

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING NOVEMBER 18, 2013
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:31PM

• 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 13, 2013. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 13, 2013 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, Zofrea

Absent: None

Other notable attendees: Adam Boyle, Attorney
Justin Mahon, Engineer
Chuck Ferraioli, Auditor

REVIEW OF MINUTES:

Motion by Van Sickle seconded by Zofrea to approve the Minutes and Executive Session Minutes for October 21, 2013.

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

ABSTAIN: -0-

NO: -0-

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• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

Water Clerk is in need of two computers. The staff will obtain cost estimates for this equipment. Implementation of on line credit card payments would cost approximately \$1,200 a year. The \$10 charge would be absorbed by the ratepayer, who chooses to utilize the system. This capability would be for the ratepayers' convenience.

Based upon the amount of delinquent accounts that the MUA currently has, it is in the best interest of the MUA to have a Water Lien Sale to collect past due amounts.

Two easements have been obtained for the 2011 WSI Project.

Two quotes have been provided for a hand operated valve turner for approximately \$3,000 versus the larger item costing approximately \$60,000.

The Insurance Company responded in reference to damages done to the fire hydrant on West Broadway and requested that the MUA waive the administrative fee on invoice.

Motion made by Van Sickle seconded by Malgosh to approve implementing the MUA's use of on-line credit card payments for its ratepayers.

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

ABSTAIN: -0-

NO: -0-

ENGINEER

Justin Mahon submitted report, which is on file.

2011 WSI- REIVAX project is completed and came in below the original contract amount. Malcolm Pirnie will prepare a final Close Out Change Order that modifies Contract Bid Items and results in a decrease from the original bid contract price of \$461,790.00 to \$366,003.68 for a net savings of \$95,786.32 to the MUA for consideration at the next meeting.

A Change Order to be submitted for Central Ave. project to implement some of the alternatively bid items.

To date, 2 John Street has not filed a Water Connection Application.

ATTORNEY

Adam Boyle submitted report, which is on file and addressed any questions raised by the Commissioners.

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AUDITOR

Chuck Ferraioli spoke on the following:

Collections of water revenues are approximately \$125,000.00 more than last year.

There will not be any Build America funds moving forward.

The USDA account has \$111,000 cash on hand.

Discussion was held on proposed Budget, Rate Increase and Connection Fee Increase.

Discussion was held on Note payment.

LICENSED OPERATOR

Angelo Passafaro submitted report, which is on file.

• **CORRESPONDENCE**

1. NJEIT Loan Disbursement Requisitions
2. Various 2011 Water System Improvement Correspondence
3. MP/ARCADIS-Replacement of Terrace venue Culvert

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, Malgosh, Van Sickle, Zofrea

ABSTAIN: -0-

NO: -0-

• **COMMITTEE REPORTS AND DISCUSSION**

RULES AND REGULATION COMMITTEE- No report for this meeting.

• **OLD BUSINESS**

1. 4 Ross Lane, North Haledon - Discussed in Executive Session
2. Filter Plant Project Easements - Discussed in Executive Session
3. Meter Replacement Inventory - Held for discussion at next meeting
4. 59 Post Road, Haledon-Service Replacement - Discussion held.

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• NEW BUSINESS

1. Edmunds & Associates 2014 Hardware & System Software Support Agreement -
Renewal Service Contract for review and discussion.

• PUBLIC COMMENT

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

YES: D’Ambrosio, Chowdhury, Malgosh, Van Sickle, Zorea

ABSTAIN: -0-

NO: -0-

No public present.

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

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

ABSTAIN: -0-

NO: -0

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES

None.

Motion by Van Sickle seconded by Chowdhury to amend: Resolution 2013-64 to read Introduction of the 2014 Budget and to add: Resolutions No. 2013-65 entitled Introduction of Manchester Utilities Authority 2014 Connection Fee and Resolution 2013-66 entitled Introduction of the 2014 Rate Increase.

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

ABSTAIN: -0-

NO: -0

RESOLUTIONS TO BE PASSED BY CONSENT

**2013-61 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER OPERATING
BILLS LIST DATED NOVEMBER 18, 2013**

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- 2013-62 AUTHORIZATION TO APPROVE FOR PAYMENT THE 2011 WATER SYSTEM IMPROVEMENT BILL AS SET FORTH IN THE 2011 WATER SYSTEM IMPROVEMENT BILLS LIST DATED NOVEMBER 18, 2013**
- 2013-63 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED NOVEMBER 18, 2013**
- 2013-64 INTRODUCTION OF THE 2014 BUDGET**
- 2013-65 INTRODUCTION OF MANCHESTER UTILITIES AUTHORITY 2014 CONNECTION FEE**
- 2013-66 INTRODUCTION OF THE 2014 RATE INCREASE**

Motion by Zofrea seconded by Van Sickle to pass Resolutions by Consent.
YES: D'Ambrosio, Chowdhury, Malgosh, Van Sickle, Zofrea
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 - Easement and Contract Negotiations.

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: 8:42M

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

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

ABSTAIN: -0-

NO: -0-

TIME: 9:14PM

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

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

ABSTAIN: -0-

NO: -0-

TIME: 9:15PM

• MEETING ADJOURNED

Motion made Van Sickle seconded by Zofrea to adjourn meeting.

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

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad
Recording Secretary

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