

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 20, 2020
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

ZOOM MEETING

TIME: 7:34 PM

• MEETING CALLED TO ORDER – OPEN PUBLIC MEETING NOTICE READ

PLEASE TAKE NOTICE, the Manchester Utilities Authority will hold a public meeting on Wednesday, May 20, 2020 at 7:30 p.m. Formal action will be taken. The regularly scheduled meeting on May 11, 2020 was not conducted due to a lack of quorum. Due to the COVID-19 pandemic state of emergency declared by the Governor and the closure of municipal buildings to the public, notice for the Manchester Utilities Authority meeting scheduled for Wednesday, May 20, 2020 is being done electronically and the meeting shall be conducted electronically via Zoom Meeting. Public access and participation can take place by dialing into the meeting.

Notice was posted May 14, 2020.

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, Flach, Moczo

Absent: Chowdhury, Van Sickle

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D’Ambrosio discussed the following:

He deferred discussion on various matters to the professional reports.

ENGINEER

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

Discussion held concerning non-revenue water analysis. The numbers are alarming. PVWC meters appear to be running high; however, discussions are ongoing concerning master meters at all interconnections and actual meter read dates. The leak detection investigation is ongoing;

05/20/2020

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however, a brief update was provided. The pilot program data will be reviewed for the past three months to look for any significant numbers.

Discussion held regarding 794 High Mountain Avenue – recommending approval of domestic service as revised.

Discussion held regarding 416 Haledon Avenue.

ATTORNEY

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

The Operations Committee has continued to meet weekly to address the operational impact of the COVID-19 emergency.

The newly hired billing clerk has given notice. Her last day is June 5. Inquiry has been made to the Borough as to next steps to hire a billing clerk.

AUDITOR

Robert McNinch discussed the following:

The collections have been consistent so far; however, the cash balance is low due to the high amount of non-revenue water.

The Audit is complete; however, it cannot be finalized until the state's pension numbers are received.

Other avenue of financing, if needed, have been investigated. The costs of this financing will likely outweigh the benefits. The best courses will be to either defer payments or request a loan from the Borough.

The next benchmark will be July/August to evaluate finances.

LICENSED OPERATOR

Robert De Block discussed the following items:

Addressed hydrant flushing issues that arose during this flushing cycle.

Finalizing CCR.

The Emergency Response Plan is being revised to include additional measures (ie., pandemic measures).

• REVIEW OF MINUTES:

Motion by Moczo seconded by Flach to approve the Minutes and Executive Minutes for March 9, 2020 and Minutes for April 13, 2020.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN:

NO: -0-

05/20/2020

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• **CORRESPONDENCE**

1. NJDEP/FY2020 Annual Fee Report and Assessment of Fees NJPDES Notice
2. NJDFP 2020 Water Supply Proficiency Test Study

• **NEW BUSINESS**

1. Matters Related to Pandemic Emergency Declaration & Continuing of Operations
2. Water Connection Application/794 High Mountain Road, NH/upgrade service

• **PUBLIC COMMENT**

Motion made by Moczo seconded by Flach to open public hearing.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

No Public Present.

Motion made by Flach seconded by Moczo to close public hearing.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

**2020-21 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER
OPERATING BILLS LIST DATED MAY 20, 2020**

**2020-22 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER
UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED MAY
20, 2020**

05/20/2020

**MANCHESTER UTILITIES AUTHORITY
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Motion made by Moczo seconded by Flach to pass the Resolutions by Consent as amended.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

• MEETING ADJOURNED

Motion by Moczo seconded by Flach to adjourn meeting.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

TIME: 8:22PM

Respectfully Submitted,
Denise Wahad, Recording Secretary

05/20/2020