**TIME: 7:33 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 17, 2017. THIS NOTICE WAS ALSO POSTED ON THE BULLETIN BOARD AT THE MUNICIPAL BUILDING ON FEBRUARY 17, 2017 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, Flach, Van Sickle, Moczo

Absent: Zofrea

Other notable attendees: Casey Cordes, Attorney Justin Mahon, Engineer

 Robert De Block, Licensed Operator

 Robert McNinch, Auditor

* **PUBLIC HEARING- 2018 CONNECTION FEE INCREASE**

 **2018 RATE INCREASE**

 **2018 BUDGET**

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

***No Public Present***

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

The Chairman made comments after the public hearing was closed. He explained that although the Connection Fee increased based upon the statutory calculation, which included the rising debt service, it is still lower than most other Authority Connections Fees at approximately $10,000.00. Also the two percent (2%) increase has been favored by the MUA to gradually increase revenues instead of imposing larger rate increases. The MUA has remained committed to that even though its wholesale water provider, Passaic Valley Water Commission has imposed five percent (5%) rate increases over the last few years. Thankfully this year it is also imposing a two percent (2%) rate increase, which is the lowest that the MUA has seen in many years. The MUA is also committed to the open and fair contract bid process and tries to keep its costs down while still providing quality service to its customers.

• **REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Flach to approve Minute and Executive Minutes for December 11, 2017.

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN:

NO: -0-

##### • REPORTS AND DISCUSSION

#### **CHAIRMAN**

Victor D’Ambrosio spoke on the following:

He wished everyone a Happy New Year.

He welcomed Gerard Denny and David Quaglietta, Haledon DPW employees, who are daily operators of the MUA’s system, to the meeting.

The new website has been updated and is operational.

Pilot Program is underway. There are still a few commercial accounts that need to have meters installed.

He thanked Commissioner Flach for her efforts to facilitate a conversation about using the 568 High Mountain Road property as a potential site for a new pump station.

The job to fill Henry Manger’s position has been posted by Haledon. It is his understanding that the job must be posted for 10-14 days before it can be filled. It is also anticipated that Haledon will advertise for a new full time position for a MUA operator.

**ENGINEER**

Justin Mahon submitted report, which is on file and addressed any questions. He also spoke on the following matters:

He contacted Wachs and John Garcia Construction to obtain quotes for the valve and hydrant programs need to comply with New Jersey Water Quality Accountability Act. Garcia provided a price of approximately $10,000.00 per year. He recommended that this cost be included in the 2018 Budget.

He contacted Master Locators to obtain a quote for utility mark out program. The price for approximately 600 mark outs is $48,000.00.

He worked with Commissioner Flach on potential site for pump station to replace High Service Pump Station.

The Heights Tank Rehabilitation proposal dated January 5, 2018 was discussed. The estimated cost is $500,000.00-$600,000.00.

**ATTORNEY**

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

Update on Pilot Program to replace water meter registers with cellular endpoints was provided.

19 Paterson Avenue Bankruptcy Matter and discontinuation of service for failure to pay current bills were discussed.

The Operations Committee has discussed revising the current connection fee policy. The language will be finalized by the Committee and hopefully presented for discussion at the February meeting.

**AUDITOR**

Robert McNinch spoke on the following matters:

The 2% rate increase was again explained and discussed.

The Auditor is preparing a sample of fixed and variable rates for further future discussions.

The Connection Fee is based upon a statutory formula.

This is likely the last year that the Budget will be mailed to the State since the State is going to implement filing this information online.

**LICENSED OPERATOR**

Robert De Block submitted report, which is on file. He also spoke on the following matters:

Meter head installation for the Pilot Program is ongoing.

The 2018 sampling schedule including the new WQP sampling has been sent to Passaic Valley Water Commission. On January 2 the Licensed Operator met with MUA operators to review the existing schedule, sampling techniques and operational requirements.

Contact is still be made with customers on the Lead and Copper target sample list for physical inspection and lead swab testing. The plan is to send certified letters to thirty (30) users to try to get a response. An update will be provided at the next meeting.

• **CORRESPONDENCE**

* 1. Public Notice/ 350 W. Clinton Street, Haledon
	2. NH Planning Board/568 High Mountain Road, North Haledon
	3. NJDEP Application for Letter of Interpretation and Transition Area Waiver by Eastern Christian High School/50 Oakwood Avenue, North Haledon
	4. Application of Freshwater Wetlands Statewide General Permit nos. 7, 10A, and 11 Transition Area Waiver- Averaging Plan; Special Activities Transition Area Waiver for Redevelopment: and Flood Hazard Area Verification and Individual Permit /475 high Mountain Road, North Haledon

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, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

**• COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Commissioner Flach provided an update on discussions concerning the structure of connection and tapping fees as well as the Belmont Town Square water connection application. Next meeting is January 22, 2018.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- No update

• **OLD BUSINESS**

1. Water Connection Application/Belmont Town Square Park-Belmont Ave. & Tilt Street, Haledon-Approved subject to conditions set forth in Engineer Report
2. Water Connection Application/920 Belmont Ave., NH-181 Units-Under Engineer review

• **NEW BUSINESS**

1**.** Purchase MUA Stock & Office Supplies- Approved.

2. ARCADIS/Heights Tank Rehabilitation – Held pending review of project cost analysis.

• **PUBLIC COMMENT**

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

 NO: -0-

***No Public comments.***

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

 NO: -0-

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

***None.***

**RESOLUTIONS TO BE PASSED BY CONSENT**

**2018-01 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER**

 **OPERATING BILLS AS SET FORTH IN THE WATER OPERATING**

 **BILLS LIST DATED JANUARY 8, 2018**

**2018-02 APPROVAL OF STIPEND OF $1,500.00 TO JOANNE VAN HOOK**

**2018-03 ADOPTION OF THE 2018 RATE INCREASE OF THE MANCHESTER UTILITIES AUTHORITY**

**2018-04 ADOPTION OF THE 2018 CONNECTION FEE OF THE MANCHESTER UTILITIES AUTHORITY**

**2018-05 ADOPTION OF THE 2018 BUDGET-CF**

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

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

 NO: -0

**TIME 8:49PM**

**• MEETING ADJOURNED**

Motion by Van Sickle seconded by Flach to adjourn meeting

YES: D’Ambrosio, Chowdhury, Flach, Van Sickle, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad

Recording Secretary