**TIME: 7:31 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 13, 2018. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 13, 2018 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

Other notable attendees: Casey Cordes, Attorney Justin Mahon, Engineer

 Robert Mc Ninch, Auditor

 James De Block, Licensed Operator

* **PUBLIC HEARING- THE SCHEDULE OF CURRENT RATES, SPECIFICALLY, RATE SCHEDULE IV, OF THE MANCHESTER UTILITIES**

 **AUTHORITY**

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

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

ABSTAIN: -0-

NO: -0-

No public present.

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

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

ABSTAIN: -0-

NO: -0-

• **REVIEW OF MINUTES:**

Motion by Flach seconded by Van Sickle to approve the Minutes for April 9, 2018.

YES: Flach, Van Sickle, Moczo

ABSTAIN: D’Ambrosio

NO: -0-

• **REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Flach to approve the Minutes for May 14, 2018.

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

ABSTAIN: -0-

NO: -0-

• **REPORTS AND DISCUSSION**

#### **CHAIRMAN**

Victor D’Ambrosio discussed the following:

His comments were brief since he deferred to the professionals on certain items.

He met with Board of Education concerning the irrigation bill. He will look into the account further and follow up with the Board.

He discussed the unmetered/unread billing policy.

960 Belmont Project update was discussed.

581 High Mountain Road update was discussed.

**ENGINEER**

Justin Mahon submitted report, which is on file and discussed the following items:

Further discussion held concerning the unmetered accounts policy. Once the policy is adopted, he will update the Camp Veritans representatives.

Discussion held concerning DEP Application Form for Initial Physical Connection Permits.

Motion made by Flach seconded by Van Sickle to approve the Licensed Operator to complete DEP Application Form for Initial Physical Connection Permit for 8 Hoxsey Place, Haledon.

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

ABSTAIN: -0-

 NO: -0-

Discussion was held regarding 581 High Mountain additional meter request. The Plumbing Official is requesting certain changes to the plumbing. He expects further development concerning this request this upcoming month.

960 Belmont Project irrigation application discussed. The developer is now seeking on site well. The developer has been advised that the DPW must oversee closure of the lines that the developer installed without notice to the MUA.

The Capital Improvement Plan was discussed. The Engineer will forward the Engineering Contract for review. The Engineer will provide the updated information for the temporary financing.

Discussion was held concerning unbilled hydrant accounts.

**ATTORNEY**

Casey Cordes submitted report, which is on file and discussed the following items:

Additional discussion concerning unmetered billing policy.

Update provided regarding 19 Paterson Avenue bankruptcy matter.

Update provided on Landlord/Tenant billing information application.

**AUDITOR**

Robert Mc Ninch discussed the following:

Reviewed Draft Audit Report. It was a clean report on all financials and systems. The filing deadline was extended to the end of June but July is alright.

The Fixed/Variable Fee Structure Report was discussed. The Commissioners discussed the positives and negatives of the approach.

**LICENSED OPERATOR**

James De Block submitted report, which is on file and discussed the following items:

The preparation of the CCR is nearing completion.

Lead and Copper sampling needs to be completed by September 30. Letters to the target sample locations have been drafted to 30 residents. A representative from the Licensed Operator’s office is coordinating with Authority Staff to contact residents in person.

* **CORRESPONDENCE**
	1. North Haledon Planning Board/987 Belmont Ave., North Haledon
	2. Wyckoff Board of Adjustment/Christian Health Care Center Correspondence
	3. Hawthorne Board of Adjustment/301 Sicomac Ave., Wyckoff

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

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

ABSTAIN: -0-

 NO: -0-

**• COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Commissioner Flach reported that the Committee continues to develop tactical solutions to achieve the goal of operational excellence. The next Committee Meeting is June 25, 2018.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- Draft has been circulated and is under review.

