

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING OCTOBER 18, 2021
HALEDON MUNICIPAL COMPLEX –HALEDON, NJ
7:30 P.M.**

TIME: 7:32PM

• 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 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

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:

A teleconference was held with the operators in order to discuss the stand by time issues. Further discussion will be held in Executive Session since it involves contract concerns.

The main focus remains the nonrevenue water numbers and actions to address them.

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Information concerning relief for customers facing financial burdens due to the COVID-19 pandemic is scarce; however, the Authority will continue to look for ways to help customers. Moratorium on collection efforts for residential accounts continues to be in effect until January. Acoustical Grant is moving forward – the Purchase Order was placed on hold pending formal action at this meeting.

He is reviewing a Draft Letter to North Haledon residents regarding the well contamination issues some residents are facing.

The Authority passed its laboratory testing.

555 Preakness will be discussed under Engineering Report.

ENGINEER

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

Grant application for Acoustical Testing Pilot Program was approved and the Grant Agreement has been received and reviewed by the Professionals. Funding should soon be transferred to the Authority. Northeast Water Technology has requested the issuance of a Purchase Order to order the acoustic meters. Arcadis will be providing the Authority with a schedule for billing meter data collection which will need to be followed to allow data analysis and proper reporting to the BPU. Arcadis is working with the Licensed Operator to evaluate and address THMM levels.

Hurricane Ida has exposed a 6-inch water main crossing a stream at the Circle Avenue Bridge. Valves on either side of the bridge have been identified for shut down should this line fail. Arcadis has evaluated an appropriate method of repair and is currently in communications with the County on overall restoration of the stream channel.

Based on a priority list most of the fire hydrant repairs/replacements have been completed and this list is being compared to the fire hydrants on the Phase 2 leak repair list.

Review of estimated accounts continues.

920 Belmont – connection to club house was completed with the initial water main looper but not put into service. A temporary meter has been used for irrigation. Owner has received approval of a new connection for irrigation and should be installing the meter soon.

555 Preakness – Contractor didn't contact Engineer regarding main installation. Contractor didn't follow drawings and the tap was put in the wrong spot. The tap connection is being removed and the situation is being monitored by the Engineer.

ATTORNEY

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

Acoustical Testing Pilot Program – the Grant Agreement was reviewed and comments were provided. Resolution was prepared for consideration.

Work is continuing to prioritize and address the delinquent accounts in the most efficient way possible. The second round of letters offering deferred payment plans have been sent to delinquent accounts with balances exceeding \$1,000.00 (21 accounts).

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Policy regarding estimates was discussed – new policy would be to discontinue service if customer receives 2 estimated bills in a row and does not contact the Authority so it can be investigated. This policy would address the ongoing problem with accounts that have several quarters with estimated bills.

AUDITOR

Robert McNinch discussed the following:

Discussion held on 2022 Budget. The Budget will be introduced in December.

Rate considerations will be presented at the next meeting.

Cash flows are tight and are continuing to be monitored. Account receivables were approximately \$600,000 in September and were reduced to \$500,000 in October; however, the average around this time is usually \$300,000.

LICENSED OPERATOR

Robert De Block submitted report, which is on file and discussed the following items:

The Authority needs to complete an Operational Evaluation regarding TTHMs by December 22, 2021.

Additional flushing has been discussed with the operational staff for James Court and they have doubled the manual flushing at that location. Staff has collected an additional sample for TTHM at the hydrant closest to 555 Preakness to determine if the high TTHMs are a result of the low usage in the building or the main that services the building.

Lead and copper sampling for the compliance period of 1/1/2019 – 12/31/2021 was completed. A copy of an example consumer sample tap letter is attached for your review. The 90% for lead was 1.65 ug/L (the Action Level is 15 ug/L). The 90% for copper was 0.07 mg/L (the Action Level for copper is 1.3 mg/L). The staff will continue to obtain ongoing materials evaluations for specific locations each time the Authority staff access a meter. The Chairman thanked all of the Lead and Copper sampling participants for their involvement, which is essential to this process.

• REVIEW OF MINUTES

Motion by Flach seconded by Chowdhury to approve Minutes for August 9, 2021.

YES: D’Ambrosio, Chowdhury, Flach

ABSTAIN: Moczo

NO: -0-

Motion by Moczo seconded by Flach to approve Minutes for September 13, 2021.

YES: D’Ambrosio, Flach, Moczo

ABSTAIN: Chowdhury

NO: -0-

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• **CORRESPONDENCE**

1. Public Notification/550 Belmont Ave., Haledon
2. NJDEP 2021 Make-Up Drinking Water Proficiency Test Study
3. AWWA New Jersey Correspondence

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**

OPERATIONS COMMITTEE- Commissioner Flach advised that the Committee continues to focus on nonrevenue water matters; however, an additional focus has been on the North Haledon residents well contamination and providing whatever support to the community that we can.

• **OLD BUSINESS**

1. ARCADIS/Professional Engineering Services Heights Tank Improvements-On Hold.

• **NEW BUSINESS**

1. Estimated Billing/Shut Off Notice-Discussed under Attorney Report.
2. 25 Kossuth Street Billing Issue Discussed-The Authority will wait to determine the next two billing cycles in order to process the credit.

• **PUBLIC COMMENT**

Motion made by Flach seconded by Chowdhury 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

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RESOLUTIONS TO BE PASSED BY CONSENT

- 2021-26 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED OCTOBER 18, 2021**
- 2021-27 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED OCTOBER 18, 2021**
- 2021-28 AUTHORIZATION TO EXECUTE THE AGREEMENT AND RELATED DOCUMENTS TO OBTAIN THE GRANT FOR NEW JERSEY’S CLEAN ENERGY PROGRAM ENTITLED “ACOUSTICAL TESTING PILOT PROGRAM”**

Motion by Moczo seconded by Chowdhury to pass Resolutions by Consent.
YES: D’ Ambrosio, Chowdhury, Flach, 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:

A. CONTRACT NEGOTIATIONS

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

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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: 8:38PM

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

YES: D' Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

TIME: 9:08PM

Motion by Flach seconded by Moczo to reconvene the regular meeting

YES: D' Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

TIME 9:09PM

• MEETING ADJOURNED

Motion by Moczo seconded by Flach to adjourn meeting.

YES: D' Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

Respectfully Submitted,
Denise Wahad,
Recording Secretary

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