

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING SEPTEMBER 11, 2017
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:32 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, Chowdhury, Flach, Moczo, Van Sickle (arrived at 7:40 p.m.)

Absent: Zofrea

Other notable attendees: Casey Cordes, Attorney
Justin Mahon, Engineer
Robert De Block, Licensed Operator
Chuck Ferraioli, Auditor

• REVIEW OF MINUTES:

Motion by Chowdhury seconded by Moczo to approve Minutes for July 10, 2017 and the Minutes and Executive Session for August 14, 2017.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: Flach (due to absence at August meeting)

NO: -0-

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• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

The Chairman asked for a moment of silence to commemorate the 9/11 and hurricane victims.

He advised that the hydrant flushing began today. The flushing is an important part of the Authority's maintenance program. Some customers may experience brown water but the water is within acceptable drinking standards.

The Authority's website update is in progress.

Discussion was held concerning the water application filed by the Haledon Board of Education.

ENGINEER

Justin Mahon submitted report, which is on file and addressed any questions.

Discussion was held on the site inspection at 220 Pompton Road. The source of the low pressure has not been found; however, he is awaiting the results of the hydrant testing for potential answers.

The Water Quality Accountability Act passed in July. The Act places additional requirements upon utilities, specifically on valve maintenance.

He is updating the Water Meter Replacement Pilot Program to include the inspection of all schools serviced by the Authority.

The Meter Pit Inspections are in progress.

A site visit was conducted at the Gatherings Development; however, additional testing is needed and advanced notice will be required for the testing to take place.

The 960 Belmont project received its water main extension permit from the NJ DEP. Construction is moving forward at the project.

He is working on the updates for the Capital Improvement Plan that were discussed at last month's meeting.

Several estimates were received regarding the Authority's sale of its scrap meters. The United Scrap Iron estimate will yield the most money for the Authority so that is the one recommended for acceptance.

Motion made by Flach seconded by Chowdhury to scrap meters to United Industries.

YES: D'Ambrosio, Chowdhury, Flach, Van Sickle, Moczko

ABSTAIN: -0-

NO: -0-

ATTORNEY

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

Pilot Program Update discussed further.

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AUDITOR

Chuck Ferraioli spoke on the following:

There is currently a revenue shortfall of \$200,000.00 which will likely mean that there will be a budgetary shortfall at the end of the year of \$100,000.00. He is not concerned about the 2018 Budget; however, there may be an impact on the 2019 Budget.

Discussion was held concerning how to generate less fluctuating revenues (for examples, a fixed capital service fee or a fixed/variable fee). This was an initial discussion; however, the issue should be considered well in advance of introducing a fee like this into the rate schedule.

LICENSED OPERATOR

Robert De Block submitted report, which is on file.

Discussion was held on various maintenance items.

Discussion was held concerning the new cellular based alarm systems at the pumps, including but not limited to call and email contact lists.

The NJ DEP approved the Authority's Water Quality Sampling Plan and the Lead and Copper Plan.

• CORRESPONDENCE

1. USDA Form RD 442-2
2. Water main Extension Permit/960 Belmont Ave.

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

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

YES: D'Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

1. RULES AND REGULATION COMMITTEE- Commissioner Flach advised that the new Standard Operating Procedure will be that the DPW staff will either oversee or install all meter connections in order to avoid any future gaps. No meters will be given or dropped off to contractors under any circumstances. The Committee will look into making revisions to the existing Water Connection Application. She also discussed implementation aspects of the Water Meter Replacement Pilot Program.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- No update since waiting for a response from the Borough of Haledon.

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• OLD BUSINESS

1. Water Connection Application/555 Preakness Ave., Totowa – Under review
2. Water Connection Application/920 Belmont Ave., NH-181 Units – Under review
3. Water Connection Application/960 Belmont Ave., NH-34 Townhomes – Update provided under Engineer Report.

• NEW BUSINESS

1. Water Connection Application/120 Barbour Street, Haledon-Discussion held.

Motion made by Flach seconded by Van Sickle to approve Water Connection Application for 120 Barbour Street, Haledon.

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

• PUBLIC COMMENT

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

No Public present.

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

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RESOLUTIONS TO BE PASSED BY CONSENT

- 2017-41 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED SEPTEMBER 11, 2017**
- 2017-42 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED SEPTEMBER 11, 2017**
- 2017-43 AUTHORIZATION TO APPROVE FOR PAYMENT THE NJEIT 2014 WATER SYSTEM IMPROVEMENTS PROJECT BILLS AS SET FORTH IN THE NJEIT 2014 WATER MAIN IMPROVEMENTS PROJECT BILLS LIST DATED SEPTEMBER 11, 2017**

Motion made by Van Sickle seconded by Chowdhury to pass the Resolutions by consent.
YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo
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. PERSONNEL- Staffing Concerns
- B. CONTRACT NEGOTIATION – Staffing and Meter Installation and Billing Concerns

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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: 8:37PM

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

TIME 9:20 PM

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

TIME 9:21PM

• MEETING ADJOURNED

Motion by Chowdhury seconded by Van Sickle to adjourn meeting

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad
Recording Secretary

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