

**PARKING AUTHORITY—CITY OF RAHWAY
MINUTES OF THE REGULAR MEETING
December 5, 2017**

Chairman Walker called the meeting to order at 6:35 PM.

Roll Call:

Commissioners:

Present: (4) Walker, Kabel, Flynn, Zuniga

Absent: (1) Kennedy

Bier- Executive Director/Attorney

Bart- Secretary

Hon. Samson Steinman- Mayor, City of Rahway

Commissioner Walker announced that notice of this meeting has been posted and advertised in accordance with the Open Public Meetings Act (Sunshine Law).

HEARING OF THE PUBLIC

Mayor Steinman thanked the Commissioners and Staff of the Authority for their work throughout the year.

CHAIRMAN'S REPORT

None

MEETING MINUTES NOVEMBER 6, 2017

45-17 Motion: TO APPROVE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 3, 2017

Motion made by: Commissioner Kabel

Seconded by: Commissioner Flynn

Commissioner Vote:

Ayes: (4) Walker, Flynn, Kabel, Zuniga

Nays: (0) None

Absent (1) Kennedy

ACCOUNTANT

Authority Financial Statements as of October 30, 2017 were reviewed. Mr. Bart reported that actual revenue continues to exceed 2017 budget. 2017 expenses remain favorable to budget.

Mr. Bart advised the Commissioners that the Authority filled its proposed 2018 Operating and Capital Budgets with the NJ Department of Community Affairs for review. Based upon the DCA review, there were no recommended changes to the Authority proposed 2018 budgets. The Authority must adopt the DCA Approved Operating and Capital Budget at tonight's meeting.

ATTORNEY/EXECUTIVE DIRECTOR

Leonard T Bier –RPA Executive Director Report: December 2017

Mr. Bier commented on certain variances within the financial statements to date.

Mr. Bier reported that Request for Qualifications for Professional Services required by the Authority in 2018 will be published on the Authority’s web site this month. Commissioners will select and approve Professionals at the January 2018 Reorganization Meeting.

Mr. Bier reported that Parking Lot B will be sold sometime in the spring of 2018 for residential and retail development. Under a MOU with Union County excess clean soil will be removed from and transported to the Union County Galloping Hills Public Golf Course, for restoration work at the golf course.

Mr. Bier proposed that the Commissioners pass a Resolution amending the current PILOP Program Fee Schedule. The 2018 fee schedule needs to be amended to reflect current land acquisition expense by the Authority’s and the costs required to improve land acquired for additional public parking facilities. The PILOP Program was created with City Council approval as part of the CBD Redevelopment Plan to allow developers to secure off-site required parking spaces via access to Authority parking facilities, to satisfy the City’s redevelopment parking requirements

Mr. Bier reported that the Authority Commissioners will need to go into closed session at the January meeting to discuss 2018 employee salaries and wages.

MOTIONS:

46-17 Motion: TO APPROVE PAYMENT OF BILLS TOTALING \$65,792.46 DATED DECEMEBR 5, 2017 (SEE ATTACHED LIST)

Motion made by: Commissioner Kabel

Seconded by: Commissioner Walker

Commissioner Vote:

Ayes: (4) Walker, Flynn, Kabel, Zuniga

Nays: (0) None

Absent (1) Kennedy

47-17 Motion: TO ADOPT THE 2018 PARKING AUTHORITY OPERATING AND CAPITAL BUDGETS, AS APPROVED BY THE DEPARTMENT OF COMMUNITY AFFAIRS.

Motion made by: Commissioner Walker

Seconded by: Commissioner Kabel

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

48-17 Motion: TO APPROVE AMENDMENT OF THE RAHWAY PARKING AUTHORITY PILOP PROGRAM FEE SCHEDULE AS PER THE ATTACHED SCHEDULE

Motion made by: Commissioner Walker

Seconded by: Commissioner Kabel

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

49-17 Motion: TO APPROVE ENVIRONMENTAL PROFESSIONAL SERVICES PROPOSAL FROM WHITESTONE ASSOCIATES, LICENSED SITE REMEDIATION PROFESSIONAL (LSRP) TO MONITOR REMOVAL OF CLEAN SOIL FROM PARKING LOT B TO GALLOPING HILLS GOLF COURSE FOR AN AMOUNT NOT TO EXCEED \$850 PER DAY, AS PER THE ATTACHED PROPOSAL

Motion made by: Commissioner Walker

Seconded by: Commissioner Kabel

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

50-17 Motion: TO ADJOURN THE REGULAR MEETING TO ENTER CLOSED SESSION TO DISCUSS PERSONNEL MATTERS.

Motion made by: Commissioner Kabel

Seconded by: Commissioner Walker

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

The Commissioners entered closed session at 7:23 PM

51-17 Motion: TO ADJOURN THE CLOSED SESSION SO THE COMMISSIONERS CAN RE-ENTER REGULAR MEETING.

Motion made by: Commissioner Kabel

Seconded by: Commissioner Walker

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

The Commissioners re-entered the regular meeting at 7:31 PM. No action was taken in Closed Session.

52-17 Motion: TO AUTHORIZE THE EXPENDITURE OF UP TO \$300 FOR A STAFF HOLIDAY LUNCHEON.

Motion made by: Commissioner Kabel

Seconded by: Commissioner Walker

Commissioner Vote:

Ayes: (4) Walker, Kabel, Flynn, Zuniga

Nays: (0) None

Absent (1) Kennedy

SIGNIFICANT COMMUNICATIONS

Commissioner Kennedy, by letter tendered his Resignation from the RPA Board of Commissioners effective Dec 31, 2017. He thanked the Authority and his fellow Commissioner for the opportunity to serve on the RPA's Board

OLD BUSINESS

None

NEW BUSINESS

None

COMMISSIONER COMMENTS

None

PUBLIC COMMENTS

Meeting Adjourned at 7:35 PM

Michael R. Bart, CPA

Recording Secretary