

**MANCHESTER UTILITIES AUTHORITY  
MONTHLY MEETING JUNE 11, 2012  
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ  
7:30 P.M.**

**TIME: 7:30PM**

**• 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 24, 2012. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 24, 2012 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

Absent: Jones, Zofrea

Other notable attendees: Casey Anne Cordes, Esq.  
Chuck Ferraioli, CPA  
Justin Mahon, P.E., Malcolm Pirnie/ARCADIS  
Gerry Spiesbach, P.E., Malcolm Pirnie/ARCADIS

**• REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Malgosh to approve the Minutes and Executive Session Minutes for May 7, 2012.

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

ABSTAIN:

NO: -0-

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**• REPORTS AND DISCUSSION**

**CHAIRMAN**

Victor D’Ambrosio spoke on the following:

He advised that the CCR were sent out. Notably, the MUA is in compliance with state regulations along with Passaic Valley Water Commission.

He added a New Business item to Agenda-Price quote on a new truck. This is due to the MUA’s truck being involved in a motor vehicle accident. He will follow-up with the staff in order to obtain their preference on a new vehicle.

He advised that last week there was a tour of the MUA’s filter plant. He walked the property with the professionals in order to discuss improvements and the upcoming capital improvement project. A survey has been completed for the property for the MUA’s records.

He received the Audit Report from Auditor today. The Auditor was present to review his findings.

Temporary financing is in process through the MUA’s bond counsel who advised that it should be in place in September or October 2012 so that the outstanding engineering services balance can be paid.

He has received the recommendation of the MUA’s Engineer and General Counsel to award the Emergency Service & Repair Contract to J Fletcher Creamer, which is for review tonight.

Hydrant testing records are in the process of being updated. He hopes to meet and discuss the results with Angelo Passafaro in order to finalize the report.

**ENGINEER**

Justin Mahon submitted report and is on file.

The Second phase of the Leak Detection project was completed and minimal leaks were found. He intends to look at billings, hydrants, meters, etc. in order to complete his review.

**ATTORNEY**

Casey Anne Cordes submitted report and is on file.

Emergency Service & Repair Contract Bid- A total of Four (4) Bids were received and opened in accordance with the law. The MUA received the written recommendations of its Engineer and General Counsel. Both professionals recommend awarding the bid to J. Fletcher Creamer.

**AUDITOR**

Chuck Fierraioli spoke on the following:

MUA Billings as of May 2012 are up \$16,000.00 from last year at this time.

Audit Report was handed out to the MUA Commissioners at the meeting. Notably, there were no comments, which is the first time in the history of the MUA. The Auditor was pleased.

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The MUA's Debt service will increase by \$150,000.00 and the Auditor would like to pay off the temporary Note in the amount of \$500,000.00 next year so long term finance needs must be addressed.

There is a 2012 Budget Line Item in the amount of \$65,000 for Capital improvements, which could be used to buy the new MUA truck that is needed.

**LICENSED OPERATOR**

Angelo Passafaro submitted report and is on file.

• **CORRESPONDENCE**

1. MP/ARCADIS USDA Partial Payment Request No. 31
2. USDA Outlay Report #31 Approval
3. NJDEP/NJEIT Payment Requisition #23 & #24 Approval
4. USEPA/PWS Registration for 3<sup>rd</sup> Cycle of the Unregulated Contaminant Monitoring Rule
5. Attorney Letter/Reservoir Easement request
6. NJDEP/Physical Connection Permit No. 1201-WPC120001
7. Napoli Bern Ripka Shkolnik LLP Correspondence
8. Zoning Board/93 Stanley Court, North Haledon

The listed Correspondence were reviewed and accepted by the MUA Board.

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

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

ABSTAIN:

NO: -0

• **COMMITTEE REPORTS AND DISCUSSION**

**RULES AND REGULATION COMMITTEE-** No report at this time; however, once the new project design plans are completed it is hoped this will get on track for completion this year.

**LITIGATION COMMITTEE-** Discussed in Executive Session

• **OLD BUSINESS**

1. Water System Connection Application/955 Belmont Ave., NH-HOLD awaiting info.
2. 447 Belmont Ave./Water Connection Application & Request for temp. water service
3. Water Connection Application/Acquakanonk Village II-HOLD awaiting info.

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**• NEW BUSINESS**

1. Award of Maintenance Construction and Emergency Repairs Contract-J. Fletcher Creamer
2. New Truck Quote-Tabled for consideration at July meeting

**• PUBLIC COMMENT**

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

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

ABSTAIN:

NO: -0-

**No public present.**

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

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

ABSTAIN:

NO: -0

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

**None.**

**RESOLUTIONS TO BE PASSED BY CONSENT**

**2012-29      AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED JUNE 11, 2012**

**2012-30      AUTHORIZATION TO APPROVE FOR PAYMENT THE USDA 2-2 BILLS AS SET FORTH IN THE USDA 2-2 BILLS LIST DATED JUNE 11, 2012**

**2012-31      AUTHORIZATION TO APPROVE FOR PAYMENT THE NJEIT 2008 WATER MAIN IMPROVEMENTS PROJECT BILLS AS SET FORTH IN THE NJEIT 2008 WATER MAIN IMPROVEMENTS PROJECT BILLS LIST DATED JUNE 11, 2012**

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**2012-32            AUTHORIZATION TO AWARD WATER DISTRIBUTION SYSTEM  
MAINTENANCE CONSTRUCTION AND EMERGENCY REPAIRS  
CONTRACT-J FLETCHER CREAMER**

Motion made by Van Sickle seconded by Chowdhury to pass Resolution by Consent.

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

ABSTAIN:

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. LEGAL

B. 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

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: 7:56PM**

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

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

ABSTAIN:

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**TIME: 8:44PM**

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

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

ABSTAIN:

NO: -0-

**• MEETING ADJOURNED**

**TIME: 8:45PM**

Motion made Van Sickle seconded by Chowdhury to adjourn meeting.

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

ABSTAIN:

NO: -0-

Respectfully Submitted,

Denise Wahad  
Recording Secretary

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