• **OLD BUSINESS**

1. Residential Water Service Charges – Discussed under Auditor Report
2. Water Connection Application-Irrigation System/960 Belmont Ave., NH – Discussed under Engineer Report
3. Water Connection Application/78 Barbour Street, Haledon – Engineer is awaiting additional information
4. 581 High Mountain Road, NH/Water Meter inquiry – Awaiting outcome of Plumbing Official’s recommendation of updates
5. Water Connection Application/555 Preakness Ave., Totowa – Engineer is awaiting additional information
6. Water Connection Application/920 Belmont Ave., NH-181 Units – Nothing new to report or discuss

• **NEW BUSINESS**

1. SOP for Unmetered Accounts – Discussed under Professional Reports
2. Water Connection Application/325 Hobart Ave., Haledon – Under review
3. NJDEP Application Form for Initial Physical Connection Permit-8 Hoxsey Place, Haledon – Discussed under Professional Reports
4. Passaic Sheriff’s Office/Traffic Control-Required Pre-Payment Escrow Account- Discussion held

• **PUBLIC COMMENT**

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

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

ABSTAIN: -0-

 NO: -0-

***John Block***

***337 Morrissee Ave.***

***Haledon, NJ 07508***

***Mr. Block is requesting the Board to consider a change in the quarterly service fee charged to water customers. The fee is more than his water usage. The quarterly fee is approximately $48***

***even if the water isn’t used. He is also hoping next year there isn’t a 2% increase on connection fee.***

***Mr. Block asked “how many employees are paid by Manchester Utilities Authority”?***

***He also suggests Hydrant Flushing be done during the day to save MUA on overtime.***

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

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

ABSTAIN: -0-

 NO: -0-

**MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES**

The Chairman thanked Former MUA Commissioner John Block for attending the meeting and for his prior service to the MUA. He explained that every year the Board the tough issue of rate increases. As Mr. Block is aware, the MUA purchases its water from PVWC. PVWC has implemented an annual rate increase on that water in the range of 4-5%. The MUA has tried to maintain its annual rate increase at 2% and absorb the additional cost imposed by PVWC. The MUA has also implemented other cost saving measures, such as, capital improvement projects and proactive collection policies.

Approximately two and one half Borough Employees are designated to perform operations for the MUA. The MUA pays the Borough on a monthly basis for their services.

The hydrant flushing is performed at night as a convenience to the public.

Motion made by Van Sickle seconded by Flach to add Resolution **2018-24** entitled “**REPEAL OF RESOLUTION NO. 2018-19 ENTITLED “APPROVAL OF THE IRRIGATION CONNECTION APPLICATION SUBMITTED FOR 960 BELMONT AVENUE, TAX BLOCK 30, LOTS 13.02, 14, 27, & 27.02 IN NORTH HALEDON, NJ”** to the list of Resolutions to be Passed by Consent.

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

ABSTAIN: -0-

 NO: -0

**RESOLUTIONS TO BE PASSED BY CONSENT**

**2018-20 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER**

 **OPERATING BILLS AS SET FORTH IN THE WATER OPERATING**

 **BILLS LIST DATED JUNE 11, 2018**

**2018-21 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED JUNE 11, 2018**

**2018-22 ADOPTION REVISIONS TO THE SCHEDULE OF CURRENT RATES, SPECIFICALLY, RATE SCHEDULE IV, OF THE MANCHESTER UTILITIES AUTHORITY**

**2018-23 ESTABLISHMENT STANDARD OPERATING PROCEDURE FOR USER ACCOUNTS FOUND TO BE UNMETERED OR TO HAVE NO READINGS**

**2018-24 REPEAL OF RESOLUTION NO. 2018-19 ENTITLED “APPROVAL OF THE IRRIGATION CONNECTION APPLICATION SUBMITTED FOR 960 BELMONT AVENUE, TAX BLOCK 30, LOTS 13.02, 14, 27, & 27.02 IN NORTH HALEDON, NJ**

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

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

ABSTAIN: -0-

 NO: -0-

**TIME 8:40 PM**

**• MEETING ADJOURNED**

Motion by Van Sickle seconded by Moczo to adjourn meeting

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

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad

Recording Secretary