

**Newton Parking Authority Meeting
June 4, 2020 – Minutes
Via ZOOM**

Roll Call – meeting called to order at 9:07 a.m. by Chairman Edwards

Present: Chairman Edwards, Mr. Boyle, Ms. Kweselait, Mr. Leone
Also Present: Thomas S. Russo, Jr., Newton Town Manager/PA Secretary
Theresa Schlosser, Tax Collector/Finance Office
Terri Oswin, Assistant to Town Manager/Deputy Clerk
Kimberly Williams, Community Development Director
Excused: Vice Chairman Mitchell
Gary Govier, Parking Enforcement Officer

Open Public Meetings Act Statement – read by Chairman Edwards.

Approval of Minutes

Motion to approve February 6, 2020 Minutes as presented, by Mr. Leone, seconded by Ms. Kweselait.
Approved 3-0-1 (Abstain – Boyle).

Financial Reports

Motion to approve January, February, March, April 2020 Treasurer Reports, as presented, by Mr. Leone, seconded by Ms. Kweselait.
Approved 4-0.

Old Business - None.

New Business

- a) Introduction of Robert Boyle as Parking Authority member.
- b) Resolution C-2020 – Certification of Annual Audit for the Town of Newton Parking Authority.

WHEREAS, N.J.S.A. 40A:5A-15 requires the Governing Body of each local authority to cause and annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2018 has been completed and filed with the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17 requires the Governing Body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the Governing Body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A.40A:5A17;

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Town of Newton Parking Authority hereby certifies to the Local Finance Board of the State of New Jersey that each Governing Body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by Group Affidavit in the form prescribed by the Local Finance Board;

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid Group Affidavit, accompanied by a certified true copy of this resolution.

Motion to approve by Ms. Kweselait, seconded by Mr. Leone. Approved 4-0.

c) Review of Purchase Ledgers for Parking Passes – January, February, March 2020 – No discussion.

Approval of Bills

a.	Home Depot, Inc. _____	\$34.77
b.	JCP&L _____	\$648.75
c.	Minisink Press, Inc. _____	\$125.00
d.	Statewide Insurance Fund _____	\$12,000.00
e.	Verizon Wireless, Inc. _____	\$76.02
f.	Town of Newton _____	\$11,250.00
g.	Home Depot, Inc. _____	\$46.25
h.	JCP&L _____	\$431.80
i.	Verizon Wireless, Inc. _____	\$76.02
j.	JCP&L _____	\$448.40
k.	Verizon Wireless, Inc. _____	\$76.02
l.	W. B. Mason, Inc. _____	\$7.47
m.	Town of Newton _____	\$11,500.00
n.	Home Depot, Inc. _____	\$23.96
o.	JCP&L _____	\$391.17
p.	Verizon Wireless, Inc. _____	\$76.02

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

Public to be Heard - None.

Executive Session - None.

Mr. Leone asked about status of negotiations on acquiring property for additional parking. Mr. Russo advised no agreement has been obtained on the same. Consensus of the Authority was to allow Mr. Russo to restart conversations this summer on acquisition.

Ms. Williams gave an overview on Town marketing efforts and events during the pandemic.

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

ADJOURNED AT 9:30 a.m.

Next meeting is September 3, 2020 at 8:45 a.m.

Respectfully submitted,

Thomas S. Russo, Jr.

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