

**MANCHESTER UTILITIES AUTHORITY  
MONTHLY MEETING MARCH 10, 2014  
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ  
7:30 P.M.**

**TIME: 7:34 PM**

**• MEETING CALLED TO ORDER – OPEN PUBLIC MEETING NOTICE READ**

*IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS LAW, ADEQUATE NOTICE OF THIS MEETING WAS PROVIDED BY A NOTICE SENT TO THE NORTH JERSEY HERALD NEWS, THE RECORD AND HAWTHORNE PRESS ON FEBRUARY 12, 2014. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 12, 2014 AND HAS REMAINED CONTINUOUSLY POSTED AS REQUIRED BY STATUTE. IN ADDITION, A COPY OF THIS NOTICE IS AND HAS BEEN AVAILABLE TO THE PUBLIC AND IS ON FILE IN THE OFFICE OF THE MUNICIPAL CLERK.*

Proper notice having been given, the Secretary is directed to include this statement in the minutes of this meeting.

**• FLAG SALUTE**

**• ROLL CALL ATTENDANCE**

**ROLL CALL**

Present: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

Absent: Zofrea

Other notable attendees: Angelo Passafaro, Licensed Operator  
Casey Anne Cordes, Attorney  
Justin Mahon, Engineer

**REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Chowdhury to approve the Minutes and Executive Session Minutes for February 10, 2014.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

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**• REPORTS AND DISCUSSION**

**CHAIRMAN**

Victor D’Ambrosio spoke on the following:

He advised that the utility lien sales for delinquent water accounts in both Haledon & North Haledon are in progress. He believes that the North Haledon sale will be conducted in May and Haledon will likely be in September. He thanked both Boroughs for providing these services and confirmed that both Boroughs will be compensated for all costs associated with the sales by the Authority.

He stated that the Licensed Operator found a website to sell old parts and meters. The prices vary depending upon the size; however, this may be a good research for selling unused and unwanted MUA parts and meters.

**ENGINEER**

Justin Mahon submitted report, which is on file and highlighted the following:

He explained that the MUA is at an important phase of the NJEIT financing because costs need to be adjusted so that the Trust can certify the exact amount for the MUA this week.

He discussed Central Avenue Change Order No. 0003.

He discussed the need to increase the Engineering Budget by \$20,000 for unanticipated costs associated with the projects.

Motion made by Van Sickle seconded by Chowdhury to approve **CONTRACT CHANGE ORDER MODIFICATION NO. CO-003 FOR PROJECT NOS. 163001006: CENTRAL AVENUE STANDPIPE REHABILITATION**

YES: D’Ambrosio, Chowdhury, Van Sickle

ABSTAIN: Malgosh

NO: -0

**ATTORNEY**

Casey Anne Cordes submitted report, which is on file and addressed any questions raised by the Commissioners.

**AUDITOR**

Chuck Ferraioli was not present; however, the Chairman read from his email the following information:

The MUA revenues are up approximately \$100,000.00 from last year at this same time; however, the account receivables are also up approximately \$115,000.00 from last year at this same time. Obviously, collections are a priority; however, it needs to be an even greater focus.

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**LICENSED OPERATOR**

Angelo Passafaro submitted report, which is on file and highlighted the following:  
New Hydrant prices have been obtained.  
Seven (7) hydrants will be purchased, which is a cost within the MUA's budget.

• **CORRESPONDENCE**

1. PVWC/new Calibration Check Procedure
2. USDA/Exemption from Quarterly Reporting Requirements
3. High Crest Solutions/2014 Rates
4. AWWA/Notice of Election of Trustees and Officers & Proposed bylaws changes
5. Alaimo Group/Preconstruction Meeting Notification-Southside Ave. Improvements
6. Boswell McClave Engineering/Pre-Construction Meeting-2013 Road Improvement Program
7. Boswell McClave Engineering/Meeting Minutes-2013 Road Improvement Program
8. Haledon Notice of Public Hearing/276 Belmont Ave., Haledon MUA
9. Remington & Vernick Engineers/Passaic County 2014 Roadway Resurfacing Program

The listed Correspondence were reviewed and accepted by the MUA Board.  
Motion made by Van Sickle seconded by Malgosh to Accept and File Correspondence.  
YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle  
ABSTAIN: -0-  
NO: -0-

• **COMMITTEE REPORTS AND DISCUSSION**

1. RULES AND REGULATION COMMITTEE- No report for this meeting.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- No report for this meeting; however, the Chairman advised that costs need to be compiled in anticipation of these negotiations.

• **OLD BUSINESS**

1. Filter Plant Project Easements - This process is ongoing by the MUA's attorney.
2. 59 Post Road, Haledon-Service Replacement - Chairman is going to follow-up with property owner.

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3. Central Avenue Tank Project - Discussion was held on the request for signage on the tank.

**• NEW BUSINESS**

None.

