

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING JANUARY 11, 2021
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

**ZOOM MEETING
TIME: 7:35 PM**

• MEETING CALLED TO ORDER – OPEN PUBLIC MEETING NOTICE READ

PLEASE TAKE NOTICE that in accordance with the provisions of the Open Public Meetings Act pursuant to N.J.S.A. 10:4-6 et. seq. you are hereby advised that the Manchester Utilities Authority has made the following changes to its Annual Meeting Notice and specifically to the scheduled meetings of Monday, December 14, 2020; Monday, January 11, 2021; and Monday, February 8, 2021. The meetings will begin at 7:30 p.m. The meetings will be held remotely, by means of communication equipment and services permitted pursuant to N.J.S.A. 10:4-8b. Formal Action will be taken.

The foregoing electronic public meetings are being conducted due to the current situation involving the COVID-19 virus and directives of State and County governments that restrict public gatherings and direct residents of New Jersey to stay at home.

The electronic public meetings will be held via Zoom conferencing (<https://zoom.us>). A link to attend each meeting electronically and/or telephonically will be posted on the website of the Manchester Utilities Authority (www.muawater.net) as well as on the door to the municipal building located at 510 Belmont Avenue. These postings will include the meeting identification number and passcode to join the meeting.

All attendees will be automatically muted upon entering the virtual meeting, everyone will have the opportunity to be unmuted in order to speak and be heard during the Public Comment portion of the meeting. At that time, the Chairman will give the members of the public an opportunity to make any statements during the public hearing. Each member will be fully heard. Afterwards the Public Comment hearing shall be closed and the Commissioners may respond. All relevant meeting documents for the meeting, if any, shall be posted prior to each meeting on the website of the Manchester Utilities Authority: www.muawater.net.

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, Moczo

Absent: Van Sickle

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Other notable attendees: Casey Cordes, Attorney
 Justin Mahon, Engineer
 Jerry Mitchell, Engineer
 Robert McNinch, Auditor
 Robert De Block, Licensed Operator

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

He wished a Happy New Year and good health to all.

There was a significant break this past month, which was responded to promptly by the operators. He thanked everyone for their efforts.

He reminded everyone that Oath of Offices need to be signed. It was clarified that this request was for reappointed Commissioners only.

ENGINEER

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

Hydrant maps for the 383 pressure zone showing valve boxes that have been cleaned and those that need to be cleaned were prepared and distributed. Garcia construction started cleaning the boxes on January 4. Operators will start cleaning the valve boxes upon delivery of the valve box cleaning equipment that is anticipated to be delivered on January 7.

Northeast Water Technologies Phase 1 Report received and distributed. Areas that were identified for repair are being scheduled. Discussion held.

Northeast Water Technologies Phase 2 tentative start date is scheduled for the end of January.

The Licensed Operator provided an update on the status of the valves at the PVWC interconnections. Additional information is needed from PVWC.

The numbers for December have not been received for comparison; therefore the non-revenue water numbers have not been updated.

Chairman thanked the Engineer for responding to the customer complaint on Jasper. Discussion held.

ATTORNEY

Casey Cordes submitted report, which is on file and discussed the following items:

The procedure for payment of the stand-by stipend set forth in the new Interlocal Service Agreement was discussed. The Chairman will follow up with Anthony Harrington on this issue.

Procurement of a mobile phone for the stand-by operators will need to be done. Counsel will follow up with Allan Susen on this issue.

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AUDITOR

Robert McNinch discussed the following:

Resolution to Adopt the Budget is the final step in the process since the Local Finance Board has issued its approval.

Cash flows continue to be tight; therefore the situation is being monitored on a weekly basis especially since there were some significant recent debt service payments. The next debt service payment is not until August 2021.

LICENSED OPERATOR

Robert De Block discussed the following items:

On December 27, 2020 there was a water main break on Belmont Avenue near the intersection of John Ryle Avenue. Garcia Construction was mobilized by the operators to address the emergency. Several reports of loss of water pressure as a result of the flood were received. Since the event was classified as an "uncontrolled shutdown" a precautionary Boil Water Advisory was issued to include those areas believed to be affected. NJDEP and local authorities were notified. Based upon discussions with impacted customers and review of relevant elevation data, the Boil Water Advisory area was expanded. NJDEP was advised of the expansion. Samples were collected on December 28, 2020. On December 29, PVWC advised that quality control issues in its lab resulted in the samples being invalidated. Additional samples were taken and processed. Upon receipt of the result, the Boil Water Advisory was lifted. All emergency forms were processed and transmitted to the NJDEP. He thanked the staff for their efforts to address this emergent situation. Commissioner Flach suggested revisions to the Boil Water Advisory which is under review for future use.

On December 28, 2020, there was a service leak at 55 Sherwood Avenue. Garcia Construction was mobilized and repairs were completed.

On January 8, 2021 the owner at 400 Haledon Avenue made repairs to the leak on their property. The operators were on site for the repair and the leak was significantly larger than anticipated. This property is in the 383 pressure zone that is the target for additional leak detection.

Discussion held on progressing leak detection work.

Research underway to get the MUA notices included in the NIXLE system alerts.

• **REVIEW OF MINUTES:**

Motion made by Flach seconded by Chowdhury to approve Minutes and Executive Minutes for December 14, 2020.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: Moczko

NO: -0-

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• **CORRESPONDENCE**

1. Passaic Valley Water Commission/2021 Rate Increase
2. North Haledon Zoning Board/88 Edson Place, NH

Motion made by Moczo seconded by Flach to Accept and File Correspondence.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

• **COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Commissioner Flach discussed the data request from NJWW and discussion was held.

• **OLD BUSINESS**

1. ARCADIS/Professional Engineering Services Heights Tank Improvements- On Hold.
2. 2021 Rate Increase - Start date discussed. Start date will be January 1 and bills will be adjusted accordingly. Next year perhaps all customers can be read on December 31 in order to avoid the adjustment issue.

• **NEW BUSINESS – None.**

• **PUBLIC COMMENT**

Motion made by Moczo seconded by Flach to open public hearing.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

No Member of the Public Appeared.

Motion made by Chowdhury seconded by Moczo to close public hearing.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

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RESOLUTIONS TO BE PASSED BY CONSENT

**2021-01 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED JANUARY 11,
2021**

**2021-02 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER
UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED
JANUARY 11, 2021**

2021-03 ADOPTION OF 2021 (2021-2022) AUTHORITY BUDGET

Motion made by Moczo seconded by Chowdhury to add Resolution 2021-03 entitled
"ADOPTION OF 2021 AUTHORITY BUDGET".

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Motion made by Moczo seconded by Chowdhury to pass the Resolutions by Consent as
Amended.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

TIME: 8:46PM

•MEETING ADJOURNED

Motion by Chowdhury seconded by Flach to adjourn meeting.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad,
Recording Secretary

01/11/21