

Newton Parking Authority Meeting
February 2, 2017 – Minutes

Roll Call – meeting called to order at 9:05 a.m. by Mr. Edwards.

Present: Chairman Edwards, Mr. Dudes, Mr. Leone, and Mr. Ciaravolo
Excused: Mr. Mitchell

Also Present: Linda Roth, Tax Collector
Gary Govier, Parking Enforcement Attendant

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

Approval of Minutes

Motion to approve December 1, 2016 regular meeting minutes as presented, by Mr. Leone, seconded by Mr. Ciaravolo. Approved 4-0.

Financial Reports

Motion to approve November 30, 2016 Treasurer’s Report, December 31, 2016 Treasurer’s Report and 2016 Receipts and Disbursements Report as presented, by Mr. Ciaravolo, seconded by Mr. Dudes. Approved 4-0.

Old Business

None.

New Business

- a) Annual Reorganization

Chairman – Kenneth Edwards
Vice Chairman – Keith Mitchell
Secretary – Town Manager Thomas S. Russo, Jr.

Motion by Mr. Leone, seconded by Mr. Ciaravolo. Approved 4-0.

- b) **Resolution A-2017 Certification of Annual Audit** – Motion to Approve by Mr. Dudes, seconded by Mr. Ciaravolo. Approved 4-0

“Authorize the Execution of an Agreement For Auditing Services for 2017 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 2017;

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 2017 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.

- c) Update of new Parking Rates – Mrs. Roth distributed a handout of the new parking rates which went into effect January 1, 2017. Mrs. Roth advised there has been increase in parking passes sold, which could be attributed to passes now being available in all the lots.
- d) Review of Purchase Ledgers for Parking Passes – November and December 2016. No discussion.
- e) Gary Govier updated the members on a recent court case involving a parking ticket on Spring Street. Mr. Govier advised how would be hashing marking certain areas on Spring Street so there will no confusion for the public in determining legal parking spots.

Approval of Bills

| | |
|---|-----------|
| a. Amano McGann, Inc. _____ | \$475.00 |
| b. Amano McGann, Inc. _____ | 3,155.04 |
| c. Direct Energy Business, Inc. _____ | 5.75 |
| d. Home Depot, Inc. _____ | 99.32 |
| e. JCP&L _____ | 548.60 |
| f. Montague Tool & Supply, Inc. _____ | 87.84 |
| g. POM Incorporated _____ | 520.00 |
| h. Staples Business Advantage, Inc. _____ | 7.35 |
| i. Town of Newton, Current Account _____ | 10,000.00 |
| j. Direct Energy Business, Inc. _____ | 348.29 |
| k. Home Depot, Inc. _____ | 5.27 |
| l. JCP&L _____ | 925.32 |
| m. New Jersey Herald, Inc. _____ | 68.40 |
| n. Take a Powder Inc. DBA Meter Product _____ | 200.00 |

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

Public to be Heard

None.

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

ADJOURNED AT 9:28 a.m.

Next meeting is April 6, 2017 at 8:45 a.m.

Respectfully submitted,

Thomas S. Russo, Jr.

/s/ THOMAS S. RUSSO, JR.

NEWTON PARKING AUTHORITY SECRETARY