

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING AUGUST 9, 2021
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:36PM

• 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 advertised its Annual Meeting Notice on February 14, 2021 in the North Jersey Herald News and The Record. The Annual Meeting Notice was also posted on the Bulletin Board at the Municipal Building on February 14, 2021 and has remained continuously posted as requirement by statute. Formal Action will be taken.

This electronic public meeting is 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

Absent: Van Sickle, Moczo

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio discussed the following items:

He will keep his comments brief and defer to the professionals for updates.

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The Borough representative had no additional information concerning state or county aid for customers with delinquent water utility accounts. The issue of collections is a priority item based upon the large amount of current delinquent accounts.

He conducted a telephone conference with the Borough Operators concerning the standby stipend issue. Additional information must be exchanged and he will follow-up with them on the outstanding issues.

Billing disputes are under review.

Cash flows are tight but they are being monitored weekly. There is a significant debt service payment due on August 1.

Commissioner Flach suggested partnering with the Borough representative to communicate with residents regarding water utility questions to assist in outreach.

ENGINEER

Jerry Mitchell submitted report, which is on file and discussed the following items:

920 Belmont Acquisition Urban Renewal LLC has filed an irrigation service connection application. Arcadis reviewed the request and recommends that the Authority approve the application with the following conditions: applicant will pay half of the connection fee as a good faith deposit based on recognition that the fee is a large value based on an estimated peak irrigation rate (calculated at \$172,172.00). An adjustment will be made up or down to the connection fee based upon actual water usage after one year of operation.

Arcadis prepared and submitted three (3) second notice letters for repairs for leaking service connections at 22 Cook Street, 82 Church Street, and 416 Haledon Avenue.

Phase 2 main leak at or near valve on Burhans Avenue for easement to Aberdeen Court has been completed.

Arcadis continues to coordinate the scheduling of leak repairs from the Phase 2 priority list. Monitoring of non-revenue water numbers is ongoing as data is collected.

Arcadis provided a list of hydrant leaks to repair and/or replace. This work started the week ending August 6, 2021.

Arcadis continue to work with the operators to schedule and complete isolation testing of several Phase 2 identified locations to determine if it is a MUA repair or homeowner repair.

A leak was repaired at 24 Church Street on July 27, 2021.

Arcadis reviewed the letter from the North Haledon Mayor on PFAS contamination of private wells on Tambor Drive to see if homeowners are in the Authority's service area.

Arcadis reviewed information concerning meters with estimated values and the need to identify reason for estimating meter readings so a plan can be prepared to reduce and eliminate estimated customer billings.

ATTORNEY

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

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Work continues with the Billing Clerk to formulate a plan to prioritize and address the delinquent accounts in the most efficient way possible.

Discussion held on the estimated customer billing policy. Currently, an estimate is noted on the list of read accounts. The bill must go out 2 days later. The billing clerk issues a letter to the account asking to set up an appointment to check the meter. Generally this letter is not responded to. In the interim, the bill must go out so an estimated bill is generated and sent. The set usage estimate is 2,900 cubic feet (approx. \$200) for ALL accounts regardless of type or size. This estimate must be universal and cannot be customized. The Billing Clerk is requesting that the estimate be increased to a usage estimate of at least 5,800 cubic feet (approx.. \$400) in order to incentivize a response from users to check their meters.

Motion by Flach seconded by Chowdhury to increase Estimated Usage Policy from 2,900 cubic feet to 5,800 cubic feet per quarter to encourage residents to contact the Authority to check the meter.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN:

NO: -0-

AUDITOR

Robert McNinch did not attend meeting.

LICENSED OPERATOR

Robert De Block discussed the following items:

11 of 30 Lead and Copper samples back from residents. Staff is continuing to work with the operators in securing samples. Operators have been requested to go door to door for reminders this week. Beginning August 16th sample bottles will begin to be distributed to approved alternate sample locations.

The condition of the water meter at Camp Varitans was reviewed. Badger Meter is scheduled to be onsite on August 11th to evaluate and offer alternatives for accurate meter data.

The Laboratory Proficiency Testing was completed by Authority staff and results were submitted to the ERA.

Neil Systems was onsite to address communication issues resulting from a lightening strike. An update has not yet been received.

• REVIEW OF MINUTES:

Motion by Chowdhury seconded by Flach to approve Minutes for July 12, 2021.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

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• **COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE- Commissioner Flach advised that the Committee continues to focus on non-revenue water issues. In addition, the chain of communication with PVWC is a focus especially in light of the grant application and information needed for that project.

• **OLD BUSINESS**

1. Water Dispute/879 High Mountain Road, North Haledon-Chairman to address.
2. Water Dispute/79 Mountain Avenue, Haledon-Chairman to address.
3. Ratepayer Request/723 Belmont Avenue, North Haledon-Chairman to address.
4. Water Bill Dispute/37 Harris Street, Haledon-Chairman to address.
5. ARCADIS/Professional Engineering Services Heights Tank Improvements-On hold

• **NEW BUSINESS**

1. Water Connection Application-Irrigation/920 Belmont Avenue, North Haledon-
Discussed under Engineer Report

• **PUBLIC COMMENT**

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

YES: D' Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

No Public Present

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

YES: D' Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None

RESOLUTIONS TO BE PASSED BY CONSENT

**2021-22 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED AUGUST 9, 2021**

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**2021-23 AUTHORIZATION TO APPROVE 920 BELMONT AVENUE
WATER CONNECTION APPLICATION SUBJECT TO
ENGINEERING RECOMENDATIONS**

Motion made by Flach seconded by Chowdhury to add Resolution 2021-23 entitled
“**AUTHORIZATION TO APPROVE 920 BELMONT AVENUE WATER CONNECTION
APPLICATION SUBJECT TO ENGINEERING RECOMENDATIONS.**”

YES: D’ Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

Motion made by Flach seconded by Chowdhury to pass the Resolutions by Consent as amended.

YES: D’ Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

TIME 8:34PM

• MEETING ADJOURNED

Motion by Chowdhury seconded by Flach to adjourn meeting.

YES: D’ Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0

Respectfully Submitted,

Denise Wahad,

Recording Secretary

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