

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING DECEMBER 10, 2012
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 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, Van Sickle, Malgosh

Absent: Jones, Zofrea

Other notable attendees: Casey Cordes, Esq.
Gary Spiesbach, Eng.
John Hudak, Esq.
Angelo Passafaro, LO (arrived at 7:43 pm)

REVIEW OF MINUTES:

Motion by Van Sickle seconded by Malgosh to approve the Minutes and Executive Session Minutes for October 15, 2012 and the Minutes for November 19, 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 defers to MUA Professionals because most of the meeting items deal with the upcoming project and 2013 Budget.

He advises that hydrant flushing was done and he is awaiting the results.

He will discuss NIXEL with OEM and may implement in 2013 after obtaining more information.

ENGINEER

Justin Mahon submitted report and is on file.

Discussion held on the easements required for the upcoming project. The Commissioners stated that they will walk the affected properties in order to decide what to do with some of the issues raised.

He advises that the 2011 project has been advertised and a Pre-Bid meeting is scheduled for December 21, 2012.

ATTORNEY

Casey Anne Cordes submitted report and is on file.

AUDITOR

Chuck Fierraioli spoke on the following:

NJEIT Financial Addendum completed by deadline of December 7 for upcoming projects.

Bills went out this past Friday due to computer issues. This delay has thrown off billing estimates for October and November.

2013 Connection Fee is introduced and discussed.

2013 Rate Increase of 2% is introduced and discussed.

2013 Budget is introduced and discussed.

BOND COUNSEL

John Hudak spoke on the following:

Discussion held on Temporary Note of \$500,000.00 due in February 2013. Both counsel and Auditor recommend paying the Note down to \$250,000.00, roll that sum over to 2014 and pay the remaining balance in full at that time.

NJEIT Interim financing for 2011 project discussed. The professionals will begin the application process; however, the MUA will not be able to obtain temporary financing until the NJDEP issues a letter of approval for the projects.

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LICENSED OPERATOR

Angelo Passafaro submitted report and is on file.

He advises that meters were not read on time due to not having the man power to do so.

• **CORRESPONDENCE**

1. USDA Project Phase 2/Remaining Funds
2. 2011 WSI/Soil Conservation Correspondence
3. USDA Form RD 442-2-signature needed
4. Passaic Valley Water Commission-4% Rate Increase
5. DEP/Stage 2 Disinfectants & Disinfection Byproduct Rule-Upcoming training
6. 2011 WSI-Various Correspondences-Easements
7. NH Zoning Board/44 Rothesay Ave. NH
8. NH Zoning Board/11 Evergreen Ave. NH
9. 2011 WMS Advertisement for BIDS

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:

NO: -0

• **COMMITTEE REPORTS AND DISCUSSION**

RULES AND REGULATION COMMITTEE- No report for this meeting.

• **OLD BUSINESS**

1. Truck Price Quote discussed. Discussion also held on the use of the remaining USDA grant monies. No decision can be made until the MUA receives input from the USDA and examines the Budget.
2. CORRPRO-Cathodic Protection System-Discussion held and it is decided that the contract will not be signed until the new system is completed in the upcoming projects so that the MUA's needs can be re-examined at that time.
3. Water Connection Application-350 Belmont Avenue, Haledon-Discussion held since the MUA is still waiting for additional information.

• **NEW BUSINESS**

1. Request for Qualifications - Discussion and agreement as to advertisement.
2. Introduction of Budget - Completed under Auditor's Report.

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3. Edmunds & Associates-2013 Annual support Maintenance Services- Discussion held and approved however, it is brought to the MUA's attention that additional back up procedures must be put in place for its computer system. The MUA would like to research if Edmunds provides this service.

• 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 Member of the Public Appeared for Comment.

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

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

ABSTAIN:

NO: -0

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRIES

None.

Motion made by Van Sickle seconded by Malgosh to add Resolutions 2012-66 thru 2012-68.

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

ABSTAIN:

NO: -0

RESOLUTIONS TO BE PASSED BY CONSENT

2012-61 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED DECEMBER 10, 2012

2012-62 AUTHORIZATION TO APPROVE FOR PAYMENT THE USDA 2-2 BILLS AS SET FORTH IN THE USDA 2-2 BILLS LIST DATED DECEMBER 10, 2012

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- 2012-63 AUTHORIZATION TO CLOSE THE MANCHESTER UTILITIES
AUTHORITY ACCOUNT AT BANK OF NEW YORK**
- 2012-64 RESOLUTION AUTHORIZING THE ISSUANCE OF “AUTHORITY
TEMPORARY FUNDING NOTES” OF THE MANCHESTER UTILITIES
AUTHORITY**
- 2012-65 INTRODUCTION OF THE MANCHESTER UTILITIES AUTHORITY
2013 CONNECTION FEE**
- 2012-66 INTRODUCTION OF THE 2013 RATE INCREASE**
- 2012-67 INTRODUCTION OF THE 2013 BUDGET**
- 2012-68 AUTHORIZATION TO APPROVE 2013 SERVICE CONTRACT WITH
EDMUNDS & ASSOCIATES**

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

The Chairman wishes everyone a Happy & Healthy Holiday.

• MEETING ADJOURNED

TIME: 9:10PM

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

12/10/12