**• PUBLIC COMMENT**

Motion made by Van Sickle seconded by Chowdhury to open public hearing.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

***Mary Mayer***

635 Belmont Avenue

Haledon, NJ 07508

Mrs. Mayer questions the MUA on whether or not the pieces of old equipment that will be sold are the same meters that were stolen from the Filter Plant located in North Haledon several years ago. She would like to know what happened to the stolen meters (ie., if they have been returned, if a claim had been made for them, etc.)..

***Mark Scrivens***

5 Messerve Place

North Haledon, NJ 07508

Mr. Scrivens attended the January MUA meeting stating he had very low water pressure. He was away in February and is here at the March meeting to follow-up. A leak was found and repairs were made. He states the contractor left dirt behind and a week later the lines were flushed. Mr. Scrivens suggests the MUA notify residents if and when lines are to be flushed because his water heater gets clogged when this is done.

Motion made by Van Sickle seconded by Malgosh to close the public hearing.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0

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**MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES**

The Chairman advised Mrs. Meyer that the stolen meters are not the same as the equipment that was being sold as scrap metal. The stolen meters were never recovered. As such, an insurance claim was filed for them and the MUA was reimbursed for them by the Insurance Company.

The Chairman and Licensed Operator updated Mr. Scrivens on the MUA's work in his area. The leak was fixed and as to the low pressure issue, the MUA is working on updating its Capital Improvement Plan, which will factor in addressing this issue in his area. The Licensed Operator apologized for failing to notify him about the line flushing. Mr. Scrivens was also advised to contact Denise Wahad once the snow clears so that his property can be cleaned up.

The Chairman thanked both ratepayers for their comments.

Motion made by Van Sickle seconded by Chowdhury to add Resolution #**2014-27 CONTRACT CHANGE ORDER MODIFICATION NO. CO-003 FOR PROJECT NOS. 163001006: CENTRAL AVENUE STANDPIPE REHABILITATION**

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

**RESOLUTIONS TO BE PASSED BY CONSENT**

- 2014-22      AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED MARCH 10, 2014**
- 2014-23      AUTHORIZATION TO APPROVE FOR PAYMENT THE 2011 WATER SYSTEM IMPROVEMENT BILL AS SET FORTH IN THE 2011 WATER SYSTEM IMPROVEMENT BILLS LIST DATED MARCH 10, 2014**
- 2014-24      AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED MARCH 10, 2014**
- 2014-25      RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF LOAN AGREEMENTS TO BE EXECUTED BY THE MANCHESTER UTILITIES AUTHORITY AND EACH OF THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST AND THE STATE OF**

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**NEW JERSEY, ACTING BY AND THROUGH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, AND FURTHER AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT, ALL PURSUANT TO THE STATE FISCAL YEAR 2014 NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST FINANCING PROGRAM**

**2014-26            RATIFICATION OF THE APPROVAL OF THE WATER CONNECTION APPLICATION SUBMITTED FOR 281 BURHANS AVENUE, HALEDON, NJ**

**2014-27            CONTRACT CHANGE ORDER MODIFICATION NO. CO-003 FOR PROJECT NOS. 163001006: CENTRAL AVENUE STANDPIPE REHABILITATION**

Motion by Chowdhury seconded by Van Sickle to pass Resolutions by Consent as Amended.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

**• EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES: LITIGATION AND/OR CLAIMS, CONTRACT NEGOTIATIONS, PERSONNEL, OTHER**

WHEREAS, the MUA is a public body subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act requires a Resolution of this MUA in the event the MUA determines it has a need and is permitted by law to exclude the public from an executive session;

NOW, THEREFORE, BE IT RESOLVED by the MUA that the public be excluded from its meeting for the purpose of discussing matters covered under N.J.S.A. 10:4-12B, set forth as follows:

**A. CONTRACT NEGOTIATIONS - Proposal to Increase Engineering Budget**

IT IS FURTHER RESOLVED, that the public shall not be admitted to the portion of the meeting at which time the foregoing matters will be discussed, and it is not known when or if the matters to be discussed in closed session can be disclosed to the public; and

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IT IS FURTHER RESOLVED, that at the conclusion of Executive Session, formal action may be taken.

IT IS FURTHER RESOLVED, that the within shall take effect immediately upon passage and publication as provided by law.

**TIME: 8:35 PM**

Motion by Chowdhury seconded by Van Sickle to go into executive session as indicated above.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

**TIME: 8:45PM**

Motion by Van Sickle seconded by Malgosh to reconvene the regular meeting.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

Motion by Chowdhury seconded by Van Sickle to **APPROVE AN INCREASE FOR THE PROFESSIONAL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES AGREEMENT DATED SEPTEMBER 6, 2012 BY \$20,000.00 TO \$363,139.00**

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

**TIME: 8:46PM**

**• MEETING ADJOURNED**

Motion made Malgosh seconded by Van Sickle to adjourn meeting.

YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,  
Denise Wahad  
Recording Secretary

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