

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING FEBRUARY 08, 2021
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:39PM

• 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 arrived at 7:42pm

Absent: Van Sickle

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

ELECTION OF OFFICERS

*The attorney will manage this portion of the meeting.

Motion to nominate and elect Victor D’Ambrosio as Chairman of the Authority by Moczo seconded by Flach
YES: Chowdhury, Flach, Moczo
ABSTAIN: D’Ambrosio,
NO: -0-

*At this time, the meeting will be administered by the newly elected Chairman.

Motion to nominate and elect Dewan Chowdhury as Vice-Chairman of the Authority by Moczo seconded by Flach
YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

Motion to nominate and elect James Van Sickle as Treasurer and Certifying Finance Officer of the Authority by Moczo seconded by Flach
YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

Motion to nominate and elect Geraldine Flach as Secretary of the Authority by Chowdhury seconded by Moczo
YES: D’Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

REORGANIZATION RESOLUTIONS

**2021-04 QUALIFICATION OF THE RESPONSES RECEIVED FOR ITS
REQUEST FOR QUALIFIED PROFESSIONALS AND APPOINTMENT
OF THE MANCHESTER UTILITIES AUTHORITY PROFESSIONALS
FOR THE 2021 TERM**

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Motion by Flach seconded by Chowdhury to elect Fronzuto Law Group as Attorney.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Motion by Chowdhury seconded by Moczo to elect ARCADIS U.S., Inc. as Engineer.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Motion by Chowdhury seconded by Moczo to elect Wielkotz & Company P.A. as Auditor.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Motion by Chowdhury seconded by Moczo to elect Hawkins Delafield & Wood LLP as Bond Counsel.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Motion by Moczo seconded by Chowdhury to elect De Block Environmental Services, LLC as Licensed Operator.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Administrative Resolutions to be passed by consent

2021-05 ADOPTION OF THE OFFICIAL DEPOSITORIES OF MANCHESTER UTILITIES AUTHORITY FOR 2021

2021-06 DESIGNATING DENISE WAHAD AS THE ASSISTANT SECRETARY AND CUSTODIAN OF RECORDS FOR THE MANCHESTER UTILITIES AUTHORITY

2021-07 ADOPTION OF THE FORM OF RESOLUTION FOR USE WHEN AN EXECUTIVE SESSION OF THE MANCHESTER UTILITIES AUTHORITY IS NEEDED

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- 2021-08 ADOPTION OF THE MEETING DATES OF THE MANCHESTER UTILITIES AUTHORITY**

- 2021-09 ADOPTION OF THE OFFICIAL NEWSPAPERS FOR THE MANCHESTER UTILITIES AUTHORITY FOR 2021**

- 2021-10 ADOPTION OF THE OFFICIAL SIGNATORIES OF THE MANCHESTER UTILITIES AUTHORITY**

- 2021-11 AUTHORIZATION TO ADOPT A CASH MANAGEMENT PLAN**

- 2021-12 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED FEBRUARY 8, 2021**

Motion by Moczo seconded by Chowdhury to pass the Resolutions 2021-05 through 2021-12 by consent.

YES: D’Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D’Ambrosio discussed the following:

He thanked the Commissioners for the opportunity to serve as Chairman.

The Auditor will not be attending the meeting; however, he advised the Chairman that the cash balance numbers look lower than last year; however, that is primarily due to two large vendor bills. Hopefully the combination of leak repairs that were recently done and the rate increase will impact the cash flows soon.

ENGINEER

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

Phase 2 Leak Detection Program for 383 Pressure Zone. Assisted DPW Operators with coordination of cleaning valve boxes after distribution of valve box location maps. Garcia Construction started cleaning valve boxes on January 4 and completed on January 12.

Phase 2 Leak Detection Program delayed based on emergencies and then weather issues.

Leak was repaired on Summit Avenue.

Investigation of valves with PVWC is still ongoing.

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Development projects at 920 Belmont Avenue, North Haledon and 555 Preakness Avenue, Haledon is delayed due to weather.
Badger training is still an open item.

ATTORNEY

Casey Cordes submitted report, which is on file and discussed the following items:
Discussions are ongoing with the Borough of Haledon concerning the payment of the stand-by operator stipend.

AUDITOR

Robert McNinch did not attend meeting.

LICENSED OPERATOR

Robert De Block discussed the following items:
On January 21 a main break was repaired at Granite Avenue and West Broadway.
On January 28 a main break was repaired at Summit Avenue.
On January 27 the High Service transducer failed. A replacement was purchased and installed on January 29. Recommended a spare transducer be kept in stock moving forward.
On February 2 repairs were made to the service at 11 Aberdeen Court.
On February 4 a main repair was completed on Lee Avenue.
Draft letters are being prepared for participation reminders in the forthcoming Lead and Copper Sampling in June through September.
Proficiency testing samples were done and awaiting confirmation of successful completion from the NJ DEP.
Still awaiting response from PVWC on requested information.

• REVIEW OF MINUTES:

Motion by Moczo seconded by Chowdhury to approve the Minutes for January 11, 2021.
YES: D'Ambrosio, Chowdhury, Flach, Moczo
ABSTAIN: -0-
NO: -0-

• CORRESPONDENCE

1. ARCADIS Recommendation Letter-Maintenance Construction and Emergency Repairs Contract
2. Fronzuto Law Group Legal Opinion Letter-Maintenance Construction and Emergency Repairs Contract

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Motion by Moczo seconded by Chowdhury 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 how the Committee continues to discuss Best Practices and incorporation of those steps into a database.

• OLD BUSINESS

1. ARCADIS/Professional Engineering Services Heights Tank Improvements – on hold.

• PUBLIC COMMENT

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

YES: D’Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

No Public Present

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

YES: D’Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None

RESOLUTIONS TO BE PASSED BY CONSENT

**2021-13 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED FEBRUARY 8,
2021**

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**2021-14 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER
UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST FEBRUARY
8, 2021**

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

• MEETING ADJOURNED

TIME 8:22PM

Motion by Moczo seconded by Chowdhury to adjourn meeting.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad,
Recording Secretary

02/08/21