

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING DECEMBER 9, 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 arrived at 7:35pm, Van Sickle, Zofrea

Absent: None

Other notable attendees: Angelo Passafaro, Licensed Operator
Casey Anne Cordes, Attorney
Justin Mahon, Engineer

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

November 2013 Minutes are being finalized so they will be held over to next meeting.

Lien sale to be held for delinquent accounts, which total approximately \$90,000.00. Haledon's tax sale is on December 19th. The MUA will not be joining in that sale; however, it will be utilizing the services of Haledon's tax collector to perform its sale sometime in February. The MUA will contact North Haledon to inquire into using the services of their collector to perform a sale in that Borough.

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A Close Out Change Order is presented and recommended for NJEIT Project 2011, which will decrease the total project cost by \$96,000.00.

Borough of Haledon has contacted MUA requesting that “Welcome to Haledon” be added on the Central Avenue Water Tank. The Contractor has advised that the additional cost is \$1,500.00. The Borough has not approved this cost as of the date of the meeting. Discussion was held on this request.

The disposal of items anticipated in the Former Filter Plant/High Service Reservoir project is still under review as to responsibility for the costs.

Malcolm Pirnie will be attending a meeting with the North Haledon Planning Board to discuss the plans for the Former Filter Plant/High Service Reservoir project.

The capability for ratepayers to make on-line payments is in process.

Quotes have been received for the purchase of two computers that are needed by the MUA staff.

Motion made by Van Sickle seconded by Zofrea to remove the “Manchester Utilities Authority” lettering from the Central Avenue tank and add “Manchester Utilities Authority” in small lettering on the door to the tank.

YES: D’Ambrosio, Chowdhury, Malgosh, Van Sickle, Zofrea

ABSTAIN: -0-

NO: -0

The Chairman explained that the Budget and Rate Increase hearings will be adjourned until next meeting due to notice issues.

ENGINEER

Justin Mahon submitted report, which is on file and highlighted the following items.

The MUA may need to execute a Change Order for the Central Avenue Tank project to extend the contract deadline.

He will be attending the meeting with the North Haledon Planning Board to discuss the plans for the Former Filter Plant/High Service Reservoir project. He is awaiting cost estimates for additional work.

There are 300 old meters at the property. The MUA needs to determine if it wants to sell them for scrap at approximately \$2-3 per meter or potentially auction them. Unfortunately, the auction places are not calling Angelo Passafaro back.

ATTORNEY

Casey Anne Cordes submitted report, which is on file and addressed any questions raised by the Commissioners.

Easement negotiations must be discussed in Executive Session.

She advised that the Intralocal Agreement with the Borough of Haledon expires December 31, 2013.

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She reminded the MUA that it must advertise RFQ's for submittals for consideration at the February 2014 Reorganization meeting.

AUDITOR

Chuck Ferraioli did not attend meeting.

LICENSED OPERATOR

Angelo Passafaro submitted report, which is on file.

He recommended the MUA save the costs associated with mailing the entire CCR package to all users by mailing a postcard advising them to access it from the MUA's website or to obtain an in person copy of the MUA office.

He reminded the MUA that new meters must be purchased to meet the NJDEP's new standards.

• CORRESPONDENCE

1. NJDEP Memo/Notification of Disinfection Residual Monitoring and Compliance Requirement for Water Systems
2. NJ Water/Important Information Regarding the Reduction of Lead in Drinking Water Act
3. 2011 WSI/Various Correspondence
4. Boswell Mc. Clave Engineering/Replacement of HMR Culvert

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, Zofrea

ABSTAIN: -0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

RULES AND REGULATION COMMITTEE- No report for this meeting.

• OLD BUSINESS

1. Edmunds & Associates 2014 Hardware & System Software Support Agreement-Support - Discussed for consideration by Resolution below.

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2. 4 Ross Lane, North Haledon - To be discussed in Executive Session
3. Filter Plant Project Easements- To be discussed in Executive Session
4. Meter Replacement Inventory - Discussed under the Licensed Operator's Report
5. 59 Post Street, Haledon-Service Replacement-Leak Detection - The Chairman will follow up with the homeowner.

• NEW BUSINESS

1. Request for Qualifications - Will be published in December for submissions due in January and considered at February Reorganization Meeting
2. REIVAX Change Order-001 - Discussed under the Chairman's Report

• PUBLIC COMMENT

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

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

ABSTAIN: -0-

NO: -0-

No public present.

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

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

ABSTAIN: -0-

NO: -0

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

**2013-67 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER OPERATING
BILLS LIST DATED DECEMBER 9, 2013**

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2013-68 AUTHORIZATION TO APPROVE FOR PAYMENT THE 2011 WATER SYSTEM IMPROVEMENT BILL AS SET FORTH IN THE 2011 WATER SYSTEM IMPROVEMENT BILLS LIST DATED DECEMBER 9, 2013

2013-69 AUTHORIZATION TO APPROVE CONTRACT CHANGE ORDER MODIFICATION NO. CO-001 FOR PROJECT NO. 1603001-011

2013-70 AUTHORIZATION TO APPROVE 2014 SERVICE CONTRACT WITH EDMUNDS & ASSOCIATES

Motion by Malgosh seconded by Zofrea to pass Resolutions by Consent.

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

ABSTAIN: -0-

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. CONTRACT NEGOTIATIONS - Easement and 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.

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

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

ABSTAIN: -0-

NO: -0-

TIME: 8:50PM

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

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

ABSTAIN: -0-

NO: -0-

Chairman, Victor D'Ambrosio would like to wish everyone a happy and healthy New Year!

TIME: 8:51PM

• MEETING ADJOURNED

Motion made Van Sickle seconded by Zofrea to adjourn meeting.

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

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad
Recording Secretary

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