

FORT LEE PARKING AUTHORITY
MEETING MINUTES
May 9, 2023 @ 4:00 P.M.

I. Salute to the Flag:

II. Call to Order:

The regular meeting of the Fort Lee Parking Authority scheduled for Tuesday, May 9, 2023 at 4:00 p.m. The meeting was convened at 4:01 p.m. at 231 Main Street 2nd Fl., at the Fort Lee Parking Authority Conference Room as advertised in the Record, Jersey Journal, Municipal Building Bulletin Board, and the Parking Authority Website on December 27, 2022.

III. Statement of Compliance:

Pursuant to the Open Public Meeting Act, Chapter 231, Laws of 1975 noting adequate notice of the meeting has been as follows: “At least 48 hours prior to this meeting to be: A) permanently posted on the board’s officially designated public bulletin board in the Borough Hall, and in the entrance hall of the Parking Authority located at the rear of 309 Main Street, Middle Bldg; B) delivered to The Record, The Jersey Journal and the Board’s official newspaper; C) filed with the Clerk of the Borough of Fort Lee, and; D) mailed to all persons, if any, who have requested said notice, pursuant to section 14 Chapter 231, Laws of 1975”.

IV. Roll Call of Commissioners:

Neil Grant	Present
Michael Klein	Present
Marc Macri	Present
J Richard Radoian	Present
Patricia Rumi	Absent

V. Roll Call of Professionals:

Legal Counsel Neil Marotta (arrived at 4:17pm) and Executive Director Hernani Goncalves. Council Liaison Harvey Sohmer, and Liaison Paul Yoon were absent.

VI. Public Comment:

No public present

VII. Consent Agenda:

- Approval of Minutes: April 11, 2023
- Approval of Voucher numbers: 015110 – 015140
- Financial Statement: April 2023

A discussion was held on this matter.

Motion by: Richard Radoian **Second by:** Michael Klein

Approved UNANIMOUSLY

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MEETING MINUTES
May 9, 2023 @ 4:00 P.M.

Resolutions:

2023-31

Whereas, the Commissioners of the Fort Lee Parking Authority currently maintain an agreement with a company providing payment for parking by cellular device; and

Whereas, for the convenience of its parkers, the Commissioners desire to add another company that can provide additional pay-by-cell services and therefore desires to enter into an agreement with Paybyphone US Inc., for said services,

Now, Therefore, Be It Resolved, by the Commissioners of the Parking Authority of the Borough of Fort Lee, that the Executive Director of the Authority, or other required officer, is hereby authorized to enter into an agreement with PayByPhone US Inc, as approved by counsel for the Parking Authority, and to execute any documents necessary to realize the intent of this resolution, for the provision of pay by cell device services, in accordance with its proposal which is incorporated herein by reference.

Mr. Goncalves discussed the resolution.

Motion by: Richard Radoian **Second by:** Marc Macri
Approved UNANIMOUSLY

2023-32

Be It Resolved, by the Commissioners of the Fort Lee Parking Authority, that the Executive Director is hereby authorized to enter into an Agreement with Jersey State Controls, as approved by General Counsel, in accordance with its quote, subject to certification as to the availability of funds, in a sum not to exceed \$6,200.00, per year, for HVAC maintenance services, for a term of two years, May 1, 2023 through April 30, 2024 and in the sum of \$6,200, for the term, May 1, 2024 through April 30, 2025, subject to further authorization from the Commissioners.

Mr. Goncalves discussed the resolution.

Motion by: Michael Klein **Second by:** Richard Radoian
Approved UNANIMOUSLY

FORT LEE PARKING AUTHORITY
MEETING MINUTES
May 9, 2023 @ 4:00 P.M.

