

**MANCHESTER UTILITIES AUTHORITY  
MONTHLY MEETING JULY 8, 2013  
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ  
7:30 P.M.**

**TIME: 7:33PM**

**• 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 13, 2013. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 13, 2013 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: Zofrea

Other notable attendees:      Casey Cordes, Attorney  
   Justin Mahon, Engineer  
   Gerry Spiesbach, Engineer  
   Angelo Passafaro, LO  
   Chuck Ferraioli, Auditor

**REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Malgosh to approve the Minutes and Executive Session Minutes for June 10, 2013.

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

ABSTAIN: -0-

NO: -0-

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**• REPORTS AND DISCUSSION**

**CHAIRMAN**

Victor D'Ambrosio spoke on the following:

The MUA's new vehicle, a Ford F150 has arrived. He thanks Commissioner Van Sickle, Angelo Passafaro, Denise Wahad and the staff for their efforts in obtaining the much needed vehicle.

There is an agreement in principle concerning the MUA's pump station. The terms will hopefully finalized over the next month.

The MUA sent a follow-up letter to Franklin Lakes regarding the potential placement of a cell tower on the MUA's easement property.

The MUA sent follow-up letters to property owners with leaks on their property. These repairs are very important and must be addressed.

The MUA continues to research implementing the availability of on line bill payments for ratepayers. All fees implemented by the credit card companies and banks would have to be paid by the users.

There was a reduction in the scope of work on the MUA's current project due to difficulties in obtaining easements. Since the pipe for this work was already ordered, the MUA will need to take ownership of the pipe and store it. The Borough of North Haledon has kindly offered to store the supplies for the MUA until it can be used for other projects.

The North Haledon Fire Chief has offered to paint the fire hydrants in that borough for free so long as the MUA provides the supplies. The MUA will follow-up with the Chief to complete this project.

The MUA's financial statements are done; however, the Auditor will comment on the statements.

**ENGINEER**

Justin Mahon submitted report and is on file.

In addition, he advises that the Central Avenue Standpipe project is beginning. The next step is to conduct the Pre-Construction meeting.

**ATTORNEY**

Casey Anne Cordes submitted report and is on file.

**AUDITOR**

Chuck Ferraioli spoke on the following:

The MUA billings are down by approximately \$5,000 from last year, which may have an impact on the MUA's current budget.

The Audit Report was a clean report with minimal recommendations and/or comments. However, he noted that account receivables were substantially higher last year from the year prior and must be addressed.

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He had hoped that the MUA could pay off the remaining \$250,000 on its Temporary Note early next year; however, he is not sure that this is feasible given the lower billings and high receivables. He will have a firm recommendation at the end of the year as to how to proceed. The temporary financing for the Central Avenue Standpipe and High Service Reservoir/Filter Plant projects are in process.

**LICENSED OPERATOR**

Angelo Passafaro submitted report and is on file.

In addition, he advises that mailing a postcard to users explaining the availability of the CCR (Consumer Credit Report) and where to obtain a copy will be a more cost effective procedure versus mailing an actual copy of the Report to every user. The total cost of mailing and copies is approximately \$4,000.

**• CORRESPONDENCE**

1. NJDEP Letter/ Central Ave. Standpipe Rehabilitation-Authorization to Award
2. MP/Professional Engineering Services-2011 Improvement Project Constriction
3. USDA/Request for Waiver MUA Grant #4, \$450,000
4. MP/USDA Phase 2 Partial Payment Request No. 35
5. NJDEP/ Pay Request No. 1-Approval
6. NJDEP/Pay Request No. 2- Approval
7. Ice Pigging Offers Sustainable Main Cleaning Technology
8. NJDEP/Submission of OEO-002 and Contractor's Procurement Activity
9. NJDEP Flood Hazard Area Individual Permit and Freshwater Wetlands –Franklin Lakes Nature Preserve
10. Zoning Board Application/16 Florence Place, NH

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

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

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

ABSTAIN: -0-

NO: -0

**• COMMITTEE REPORTS AND DISCUSSION**

RULES AND REGULATION COMMITTEE- No report.

