

**Newton Parking Authority Meeting  
June 3, 2021 – Minutes  
Via ZOOM**

**Roll Call** – meeting called to order at 9:01 a.m. by Vice Chairman Mitchell

**Present:** Ms. Kweselait, Ms. Le Frois, Vice Chairman Mitchell, Chairman Edwards  
**Also Present:** Thomas S. Russo, Jr., Newton Town Manager/PA Secretary  
Terri Oswin, Deputy Town Manager/Deputy Clerk  
**Excused:** Mr. Boyle, Ms. Schlosser

**Open Public Meetings Act Statement** – read by Vice Chairman Mitchell.

**Approval of Minutes**

Motion to approve February 4, 2021 Minutes as presented, by Ms. Le Frois, seconded by Mr. Mitchell.  
Approved 4-0.

**Financial Reports**

Motion to approve January 30, 2021, February 28, 2021, March 31, 2021, and April 30, 2021 Treasurer Reports, as presented, by Vice Chairman Mitchell, seconded by Ms. Kweselait. Approved 4-0.

**Old Business** - None.

**New Business**

- a) Resolution C-2021 – “***Certification of the 2020 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, 2020 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, 2020, 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. Le Frois, seconded by Ms. Kweselait. Approved 4-0.

- b) Parking Authority Vehicle – Mr. Russo stated he received a request from the Newton Volunteer First Aid Squad for utilization of the Parking Authority Interceptor at night and on the weekends. Discussion ensued. Motion to deny the NFAS request by Ms. Le Frois, seconded by Mr. Mitchell. Approved 4-0.
- c) Review of Purchase Ledgers for Parking Passes – January, February, March, and April 2021 – No discussion.

**Approval of Bills**

a.	J. Caldwell & Associates, LLC.	\$3,500.00
b.	JCP&L	\$1,057.57
c.	Verizon Wireless, Inc.	\$76.02
d.	Weights and Measures Fund	\$300.00
e.	Amano McGann, Inc.	\$1,971.50
f.	Amano McGann, Inc.	\$390.00
g.	Amano McGann, Inc.	\$624.00
h.	Town of Newton	\$11,250.00
i.	JCP&L	\$718.65
j.	Statewide Insurance Fund	\$12,000.00
k.	Town of Newton	\$76.02
l.	JCP&L	\$98.47
m.	Leslie Temes	\$101.94
n.	Wielkotz & Complany LLC	\$2,700.00
o.	JCP&L	\$743.86
p.	Jersey Shirts & Designs	\$280.00
q.	Minisink Press, Inc.	\$68.00

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

**Public to be Heard** - None.

**Executive Session** - None.

Motion to Adjourn by Ms. Le Frois, seconded by Ms. Kweselait. Approved 4-0.

**ADJOURNED AT 9:05 a.m.**

**Next meeting is September 2, 2021 at 8:45 a.m.**

**Respectfully submitted,**

*Thomas S. Russo, Jr.*

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