

**Newton Parking Authority Meeting
October 3, 2024 – Minutes
Via ZOOM**

Roll Call – meeting called to order at 8:53 a.m.

Present: Mr. Mitchell, Ms. Kweselait, Ms. Shotwell-Vaitkevicius, Mr. Boyle
Also Present: Thomas S. Russo, Jr. Town Manager, Theresa Schlosser, Tax Collector
Excused: Chairman Teets

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

Approval of Minutes

Motion to approve June 6, 2024 Meeting Minutes, as presented, Mr. Mitchell, seconded by Ms. Kweselait. Approved 4-0.

Financial Reports

Motion to approve May 31, 2024, June 30, 2024, July 31, 2024, and August 31, 2024, Treasurer's Reports, as presented, Ms. Kweselait, seconded by Mr. Boyle. Approved 4-0.

New Business

- a. Resolution D-2024 – 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 an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2023 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, 2023, 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; and

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 Resolution D-2024 by Ms. Kweselait, seconded by Ms. Shotwell-Vaitkevicius. Approved 4-0.

b. Review of Purchase Ledgers for Parking Passes – May, June, July, and August 2024. No discussion.

Approval of Bills

Motion to approve bills items a-o as presented, made by Ms. Shotwell-Vaitkevicius, seconded by Mr. Boyle. Approved 4-0.

a. Devo & Associates LLC	\$1,091.26
b. JCP&L	\$474.52
c. Parkeon, Inc.	\$228.00
d. Current Account	\$152.04
e. Dell Marketing L.P.	\$916.31
f. Devo & Associates LLC	\$662.50
g. JCP&L	\$478.67
h. Parkeon, Inc.	\$2,160.00
i. Parkeon, Inc.	\$87.50
j. Current Account	\$14,500.00
k. JCP&L	\$524.07
l. Minisink Press Inc.	\$220.00
m. Parkeon, Inc.	\$80.15
n. Parkeon, Inc.	\$244.00
o. Walmart	\$67.44

Public to be Heard – None.

Motion to Adjourn by Mr. Boyle, seconded by Mr. Mitchell. Approved 4-0.

ADJOURNED AT 8:56 a.m.

Next meeting is November 7, 2024, at 8:45a.m. via Zoom.

Respectfully submitted,

Thomas S. Russo, Jr.

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