**• OLD BUSINESS**

1. Compliance Evaluation and Assistance Inspection Report Response-Engineer is working on a written response.

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**• NEW BUSINESS**

1. 20 Rosslee Ave., NH- Request for an adjustment to water acct.-Past Due amount is \$527.67 and the user wants to pay \$264.00.
2. Acquackanonk Village # 2/Request to release an Escrow Balance-The escrow balance is \$1,700. The professionals recommend that this amount be held until the project is complete and the applicant receives his final approvals from all agencies.

**• PUBLIC COMMENT**

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

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

ABSTAIN: -0-

NO: -0-

**Ernesto Larrazabal  
20 Rosslee Ave.  
North Haledon, NJ 07508**

**Mr. Larrazabal states during the Meter Replacement Project two accounts had the same meter number and the system should have picked up the error. He also states the calculations that have been made and he has been billed are in excess to his history of usage since he purchased the house in 2002.**

**Mr. Larrazabal has been trying to resolve this issue since 2012.**

**He wants to finally resolve the matter by paying half of the balance owed.**

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

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

ABSTAIN: -0-

NO: -0

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

Chairman D'Ambrosio responds-

An in-person testing of the meter will take place on a Sunday and arranged through Angelo Passafaro for the meter at 20 Rosslee Avenue.

The MUA cannot issue any credits on the account because the balance owed is calculated based upon usage. The MUA can offer for the ratepayer to make installment payments on the account at no interest.

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**RESOLUTIONS TO BE PASSED BY CONSENT**

- 2013-44      AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED JULY 8, 2013**
- 2013-45      AUTHORIZATION TO APPROVE FOR PAYMENT THE 2008 WATER SYSTEM IMPROVEMENT BILL AS SET FORTH IN THE 2008 WATER SYSTEM IMPROVEMENT BILLS LIST DATED JULY 8, 2013**
- 2013-46      AUTHORIZATION TO APPROVE FOR PAYMENT THE 2011 WATER SYSTEM IMPROVEMENT BILL AS SET FORTH IN THE 2011 WATER SYSTEM IMPROVEMENT BILLS LIST DATED JULY 8, 2013**
- 2013-47      2012 ANNUAL AUDIT**
- 2013-48      AUTHORIZATION TO APPROVE CONTRACT CHANGE ORDER MODIFICATION NO. CO-002 FOR THE 2008 WATER MAIN IMPROVMENTS PROJECT**
- 2013-49      AUTHORIZATION TO EXECUTE A STIPULATION OF DISMISSAL IN THE MATTER OF APS CONTRACTORS, INC. v. MANCHESTER UTILITIES AUTHORITY**

Motion made by Van Sickle seconded by Malgosh to pass Resolution by Consent.  
YES: D’Ambrosio, Chowdhury, Malgosh, Van Sickle  
ABSTAIN: -0-  
NO: -0-

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**• 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. CONTRACT NEGOTIATIONS:**

- (1) Easements &
- (2) Former Filtration Plant & High Service Reservoir Contract

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: 8:35PM**

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

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

ABSTAIN: -0-

NO: -0-

**TIME: 9:39PM**

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

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

ABSTAIN: -0-

NO: -0-

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Motion by Van Sickle seconded by Chowdhury to add Resolution No. 2013-50 entitled **AUTHORIZING TO APPROVE AN INCREASE FOR THE PROFESSIONAL ENGINEERING SERVICES CONSTRUCTION BUDGET FOR THE 2011 WATER SYSTEM IMPROVEMENTS, THE CENTRAL AVENUE STANDPIPE REHABILITATION AND THE FORMER FILTRATION PLANT AND HIGH SERVICE RESERVOIR IMPROVEMENTS**

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Malgosh to approve Resolution No. 2013-50 entitled **AUTHORIZING TO APPROVE AN INCREASE FOR THE PROFESSIONAL ENGINEERING SERVICES CONSTRUCTION BUDGET FOR THE 2011 WATER SYSTEM IMPROVEMENTS, THE CENTRAL AVENUE STANDPIPE REHABILITATION AND THE FORMER FILTRATION PLANT AND HIGH SERVICE RESERVOIR IMPROVEMENTS**

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

ABSTAIN: -0-

NO: -0

**TIME: 9:41PM**

**• MEETING ADJOURNED**

Motion made Malgosh seconded by Van Sickle to adjourn meeting.

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

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad  
Recording Secretary

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