHEREAS, the Newton Parking Authority will require the services of a qualified Auditor to examine the financial statements and records of the authority for the current calendar year; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Mr. Thomas Ferry, RMA of the accounting firm Ferraioli, Wielkotz, Cerullo & Cuva, PA has furnished an appropriate contract for 2019;

NOW, THEREFORE BE IT RESOLVED, by the Newton Parking Authority that the Chairman, the Town Manager and the Treasurer for the Parking Authority are hereby authorized to execute said 2019 audit contract on behalf of the Parking Authority; and

BE IT FURTHER RESOLVED that a copy of the fully executed contract be forwarded to Mr. Thomas Ferry, and that a notice of this award be published in accordance with the Local Public Contracts Law.

Motion to approve by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0.

c) Review of Purchase Ledgers for Parking Passes – November and December 2018. No comments.

Approval of Bills

Motion to approve bills items a-l as presented, made by Mr. Mitchell, seconded by Mr. Leone.

Approved 3-0.

a.	Direct Energy Business, Inc.	\$234.79
b.	J. Caldwell & Associates, Inc.	\$1,667.50
c.	JCP&L	\$535.52
d.	McManimon, Scotland & Baumann, LLC	\$236.50
e.	Verizon Wireless, Inc.	\$76.02
f.	Weights and Measures Fund	\$300.00
g.	Town of Newton Current Account	\$109.94
h.	Town of Newton Current Account	\$10,500.00
i.	Direct Energy	\$219.63
j.	Home Depot, Inc.	\$13.98
k.	JCP&L	\$704.96
l.	Verizon Wireless, Inc.	\$76.02

Chairman Edwards asked Ms. Schlosser to review the bills related to JCP&L expenditures to ensure the Parking Authority is being billed correctly.

Public to be Heard

None.

Ms. Williams provided an update on various construction and development projects within the Town of Newton.

Motion to Adjourn by Mr. Leone, seconded by Mr. Mitchell. Approved 3-0.

ADJOURNED AT 9:15 a.m.

Next meeting is April 4, 2019 at 8:45 a.m.

Respectfully submitted,

Thomas S. Russo, Jr.

/s/ THOMAS S. RUSSO, JR., TOWN MANAGER/PA SECRETARY