

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING FEBRUARY 11, 2019
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 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, Chowdhury, Flach, Moczo, Van Sickle

Absent: None

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

ELECTION OF OFFICERS

*The attorney will manage this portion of the meeting.

Motion to nominate and elect Victor D’Ambrosio as Chairman of the Authority by Van Sickle seconded by Chowdhury

YES: Chowdhury, Flach, Chowdhury, Moczo

ABSTAIN: D’Ambrosio

NO: -0-

*At this time, the meeting will be administered by the new Chairman.

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Motion to nominate and elect Dewan Chowdhury as Vice-Chairman of the Authority by Van Sickle seconded by Moczo

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

ABSTAIN: -0-

NO: -0-

Motion to nominate and elect James Van Sickle as Treasurer and Certifying Finance Officer of the Authority by Moczo seconded by Chowdhury

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: Van Sickle

NO: -0-

Motion to nominate and elect Geraldine Flach as Secretary of the Authority by Van Sickle seconded by Moczo

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

ABSTAIN: -0-

NO: -0-

REORGANIZATION RESOLUTIONS

**2019-07 QUALIFICATION OF THE RESPONSES RECEIVED FOR ITS
REQUEST FOR QUALIFIED PROFESSIONALS AND APPOINTMENT
OF THE MANCHESTER UTILITIES AUTHORITY PROFESSIONALS
FOR THE 2019 TERM**

Motion by Van Sickle seconded by Flach to appoint Fronzuto Law Group as Attorney.

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

ABSTAIN: -0-

NO: -0-

Motion by Flach seconded by Moczo to appoint ARCADIS U.S., Inc. as Engineer.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Chowdhury to appoint Ferraioli, Wielkotz, Cerullo & Cuva, P.A. as Auditor.

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

ABSTAIN: -0-

NO: -0-

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Motion by Van Sickle seconded by Chowdhury to appoint Hawkins Delafield & Wood LLP as Bond Counsel.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Chowdhury to approve John Garcia Construction Co. as Emergency Service/Repair Contractor.

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

ABSTAIN: -0-

NO: -0-

Administrative Resolutions to be passed by consent

2019-08 ADOPTION OF THE OFFICIAL DEPOSITORIES OF MANCHESTER UTILITIES AUTHORITY FOR 2019

2019-09 DESIGNATING DENISE WAHAD AS THE ASSISTANT SECRETARY AND CUSTODIAN OF RECORDS FOR THE MANCHESTER UTILITIES AUTHORITY

2019-10 ADOPTION OF THE FORM OF RESOLUTION FOR USE WHEN AN EXECUTIVE SESSION OF THE MANCHESTER UTILITIES AUTHORITY IS NEEDED

2019-11 ADOPTION OF THE MEETING DATES OF THE MANCHESTER UTILITIES AUTHORITY

2019-12 ADOPTION OF THE OFFICIAL NEWSPAPERS FOR THE MANCHESTER UTILITIES AUTHORITY FOR 2019

2019-13 ADOPTION OF THE OFFICIAL SIGNATORIES OF THE MANCHESTER UTILITIES AUTHORITY

2019-14 AUTHORIZATION TO ADOPT A CASH MANAGEMENT PLAN

Motion by Van Sickle seconded by Chowdhury to pass the Resolutions 2019-08 through 2019-14 by Consent.

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

ABSTAIN: -0-

NO: -0-

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• REVIEW OF MINUTES:

Motion by Van Sickle seconded by Chowdhury to approve the Minutes and Executive Session Minutes for January 14, 2019.

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

ABSTAIN: -0-

NO: -0-

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio discussed the following:

Thanked the Commissioners for electing him as Chairman. Stated it was a pleasure to work with this group.

Water Billing Clerk job opening was discussed. The Borough has received approximately 20 resumes; however, none of them have experience in the water utility field. The Borough will be conducting interviews on Wednesday. He has asked for copies of the resumes; however, he has not received them to date. He thanked Denise Wahad and Joanne Van Hook for taking on additional matters and helping the Authority during this difficult time.

The Haledon Board of Education letter is still under his review.

Billing has been done and the staff is working with Badger Meter to address the pilot program.

Follow-up needs to be done concerning potential trade memberships.

ENGINEER

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

Hydrant data is under review. Preparing list of hydrants that must be exercised by October 18, 2019 to satisfy WQAA.

Evaluated results of the 2018 Fall flushing program to complement the Spring flushing program for purposes of the WQAA and the flushing required to effectively reduce trihalomethanes.

Provided draft hydrant capacity maps based on 2018 flushing results. Investigating answers to questions posed regarding the maps at the January 28 operations committee meeting.

Preparing updated tabulation of customers receiving hydrant service as a basis for revising hydrant billing.

Made recommendation to Legal Counsel regarding resolution for using average customer usage for meters of the same size when unable to use billing history to estimate bills for unread meters.

Discussion held regarding the possibility that alternative financing may need to be pursued for the 2014 Water Improvement Project.

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ATTORNEY

Casey Cordes submitted report, which is on file and discussed the following items:
The DRAFT Interlocal Service Agreement is still under review by the Borough. To date, no response has been received.
Update provided on bankruptcy matter.

AUDITOR

Robert McNinch discussed the following:
The Audit will be started in March.
Provided an update on status of IBank programs.

LICENSED OPERATOR

Robert De Block submitted report, which is on file and discussed the following items:
Neil Systems was mobilized to replace the RTU between Central Avenue and the old Filter Building to address telemetry issues.
The air permit is still being finalized since the old permit was still in the Borough of Haledon's name. Once the name change is completed, the permit form can be finalized.

• CORRESPONDENCE

1. ARCADIS Letter/Water Distribution System 2019 Emergency Services
2. Passaic County 2019 Roadway Resurfacing Program
3. American Water Works Associations correspondence
4. Totowa Notice of Hearing/1 Otilio Terrace and 1010 Forest Avenue, Totowa

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

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

ABSTAIN: -0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

1. OPERATIONS COMMITTEE- Commissioner Flach confirmed that much of the discussion centered around hydrants and other matters that had already been reviewed in the meeting.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- Update provided by the Attorney.

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• OLD BUSINESS

1. Residential Water Service Charges – On Hold
2. Water Connection Application/555 Preakness Ave., Totowa – Approved with conditions at the last meeting.
3. Water Connection Application/920 Belmont Ave., NH-181 Units – Applicant sent a request for service letter to the Engineer. Information needs to be updated on current service request.

• NEW BUSINESS

None

• 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

RESOLUTIONS TO BE PASSED BY CONSENT

2019-15 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED FEBRUARY 11, 2019

2019-16 AUTHORIZATION TO ADVERTISE THE 2019 REQUEST FOR QUALIFICATIONS FOR LICENSED OPERATOR

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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-

TIME 8:28PM

• MEETING ADJOURNED

Motion by Van Sickle seconded by Chowdhury 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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