2023-34

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the Borough of Fort Lee, in the County of Bergen, to maintain various depository, business checking and investment accounts as part of a "Cash Management Plan" pursuant to N.J.R. 5:31-3.1, and it is necessary to designate by resolution the names of individuals whose signatures shall appear on checks drawn upon the treasury of the Parking Authority, pursuant to N.J.R. 5:31-4.2 and

Whereas, the Commissioners of the Parking Authority of the Borough of Fort Lee have decided it is in the best interest of said Parking Authority to maintain or utilize depository, business checking and investment accounts at the following financial institutions, to effectuate its' "Cash Management Plan" pursuant to N.J.R. 5:31-3.1:

ConnectOne Bank

Now, Therefore, Be It Resolved, by the Commissioners of the Fort Lee Parking Authority that the following individuals of the Fort Lee Parking Authority of the County of Bergen as indicated above, shall be authorized to sign checks, withdrawal slips, wire transfer authorizations, or other transfer documents for the depository, business checking and investment accounts at the aforementioned institutions on behalf of said Parking Authority, said authorization to expire December 31, 2023.

Neil Grant	Commissioner
Marc Macri	Commissioner
Michael Klein	Commissioner
J. Richard Radoian	Commissioner
Pat Rumi	Commissioner
Hernani Goncalves	Executive Director
Evelyn Lassalle-Ayala	Assistant Director

BE IT FURTHER RESOLVED that all financial transactions on behalf of the Borough of Fort Lee Parking Authority at the depository, business checking and investment accounts maintained in the aforesaid financial institutions shall require the signatures of at least two (2) of the authorized signators.

Mr. Goncalves discussed the resolution.

Motion by: Richard Radoian **Second by:** Michael Klein

Approved UNANIMOUSLY

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MEETING MINUTES
May 9, 2023 @ 4:00 P.M.

2023-33 **Whereas**, the Fort Lee Parking Authority has entered into collective negotiations with the United Service Worker's Union (hereinafter, "USWU"); and

Whereas, the Authority and the USWU have concluded negotiations for a new collective negotiations agreement; and

Whereas, the Authority and the USWU put forth a Memorandum of Understanding for the terms of the collective negotiations agreement.

Now, Therefore, Be It Resolved, that this Authority approves Memorandum of Understanding attached hereto for a collective negotiations agreement effective January 1, 2023 through December 31, 2025 subject to final ratification by the USWU.

Be It Further Resolved, that this resolution is effective subject to the aforementioned provisions.

Mr. Marotta and Mr. Goncalves discussed the resolution.

Motion by: Marc Macri **Second by:** Michael Klein

Approved UNANIMOUSLY

VIII. Documentation:

None

IX. Old Business:

None

X. New Business:

None

XI. Attorney's Report:

- Lupino
- Removal of 2 meters at 2130 Center
- PSE&G

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XII. Executive Director's Report:

- Sexual Harassment Training
- Roof leak
- Change of hours for employee
- NJ Transit Training
- Legislative laws for EV chargers
- Bus inspections
- Hiring temporary help
- Bus safety
- Enterprise car rental
- Automotus meeting
- Cameras on all vehicles
- NJPAI (COVID funding)
- Parking Authorities in the State of NJ
- Library event
- QuickBooks update
- Passport & PaybyPhone meeting

XIII. Commissioner's Comments:

None

XIV. Chairperson's Comments:

None

XV. Public Comment:

No public present

XVI. Closed Session:

Mr. Marotta requested the board to go into closed session to discuss personal matters.

Motion to go into closed session at 4:34 p.m.

Motion by: Marc Macri **Second by:** Richard Radoian
Approved UNANIMOUSLY.

Present: Mr. Grant, Mr. Macri, Mr. Klein and Mr. Radoian
Also in attendance were Mr. Marotta and Mr. Goncalves.

A motion was made to go back into open session at 4:45 p.m.

Motion by: Marc Macri **Second by:** Michael Klein
Approved UNANIMOUSLY

XVII. Adjournment:

Motion to adjourn the meeting was made at 4:46 p.m.

Motion by: Marc Macri **Second by:** Richard Radoian
Approved UNANIMOUSLY

EL, Recording Secretary