**TIME: 7:34 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, Van Sickle, Flach, Moczo

Absent: Chowdhury, Zofrea

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

Gerry Spiesbach, Engineer

Greg Cardena, Licensed Operator

**ELECTION OF OFFICERS**

\*The attorney managed this portion of the meeting.

Motion to nominate and elect Victor D’Ambrosio as Chairman of the Authority by Van Sickle seconded by Flach

ROLL CALL VOTE

YES: Flach, Van Sickle, Moczo

ABSTAIN: D’Ambrosio

NO: -0-

\*At this time, the meeting was administered by the elected Chairman.

Motion to nominate and elect Dewan Chowdhury as Vice-Chairman of the Authority by Van Sickle seconded by Flach

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

ABSTAIN: -0-

NO: -0-

Motion to nominate and elect James Van Sickle as Treasurer and Certifying Finance Officer of the Authority by Flach seconded by Moczo

YES: D’Ambrosio, Flach, Moczo

ABSTAIN: Van Sickle

NO: -0-

Motion to nominate and elect Gerry Flach as Secretary of the Authority by Van Sickle seconded by Moczo

YES: D’Ambrosio, Van Sickle, Moczo

ABSTAIN: Flach

NO: -0-

**REORGANIZATION RESOLUTIONS**

**2018-05B QUALIFICATION OF THE RESPONSES RECEIVED FOR ITS**

**REQUEST FOR QUALIFIED PROFESSIONALS AND APPOINTMENT OF THE MANCHESTER UTILITIES AUTHORITY PROFESSIONALS FOR THE 2018 TERM**

Motion by Van Sickle seconded by Flach to elect FRONZUTO Law Group as Attorney.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Flach to elect ARCADIS U.S., Inc. as Engineer.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Flach to elect Ferraioli, Wielkotz, Cerullo & Cuva, P.A. as Auditor.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Flach to elect Hawkins Delafield & Wood LLP as Bond Counsel.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Flach to elect De Block Environmental Services, LLC as Licensed Operator.

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

ABSTAIN: -0-

NO: -0-

Motion by Van Sickle seconded by Flach to elect John Garcia Construction Co. as Emergency Repair Contractor.

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

ABSTAIN: -0-

NO: -0-

**REORGANIZATION RESOLUTIONS TO BE PASSED BY CONSENT**

**2018-06 ADOPTION OF THE OFFICIAL DEPOSITORIES OF MANCHESTER**

**UTILITIES AUTHORITY FOR 2018**

**2018-07 DESIGNATING DENISE WAHAD AS THE ASSISTANT SECRETARY**

**AND CUSTODIAN OF RECORDS FOR THE MANCHESTER UTILITIES AUTHORITY**

**2018-08 ADOPTION OF THE FORM OF RESOLUTION FOR USE WHEN AN**

**EXECUTIVE SESSION OF THE MANCHESTER UTILITIES AUTHORITY IS NEEDED**

**2018-09 ADOPTION OF THE MEETING DATES OF THE MANCHESTER**

**UTILITIES AUTHORITY**

**2018-10 ADOPTION OF THE OFFICIAL NEWPAPERS FOR THE MANCHESTER UTILITIES AUTHORITY FOR 2018**

**2018-11 ADOPTION OF THE OFFICIAL SIGNATORIES OF THE**

**MANCHESTER UTILITIES AUTHORITY**

**2018-12** **AUTHORIZATION TO ADOPT A CASH MANAGEMENT PLAN**

Motion by Van Sickle seconded by Flach to pass Reorganization Resolutions by consent.

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

ABSTAIN: -0-

NO: -0-

• **REVIEW OF MINUTES:**

Motion by Van Sickle seconded by Flach to approve the Minutes for January 8, 2018.

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

ABSTAIN:

NO: -0-

##### • REPORTS AND DISCUSSION

#### **CHAIRMAN**

Victor D’Ambrosio spoke on the following:

He thanked the Board for electing him as Chairman. It is his pleasure to serve on the Authority and looks forward to the upcoming year.

There are still financing and planning concerns about the next anticipated Capital Improvements Project; therefore, it is still in the review stages.

Non-revenue water is down to approximately 11%. The State Standard is that anything below 15% is exceptional. The Authority’s rate was 25% so the improvements that have been made over the past few years are obviously bearing fruit.

The full time operator position left in Henry Manger’s retirement is being filled by Gerard Denny. The Borough DPW has advertised for another full time employee who will be assigned to water operations.

