

Hackettstown Parking Authority

Meeting Minutes

November 1, 2021

Open Meeting

The motion was made at 5:00 pm by Jim Lambo to open the Meeting. The following Board Members were present: Jim Lambo, Jessica Westgate, Charlie Munk and Greg Gaertner.

Approval of Minutes

October Meeting Minutes – Motion to Approve by Jessica Westgate and 2nd by Jim Lambo. All Board Members were in Favor.

Approval of Treasurer Report

September Treasurer Report - Motion to Approve by Greg Gaertner and 2nd by Charlie Munk. All Board Members were in Favor.

Bank Statement not Ready – Motion to Approve to December 2021 Meeting. All Board Members were in Favor.

New Business

The Board discussed the New Signers for the CD Account and Checking Account. Everyone has been in communication with the Banks and we are awaiting response. The Board Agreed on the Signers for Checking Account Plus the Treasurer. Jim Lambo would stay on and Jessica Westgate agreed to be another Signer. All Board Members were in Favor.

CC for Treasurer/Secretary for Office and Meter Supplies: Motion to Approve by Jessica Westgate and 2nd by Jim Lambo. All Board Members were in Favor.

Patricia Whaley, Treasurer, spoke about the Intro to Adopt the HPA 2022 Budget. Needs to be introduced and agreed on within the 60 day window and filed with the State tonight. Greg brought up the lack of Permit revenue and Patricia explained that you cannot have Permit without Meter. Motion to Approve by Jim Lambo and 2nd by Charlie Munk. All Board Members were in Favor.

Chairman Reports

Jim Lambo stated that we needed to get the Meters up and running. We need to hire a per diem person to evaluate. Patricia Whaley stated she would contact Angel Delvalle, previous Meter person, to see if available. All Board Members were in Favor.

Jim Lambo made a motion to adjourn the meeting at 5:45pm. Charlie seconded the motion. All Board Members were in Favor.

The Next HPA Board meeting will be December 6th, 2021.

Respectfully Submitted,

Patricia Whaley
Treasurer