

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:30PM

• 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 ON FEBRUARY 25, 2011 AND THE HAWTHORNE PRESS ON MARCH 1, 2011. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 25, 2011 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, Van Sickle, Zofrea

Absent: Malgosh

Other notable attendees: Casey Cordes, Justin Mahon

• REVIEW OF MINUTES:

Motion made by Van Sickle seconded by Zofrea to approve Minutes and Executive Session for March 21, 2011 and April 11, 2011.

YES: D'Ambrosio (March 21, 2011), Chowdhury, Van Sickle, Zofrea

ABSTAIN: D'Ambrosio (April 11, 2010)

NO: -0

• REPORTS AND DISCUSSION

CHAIRMAN

Spoke on the following.

Thanks Mr. Van Sickle for running the April 11, 2011 MUA meeting in his absence.

Sends condolences to Thomas Maselli's family. Tom served on the Haledon Planning Board.

USDA grant money in the amount of \$450,000 is still pending, but will hopefully be received over the next several months.

05/09/11

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

MUA to release Management Representation Letter in order for the Auditor to complete the 2010 Audit.

The current banks will start charging service fees, the MUA will look into new providers since it is uncommon for banks to charge such fees to municipal entities.

MUA Assistant Secretary attended and gathered material form the Renewal Energy Program.

Leak detection work has not started but the first meeting shall be held soon. This work will be done at night and all personnel will be required to wear appropriate identification throughout the project.

NJEIT Funding second offer this fall-75% interest free/25% low interest. There is no debt forgiveness potion but it is still a very favorable financing option.

Need to be mindful of the fact that MUA debt service will increase next year and need to plan accordingly.

MUA is working on its website to include more information on fees, Minutes, & Agendas.

MUA is looking into offering discount to Senior Citizens who qualify for certain real estate discounts (similar to Hawthorne Water Department's program).

2011 Connection fee policy needs to be examined.

TREASURER

No report at this time.

SUPERINTENDENT

Angelo Passafaro did not attend meeting; Chairman D'Ambrosio read report and is on file.

Motion made by Van Sickle seconded by Zofrea to accept and file Superintendent's Report.

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

ABSTAIN:

NO: -0-

ENGINEER

Justin Mahon submitted report and is on file. Specifically authorization was granted to obtain a copy of the Borough's Tax Maps. Also, a meeting was scheduled to discuss the future Capital Improvement Plans with the professionals and Commissioners D'Ambrosio and Zofrea.

ATTORNEY

Casey Cordes submitted report and is on file.

AUDITOR

Chuck Ferraioli stated that the 2010 Audit is almost finalized and it was a good year for the MUA. Overall, the Auditor stated that the MUA is in good financial condition with the recent implementation of a current Intralocal Service Agreement with the Borough, obtaining a per diem booker to reconcile accounts and generating monies through aggressive collections on overdue accounts.

05/09/11

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

• **CORRESPONDENCE**

1. Request use of Hydrant Water/8 Hoxsey Place- to forward to Engineer
2. Passaic County Planning Board site approval/485 Haledon Avenue, Haledon
3. Management Representation Letter/December 31, 2010 Report of Audit

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

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

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

ABSTAIN:

NO: -0

• **COMMITTEE REPORTS AND DISCUSSION**

RULES AND REGULATION COMMITTEE- Report is held until next meeting.

LITIGATION COMMITTEE- If necessary, an update will be provided in Executive Session.

TIME 8:02PM

• **OLD BUSINESS**

1. Insurance Claim submitted/340 Central Avenue, Haledon/ Haledon- Re-Sent to MUA Insurance Carrier
2. OPRA Request/141 Avenue C, Haledon MUA- Responded to but no input from the Requester.
3. Water Line Easement/21 Morningside Avenue-Prepared in 1996 and trying to determine whether or not it has already been filed.

• **NEW BUSINESS**

1. Water System Connection Application/438 Haledon Avenue, Haledon- Referred to Justin Mahon
2. 57 Hillside Drive, North Haledon/Notice of Tort Claim- Referred to MUA Insurance Carrier

• **PUBLIC COMMENT**

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

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

ABSTAIN:

NO: -0-

Mary Mayer, 635 Belmont Avenue, Haledon NJ

05/09/11

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

Mrs. Mayer questions if the Borough of Haledon will give the Tilt Street Spring to the MUA. If that is true, will there be an attempt to supply water to residents?

Mrs. Mayer received a letter from an Insurance Co. that offers to cover water pipes. She would like to know if the MUA is aware or has anything to do with this.

Mrs. Mayer would like to know why the Public Schools are being offered free water.

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

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

ABSTAIN:

NO: -0

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES

It was explained that Tilt Spring is the Borough of Haledon's property, not the MUA's. The MUA is not aware of and has no connection with any insurance offered to the public concerning coverage for pipes. The MUA does not supply any public building with free water.

RESOLUTIONS TO BE PASSED BY CONSENT

**2011-28 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER OPERATING
BILLS LIST DATED MAY 9, 2011**

**2011-29 AUTHORIZATION TO APPROVE FOR PAYMENT THE USDA 2-2
BILLS AS SET FORTH IN THE USDA 2-2 BILLS LIST DATED
MAY 9, 2011**

**2011-30 AUTHORIZATION TO APPROVE FOR PAYMENT THE NJEIT 2008
WATER MAIN IMPROVEMENTS PROJECT BILLS AS SET FORTH
IN THE NJEIT 2008 WATER MAIN IMPROVEMENTS PROJECT BILLS
LIST DATED MAY 9, 2011**

Motion made by Zofrea seconded by Chowdhury to pass the Resolutions by Consent.

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

ABSTAIN:

NO: -0-

05/09/11

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

**• 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. PERSONNEL
- B. LEGAL

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 8:16PM

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

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

ABSTAIN:

NO: -0-

TIME: 8:38PM

Motion made by Van Sickle seconded by Zofrea to reconvene the regular meeting

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

ABSTAIN:

NO: -0-

05/09/11

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 9, 2011
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

Motion made by Van Sickle seconded by Zofrea to post and advertise for a part time Licensed Operator position with certain qualifications in the event that the MUA has an opening for this position in the near future.

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

ABSTAIN:

NO: -0-

TIME: 8:40PM

• MEETING ADJOURNED

Motion made by Van Sickle seconded by Zofrea to adjourn meeting.

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

ABSTAIN:

NO: -0-

Respectfully Submitted,

Denise Wahad
Recording Secretary

05/09/11