He referred to the professional reports and discussions on all other matters.

**ENGINEER**

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

PVWC contacted Arcadis regarding a proposed change in the corrosion control chemical, which Arcadis agrees with. He contacted DeBlock Environmental and both are formulating a response.

He drafted a letter concerning 220 Pompton Road, Haledon.

Gatherings Easement situation discussed.

960 Belmont Avenue Project has submitted plans for irrigation services, which are under review.

Arcadis recommends that the next Capital Improvement Project consist of two bid packages: one for replacing the High Service Pump Station and the other for rehabilitating the Heights Tank. The approximately cost of the combined packages is $1,000,000-$2,500,000 depending upon the pump station locations and equipment.

**ATTORNEY**

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

**AUDITOR**

Chuck Ferraioli did not attend meeting.

**LICENSED OPERATOR**

Greg Cardena submitted report, which is on file and highlighted the following:

The meter head installations for the Pilot Program have been completed. The staff installed 27 meter heads and radios.

Emergency/Repair Contractor was mobilized to repair a 4” valve on Vine Street and a saddle/corporation stop at 4 Ryerson Avenue.

• **CORRESPONDENCE**

* 1. Wyckoff Board of Adjustment/764 Hickory Hill Road, Wyckoff
  2. NH Zoning Board/16 Columbia Ct., North Haledon
  3. NH Planning Board/568 High Mountain Road, North Haledon
  4. NH Planning Board/348 Saw Mill Road, North Haledon

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

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

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

ABSTAIN: -0-

NO: -0-

**• COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Commissioner Flach reported that the Committee is revising the Tapping and Connection Fee Guidelines set forth in the Rate Schedule. The Jersey Water Works letter was discussed and a copy will be sent to the other Commissioners for review.
2. INTRALOCAL SERVICE AGREEMENT NEGOTIATION COMMITTEE- The process to prepare a New Agreement must be started to address the current staffing and relationship with the Borough of Haledon.

• **OLD BUSINESS**

1. Water Connection Application/555 Preakness Ave., Totowa – Under Review
2. Water Connection Application/920 Belmont Ave., NH-181 Units – Under Review

• **NEW BUSINESS**

1. Purchase Fire Hydrants-MUA Stock – Discussed and Agreed to Purchase
2. 581 High Mountain Road, North Haledon/Meter Request – Under Review
3. Passaic County 2018 Roadway Resurfacing Program – Discussion held

• **PUBLIC COMMENT**

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

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

ABSTAIN: -0-

NO: -0-

***Dave Schattanes***

***4 Ross Lane***

***North Haledon, NJ 07508***

***Mr. Schanttanes received a letter from the MUA dated February 2, 2018 stating a billing error was made on his account and he is responsible for the amount due of approximately $1,300.***

***The amount due is difficult for him to pay.***

***Mr. Schanttanes states he has paid his water bills on time and due to the account being set up incorrectly, he shouldn’t be responsible for someone’s error.***

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

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

ABSTAIN: -0-

NO: -0-

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

Chairman explained that he just received the information on the account today. The Authority can review the meter usage in order to ensure that the customer is only being billed what was used and can set up a payment plan but there is no precedent to waive the amounts owed. The Authority purchases the water from Passaic Valley Water Commission so the Authority is charged for the water used and cannot afford to waive bills for used water and assume this cost.

Commissioner Van Sickle stated that the Authority would need time to review the matter.

Chairman would respond to the customer after the review was completed.

**RESOLUTIONS TO BE PASSED BY CONSENT**

**2018-13 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER**

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

**BILLS LIST DATED FEBRUARY 12, 2018**

**2018-14 RATIFICATION OF THE APPROVAL OF THE WATER CONNECTION APPLICATION SUBMITTED FOR BELMONT TOWN SQUARE, TAX BLOCK 55, LOT 1 IN HALEDON, NJ**

Motion made by Van Sickle seconded by Flach to pass the Resolutions by Consent.

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

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:

1. LEGAL- Potential Litigation
2. CONTRACT NEGOTIATIONS- Borough Staffing Issues

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: 8:32PM**

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

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

ABSTAIN: -0-

NO: -0-

**TIME 8:57PM**

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

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

ABSTAIN: -0-

NO: -0-

**TIME 8:58PM**

**• MEETING ADJOURNED**

Motion by Van Sickle seconded by Flach to adjourn meeting

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

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad

Recording Secretary