

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING NOVEMBER 9, 2020
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

ZOOM MEETING

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 11, 2020. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 11, 2020 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.

THE NOTICE OF A CHANGE IN THE LOCATION OF THE MEETING TO ELECTRONIC MEANS DUE TO THE CLOSURE OF THE HALEDON MUNICIPAL COMPLEX BECAUSE OF THE PANDEMIC EMERGENCY WAS POSTED ELECTRONICALLY ON NOVEMBER 6, 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, Chowdhury, Flach, Moczo arrived 7:35pm

Absent: Van Sickle

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

A frustration to all involved in the MUA is the increasing issue of non-revenue water. All professionals and staff have been advised that expenditures are being limited to those that are essential to run the system and required by all relevant regulations. He spoke with the Engineer to review what items those services that fit in those categories.

The Auditor prepared a draft of the 2021 Budget which will be reviewed in his report.

11/09/20

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING NOVEMBER 9, 2020
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

ENGINEER

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

Second Quarter report on disinfectant byproducts has been postponed.

Water main stop work order issued for 920 Belmont project remains effect pending receipt of acceptable submittals. Reports from the Engineer confirming installation work have been received and are in the process of being reviewed. Awaiting new construction schedule.

Justin Mahon announced his impending retirement. All parties thanked him for his service to the MUA and wished him all the best.

Non-revenue water activities included: valve closure requests sent to PVWC; Phase1 Leak Detection work proceeding; weekly progress reports are being sent to the Chairman; recommended removal of leaking hydrant at intersection of Dawn and Louise in North Haledon.

ATTORNEY

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

Arcardis contract and proposal were reviewed for the professional services for the Heights Tank Improvement Project. Discussion held concerning approving measure now or waiting. Decision made to hold off on approval at this time.

Public Notice requirements have been changed under new regulations to provide for and govern electronic public meetings. Discussion held concerning the regulations. Decision made to convert all meetings until February to electronic. All notices will be prepared to comply with the state regulations.

Discussion held on not charging interest for delinquent balances during the pandemic. Follow up needs to be with the Billing Clerk to confirm that interest is not being charged.

AUDITOR

Robert McNinch discussed the following:

Draft 2021 Budget reviewed with different rate projections. Based upon the anticipated PVWC rate increase as well as emergency costs and non-revenue water losses, the rate must be increased in order to have a balanced 2021 Budget. Notices for a hearing at the next meeting will be advertised and posted in accordance with state law requirements.

LICENSED OPERATOR

Robert De Block discussed the following items:

Neil Systems has completed its work so that the Verizon lease line accounts can be shut down.

The hydrant flushing should be done in the next two nights.

The compressor at Reservoir Drive needs to be replaced.

• REVIEW OF MINUTES:

Motion made by Moczo seconded by Chowdhury to approve Minutes and Executive Minutes for October 19, 2020.

11/09/20

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING NOVEMBER 9, 2020
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

- **CORRESPONDENCE**

1. North Haledon Zoning Board/88 Edson Place, NH
2. DEP/Notice of open Public Comment Period-Clean Water

Motion made by Moczo seconded by Chowdhury to Accept and File Correspondence.

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

ABSTAIN: -0-

NO: -0-

- **COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Meetings have been limited to non-revenue water efforts as well as regulatory requirement work. Next meeting is scheduled for December 3, 2020 at 10:00 a.m.
2. INTRALOCAL SERVICE AGREEMENT COMMITTEE – The Agreement is with the Borough for review and approval.

- **OLD BUSINESS**

1. ARCADIS/Professional Engineering Services Heights Tank Improvements- Discussion held under Attorney Report.

- **NEW BUSINESS**

1. Vacuum Price Quotes-This expenditure is on hold.

TIME 8:49PM

- **PUBLIC COMMENT**

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

No Member of the Public Appeared.

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

11/09/20

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING NOVEMBER 9, 2020
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

- 2020-38 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED NOVEMBER 9, 2020**
- 2020-39 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED NOVEMBER 9, 2020**
- 2020-40 APPROVAL OF ANNUAL STIPEND INCREASE AND REVIEW FOR RECORDS CUSTODIAN AND ASSISTANT SECRETARY, DENISE WAHAD**
- 2020-41 APPROVAL OF ARCADIS PROFESSIONAL ENGINEERING SERVICES IN ACCORDANCE WITH ITS PROPOSAL FOR ENGINEERING SERVICES RELATED TO THE HEIGHTS TANK IMPROVEMENTS PROJECT**

Motion made by Chowdhury seconded by Moczo to remove Resolution 2020-41 entitled “**APPROVAL OF ARCADIS PROFESSIONAL ENGINEERING SERVICES IN ACCORDANCE WITH ITS PROPOSAL FOR ENGINEERING SERVICES RELATED TO THE HEIGHTS TANK IMPROVEMENTS PROJECT**”

YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

Motion made by Moczo seconded by Chowdhury to pass the Resolutions by Consent as Amended.

YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

TIME: 8:52PM

•MEETING ADJOURNED

Motion by Moczo seconded by Chowdhury to adjourn meeting.

YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

Respectfully Submitted,
Denise Wahad, Recording Secretary

11/09/20