

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING AUGUST 13, 2012
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:32PM

• 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 FEBRUARY 24, 2012. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 24, 2012 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'Ambroiso, Malgosh, Van Sickle, Zofrea

Absent: Chowdhury, Jones

Other notable attendees: Casey Anne Cordes, Esq.
Gerry Spiesbach, MP/ARCADIS
Justin Mahon, MP/ARCADIS
Chuck Ferraioli, CPA

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

There was a significant water main break and there was significant difficulty and delay in finding it because it was located near a storm drain. Boil Water Notices were issued.

He thanked the MUA staff along with the Offices of Emergency Management of Haledon and North Haledon for their assistance during the main break.

He also thanked the residents who were affected for their patience during this emergency.

He will be meeting with representatives of the Borough of Haledon to discuss Standard Operating Procedures and to improve future emergency communication with residents.

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Maps of the system's hydrants is complete; however, still under review. It is a good start but not complete. It is hoped that the final list will be don in the next flushing cycle and will list correct way to operate the hydrant.

The MUA is looking to purchase at least one vehicle; however, this purchase is on holding pending the new state contracts.

The purchase of the valve turner is on hold and it was suggested that this money be used in another area.

The requested insurance quote from the JIF is in process.

The Emergency and Repair Service Agreement has been finalized with J. Fletcher Creamer.

The LFB has approved the temporary funding for the upcoming project at its August 8th meeting. Commissioner Bernard Jones had contacted MUA verbally in reference to resigning from Board; however, he has still not submitted his written resignation. The Chairman thanks him for his service; however, due to the length of his many absences, he will send a letter to Mayor and Council to make a request that they appoint a new Commissioner for a full board.

North Haledon's OEM notified the MUA of a service named NIXLE- a free mass communication notification of any emergency.

The NJEIT issued a letter concerning funding that will be addressed by counsel since it involves pending litigation.

ENGINEER

Justin Mahon submitted report and is on file.

The recommendation is that the Central Avenue project be done prior to the North Haledon paving project in that area with the remaining USDA funds and by the Service Agreement with J. Fletcher Creamer. The Licensed Operator will coordinate obtaining the estimate for the next meeting.

The Engineering Agreement for the upcoming project was submitted for review.

The MUA's response to the NJDEP inspection items must be prepared and sent as soon as possible.

ATTORNEY

Casey Anne Cordes submitted report and is on file.

AUDITOR

Chuck Fierraioli spoke on the following:

As Chairman stated, the LFB approved the temporary funding on its August 8th Consent Agenda. Revenues are up by \$20,000.00 from this time last year.

Resolution to approve Audit was submitted for review and approval with no comments.

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LICENSED OPERATOR

Angelo Passafaro submitted report and is on file.

• **CORRESPONDENCE**

1. USDA Form RD 442-2-Signature needed
2. USDA/Annual Loan Servicing Requirements
3. USDA/MP Partial Payment Request No. 32
4. USDA Approval -Outlay Report #32
5. Borough of North Haledon Emergency Communication Request
6. NJDEP/NJEIT Final Fund Loan Decrease
7. NJDEP/Submission of OEO & Contractor's Procurement Activity
8. Borough of North Haledon 2011/2012 Road Improvement Program
9. NJDCA/Local Finance Board Agenda 08/08/12
10. MP Correspondence/MUA Improvements
11. MP Correspondence/Water Leak Detection & System Mapping Assessment
12. Zoning Board Application/16 Linda Vista Ave., North Haledon
13. Planning Board Application/23 Briarwood Way, North Haledon
14. 8 Hoxsey Place, Haledon/Correspondence

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, Malgosh, Van Sickle, Zofrea

ABSTAIN:

NO: -0

• **COMMITTEE REPORTS AND DISCUSSION**

RULES AND REGULATION COMMITTEE- No report for this meeting.

• **OLD BUSINESS**

1. 975 Belmont Ave., Haledon/Water Connection Application-Discussed below.
2. 350 Belmont Ave., Haledon/Water Connection Application-Held due to outstanding information that is needed.

• **NEW BUSINESS**

1. OEM-Discussion on NIXLE held-Option for the MUA to consider.
2. NJEIT Auditor Proposal submitted for review.

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3. NJEIT 2011 Improvement Construction Engineering Services submitted for review.
4. 1245 Belmont Avenue, NH/Request for reimbursement-Notice of Tort Claim to be sent.

TIME 8:10PM

• PUBLIC COMMENT

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

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

ABSTAIN:

NO: -0-

Betty Sybesma
North Jersey Trailer & Truck Service
953 Belmont Ave., North Haledon

Ms. Sybesma sent a letter to the MUA requesting Water Connection Application be put in tenant's name.

She would like to know what the procedures are to move forward with application.

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

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

ABSTAIN:

NO: -0

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES

Chairman D'Ambrosio states that, based upon its regulations, the application must remain in the owner's name and he (along with the Engineer) provided the property owner with information on how to proceed.

Motion made by Van Sickle seconded by Malgosh to amend Resolutions from the original Agenda as stated by Attorney.

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

ABSTAIN:

NO: -0-

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RESOLUTIONS AS AMENDED TO BE PASSED BY CONSENT

- 2012-37 AUTHORIZATION TO APPROVE FOR PAYMENT THE ESCROW
BILLS AS SET FORTH IN THE ESCROW BILLS LIST DATED AUGUST
13, 2012**
- 2012-38 ANNUAL AUDIT**
- 2012-39 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER OPERATING
BILLS LIST DATED AUGUST 13, 2012**
- 2012-40 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 AUGUST 13, 2012**
- 2012-41 AUTHORIZATION TO APPROVE FOR PAYMENT THE USDA 2-2
BILLS AS SET FORTH IN THE USDA 2-2 BILLS LIST DATED AUGUST
13, 2012**
- 2012-42 AUTHORIZATION TO APPROVE MALCOLM PIRNIE PROFESSIONAL
CONTRACT**
- 2012-43 AUTHORIZATION TO APPROVE AUDITOR PROPOSAL**

Motion made by Van Sickle seconded by Zofrea to pass Resolution by Consent.

YES: D’Ambrosio, Malgosh, Van Sickle, Zofrea

ABSTAIN:

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. LEGAL – APS v. MUA, et al.

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: 8:26PM

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

YES: D’Ambrosio, Malgosh, Van Sickle, Zofrea

ABSTAIN:

TIME: 8:54PM

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

YES: D’Ambrosio, Malgosh, Van Sickle, Zofrea

ABSTAIN:

NO: -0-

• MEETING ADJOURNED

TIME: 8:55

Motion made Van Sickle seconded by Zofrea to adjourn meeting.

YES: D’Ambrosio, Malgosh, Van Sickle, Zofrea

ABSTAIN:

NO: -0-

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Respectfully Submitted,

Denise Wahad
Recording Secretary

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