

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING DECEMBER 12, 2016
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:45 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, 2016. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 11, 2016 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

Absent: Flach, Zofrea

Other notable attendees: Casey Cordes, Attorney
Justin Mahon, Engineer
Robert De Block, Licensed Operator
Chuck Ferraioli, Auditor

• REVIEW OF MINUTES

Motion by Van Sickle seconded by Chowdhury to approve the Minutes and Executive Minutes for November 14, 2016.

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

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• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

He relied upon the professionals for updates and indicated that he had one item for Executive Session.

ENGINEER

Justin Mahon submitted report, which is on file and addressed any questions.

He provided an update on the 2014 Water Improvement Project – all mains are completed; however, paving cannot occur until Spring of 2017. PSE&G will also be completing its project and paving, which will be coordinated with the MUA. A Change Order will be needed to extend the Contract term. The amount of additional costs cannot be determined at this time.

He advised that Arcadis is preparing a conservation of water response to the NJDEP, which is due by the end of the year.

ATTORNEY

Casey Cordes submitted report, which is on file and addressed any questions.

She discussed the need to publish the Request for Qualification for Professional Positions for the upcoming year.

AUDITOR

Chuck Ferraioli spoke on the following:

He introduced and discussion was held concerning: (1) the 2017 Connection Fee increase in the amount of \$213 from last year for a total of \$3,257, which is still below the state average; (2) the 2017 Budget of \$3,038,656.05; and (3) the 2017 Rate Increase of Two Percent (2%). The MUA has spent approximately \$12 million dollars on projects over the past few years and those projects have to be paid for. The MUA has consistently approved smaller increases each year to make it easier on customer. The 2% increase is a bare minimum increase and every effort is made to control costs.

LICENSED OPERATOR

Robert De Block submitted report, which is on file.

Discussion was held concerning a leak at the intersection of Belmont and Squaw Brook roads.

He recommended stocking items to address leaks that way the MUA will save on emergency contract time for the contractor to obtain the materials.

His firm is preparing the Lead and Copper Sampling Plan response required by the NJDEP to be completed in sixty days. The NJDEP request was received on November 9.

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• CORRESPONDENCE

1. NJDEP Quarterly Physical Connection Test Maintenance
2. USDA Form RD 442-2-signature needed

The listed Correspondence were reviewed and considered by the MUA Board.
Motion made by Van Sickle seconded by Chowdhury to Accept and File Correspondence.

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

1. RULES AND REGULATION COMMITTEE-Meeting monthly. The committee is working on the Operations Manual as well as the Standard Operating Procedures.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- The Authority approved the Agreement and is waiting for the Borough to act.

• OLD BUSINESS

1. Edmunds & Associates 2017 Annual Agreement – Renewal approved.
2. Water Bill Dispute/164 Lee Ave., Haledon – Under review.
3. Water Connection Application/104 Church Street, Haledon- Approved with Engineer's conditions.
4. Argent Associates/Basic Power Unit technology – Under review.
5. Water Connection Application/920 Belmont Ave., NH-181 Units – Under review.
6. Water Connection Application/960 Belmont Ave., NH-34 Townhomes – Under review.

• NEW BUSINESS

1. MUA Stock Order-Curb boxes, Paint – Under review.

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• PUBLIC COMMENT

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

YES: D’Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

No Public Comments.

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

YES: D’Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

**2016-54 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER
OPERATING BILLS AS SET FORTH IN THE WATER OPERATING
BILLS LIST DATED DECEMBER 12, 2016**

**2016-55 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER
UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED
DECEMBER 12, 2016**

**2016-56 AUTHORIZATION TO APPROVE FOR PAYMENT THE
NJEIT 2014 WATER SYSTEM IMPROVEMENTS PROJECT
BILLS AS SET FORTH IN THE NJEIT 2014 WATER
SYSTEM IMPROVEMENTS PROJECT BILLS LIST DATED
DECEMBER 12, 2016**

**2016-57 INTRODUCTION OF THE MANCHESTER UTILITIES
AUTHORITY 2017 CONNECTION FEE**

2016-58 INTRODUCTION OF THE 2017 RATE INCREASE

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2016-59 INTRODUCTION OF THE 2017 BUDGET

**2016-60 AUTHORIZATION TO ADVERTISE THE 2017 REQUEST FOR
QUALIFICATIONS**

Motion made by Van Sickle seconded by Chowdhury to pass the Resolutions by consent.

YES: D'Ambrosio, Chowdhury, Van Sickle

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. PERSONNEL- Borough Employee Letter
- B. LEGAL- North Haledon BOE v. MUA - pending litigation update

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: 8:31PM

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

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

TIME: 8:50PM

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

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

Motion by Chowdhury seconded by Van Sickle to approve Edmunds & Associates Software Agreement.

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

TIME 8:51PM

• MEETING ADJOURNED

Motion by Van Sickle seconded by Chowdhury to adjourn meeting

YES: D'Ambrosio, Chowdhury, Van Sickle

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad
Recording Secretary

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