

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 8, 2017
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 AND THE RECORD FEBRUARY 17, 2017. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 17, 2017 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, Van Sickle, Flach

Absent: Chowdhury, Moczo, Zofrea

Other notable attendees: Casey Cordes, Attorney
Justin Mahon, Engineer
Greg Cardena, Licensed Operator
Chuck Ferraioli, Auditor

• REVIEW OF MINUTES:

Motion by Van Sickle seconded by Flach to approve the Minutes and Executive Session Minutes for April 10, 2017.

YES: D'Ambrosio, Flach, 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 final punch list items are being prepared for the 2014 Water System Improvements project.

The Haledon DPW Foreman contacted him concerning the possibility of the MUA paying for an emergency stand-by employee of the DPW. The MUA currently pays for weekend time of the DPW employees working on the water system, which may not be necessary. Therefore, the expense of a stand-by employee may be a swap of the weekend time expense for budgetary purposes. This option will be looked into further by the Chairman and professionals.

The water connection installation of the Church located in North Haledon was delayed due to the fact that the pipe is galvanized so it needs to be changed to meet industry standards before the connection can be completed.

The annual water lien sale in North Haledon will be discussed in Executive Session.

He reminded the Commissioners to complete the annual Financial Disclosure Forms.

He thanked Commissioner Flach for her efforts in formulating the Summer Internship description and application. The position has a budget of \$2,000.00 and will further the MUA's operational goal towards better efficiency.

The new Passaic Valley Water Commission Agreement has been provided by counsel and is on for consideration.

The Passaic County Bond was renewed. Passaic County may require the MUA to provide a Traffic Control Plan; however, the final determination and direction on this issue has not been made.

The NJEIT advised that the MUA saved \$13,199.80 in total debt service repayments for its ratepayers. He thanked the professionals for their efforts.

The estimate for the cellular based metering pilot program was received. The total cost for software and meters is \$16,073.00 for the MUA's largest 1% ratepayers who purchase 15% of water sold. That total is thirty-two (32) accounts. This cost obviously does not include the installation. The total budget for the pilot program is estimated at approximately \$25,000.00. Commissioner Flach explained the pilot program in detail. The cellular system provided more reliable and efficient information. From the information of the pilot program, the MUA can formulate a long range meter upgrade strategy. The Engineer also answered questions concerning the program. Several questions were raised that will need to be responded to by the software company. Therefore, action on the program will be held pending receipt of the additional information.

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ENGINEER

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

He discussed the 2014 Water System Improvement project issues.

He advised that the County's requirement for a Traffic Control Plan has been resolved as to the connection at 361 Squaw Brook Road.

The County is requiring that the plan be customized by road.

The Complaint received from 31 Terrace was discussed. The Engineer will follow-up and report back at the next meeting.

ATTORNEY

Casey Cordes submitted report, which is on file and addressed any questions.

AUDITOR

Chuck Ferraioli spoke on the following:

The 2016 Audit is being finalized.

Revenues have increased by \$40,000.00 when compared to this time last year.

LICENSED OPERATOR

Greg Cardena submitted report, which is on file and he discussed the following:

PVWC performed an emergent repair on a leak in the chemical feed system located at Burhans Avenue. A DPW employee collects samples at the site for analysis by PVWC. The Licensed Operator will supplement this effort by conducting independent analysis on a weekly basis.

Quotes are still being received for the necessary repair at the Central Avenue Tank.

The inspection and testing of the Lead and Copper sample pool sites has been quite slow. Only 11 customers have scheduled appointments from the 90 that were initially contacted. Depending upon the response next month, additional steps may need to be taken in order to expedite the process.

• CORRESPONDENCE

1. NJDEP Interim Inspection-passed
2. NJEIT Refunding Bond Series 2017A-R2-Trust
3. NH Zoning Board Application/56 Walray Ave.
4. NH Planning Board Application/348 Saw Mill Road

The listed Correspondence were reviewed and considered by the MUA Board.

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Motion made by Van Sickle seconded by Flach to Accept and File Correspondence.

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

1. RULES AND REGULATION COMMITTEE- Commissioner Flach explained that the Summer Internship was previously discussed, which has been the Committee's focus. The Committee has also considered organizing an Issues Log concerning customer complaints in order to facilitate operations.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- General Counsel advised that the MUA is still awaiting the Borough of Haledon to act on the form of Agreement.

• OLD BUSINESS

1. Argent Associates/Basic Power Unit technology-Nothing new to update.
2. Water Connection Application/920 Belmont Ave., NH-181 Units-On hold due to lack of escrow funds.
3. Water Connection Application/960 Belmont Ave., NH-34 Townhomes-Developers Agreement has been finalized and signed by the Chairman.

• NEW BUSINESS

No New Business at this time

• PUBLIC COMMENT

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

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

No Public Comments.

Motion made by Van Sickle seconded by Flach to close public hearing.

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

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MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

2017-26 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED MAY 8, 2017

2017-27 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED MAY 8, 2017

2017-28 AUTHORIZATION TO APPROVE FOR PAYMENT THE NJEIT 2014 WATER SYSTEM IMPROVEMENTS PROJECT BILLS AS SET FORTH IN THE NJEIT 2014 WATER SYSTEM IMPROVEMENTS PROJECT BILLS LIST DATED MAY 8, 2017

2017-29 APPROVAL OF AND AUTHORIZATION TO EXECUTE A SHARED SERVICES AGREEMENT BETWEEN THE MANCHESTER UTILITIES AUTHORITY AND PASSAIC VALLEY WATER COMMISSION

Motion made by Van Sickle seconded by Flach to amend Resolution 2017-26 to add PSE&G invoices totaling \$9,258.75 and Cablevision invoice in the amount of \$224.42.

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

Motion made by Van Sickle seconded by Flach to pass the Resolutions by consent as amended.

YES: D'Ambrosio, Flach, 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

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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 NEGOTIATION

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

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: 8:31PM

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

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

TIME 8:42PM

Motion by Van Sickle seconded by Flach to reconvene the regular meeting

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

TIME 8:43PM

• MEETING ADJOURNED

Motion by Van Sickle seconded by Flach to adjourn meeting

YES: D'Ambrosio, Flach, Van Sickle

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad
Recording Secretary

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