

**MANCHESTER UTILITIES AUTHORITY  
MONTHLY MEETING SEPTEMBER 19, 2022  
CONDUCTED REMOTELY VIA ZOOM CONFERENCING  
7:30 P.M.**

**TIME: 7:34PM**

**• 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 18, 2022 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 18, 2022 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.

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](http://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](http://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**

Present: D'Ambrosio, Moczo, Flach

Absent: Van Sickle, Chowdhury

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

**• REPORTS AND DISCUSSION**

**CHAIRMAN**

Victor D'Ambrosio discussed the following items:

He deferred to the professionals on the following updates: NJDEP update on North Haledon PFAs contamination and Non-Revenue Water efforts.

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The Billing Clerk will be back on Friday.

The next meeting date may have to be postponed in the event that there is no quorum since he will be unable to attend.

The State requires that the following Notice be read into the Minutes of this Meeting:

**PLEASE TAKE NOTICE that there is important information regarding: COVID-19 PANDEMIC RATEPAYER RELIEF MEASURES**

*This notice announces an outline of the relief measures for residential ratepayers experiencing economic hardship during the COVID-19 pandemic.*

**INSTALLMENT PLAN AVAILABILITY**

BE ADVISED that State law requires residential customers to be offered an installment plan for any water arrearages accruing between March 9, 2020 and March 15, 2022.

**LATE FEES, CHARGES AND PENALTIES**

BE ADVISED that state law prohibits local governments from charging residential customers interest, fees, or charges for late payment of water charges accruing between March 9, 2020 and March 15, 2022 until after March 15, 2022 at which time interest and penalties may begin to accrue.

**BILL ASSISTANCE AND ARREARAGE FORGIVENESS PROGRAMS**

The application period for the New Jersey Department of Community Affairs' Low Income Water Assistance Program (LIHWAP) is now open. This federally funded program will provide financial assistance to low-income households to reduce the balances on their residential water and sewer bills.

People can apply online through the DCAid application portal at <https://njdca-housing.dynamics365portals.us/en-US/dcaid-services/>. Those without computer or internet access can call 1-800-510-3102.

*Please review this special Notice in its entirety at our website at [www.muawater.net](http://www.muawater.net) or contact Water Billing Clerk, Rama Jamoukha, by calling her at (973) 942-6538 extension 2 or emailing her at [rjamoukha@haledonboronj.com](mailto:rjamoukha@haledonboronj.com) for additional information.*

**ENGINEER**

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

No action items for this month.

Grant Application for Acoustical Testing Pilot Program-NWT has submitted the August monthly leak detection report to Arcadis and Arcadis has provided the operators with a priority list of leaks to repair. There were 4 hydrant leaks, one suspected service leak and 2 main leaks identified. PVWC communication about energy data has been requested but hasn't been received yet.

Facilities-794 High Mountain Road meter resolution accuracy review and confirmed corrections. A Payment Plan was prepared.

Homeowner at 22 Cook Street has completed the service line repair.

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There is a NJDEP meeting to discuss PFAs funding with Holland Christian Homes on September 23, 2022.

Non-Revenue Water-Analysis of data along with working with the Billing Clerk to identify meter issues continues. The annual rolling average of NRW is at 25%.

**ATTORNEY**

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

Contracts-The finalized License Agreement with the Borough of North Haledon for the police communications tower was executed by all parties along with the Resolutions.

Development Projects-The Deeds of Easement for the 920 Belmont Avenue project were signed by the Chairman and send to the Developer for filing.

Delinquent Accounts-Work is continuing with the Billing Clerk to address the delinquent accounts in the most efficient way possible.

**AUDITOR**

Robert McNinch discussed the following items:

Budget- The 2022 Budget items were discussed. Revenues have been in line with projections; however, some costs are considerably higher, such as emergent repairs.

The 2023 Budget was discussed. The Annual Debt Service payment of \$243,000 will be removed in 2023, which can be used to stablished rates and assist with a surplus.

Cash Management-As has been the trend, cash flows are down and cash receivables are much higher than in past years.

**LICENSED OPERATOR**

Robert De Block discussed the following items:

Reports-The Annual Consumer Confidence Report certification has been submitted to the NJDEP. The Emergency Response Plan and Assessment have been updated and certifications submitted to the USEAP.

TTHM-The Locational Running Annual Average (LRAA) for the TTHM at the James Court sampling location was in compliance for the Third Quarter. All other sampling locations were also in compliance.

Non-Revenue Water-A repair is being coordinated for the 12 inch man near the High Service Reservoir. Once the repair is completed, the interconnections will be tested. The testing will take approximately four weeks.

Lead and Copper- Residents have been identified as having a partial galvanized service and notified of this condition via certified mail. Residents feedback has been requested as to their intentions for replacement. Work continues on updated the Lead Service Line Inventory.

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**• REVIEW OF MINUTES**

Motion by Moczo seconded by Flach to approve the Minutes and Executive Minutes for August 8, 2022.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN:-0-

NO: -0-

**• CORRESPONDENCE**

1. NJDEP/Notice of Open Public Comment Period Clean Water Revolving Fund
2. Haledon Board of Adjustment/357 West Clinton Street
3. NH Planning Board/175 Oakwood Ave & 16 Weber Ct.
4. Wyckoff Notice/172 Wayfair Circle
5. North Haledon Planning Board/35 Chalmers Avenue
6. 27 Jasper Street/Meter

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

YES: D'Ambrosio, Flach, Moczo

ABSTAIN:-0-

NO: -0-

**• COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE-Commissioner Flach advised that the next meeting date is September 28, 2022.

**• OLD BUSINESS**

1. 3 Woodside Ave., Haledon/ Request for Reimbursement-Completed
2. Water Bill Dispute/Account /909 Belmont Avenue, North Haledon-Chairman will follow up with Billing Clerk
3. ARCADIS/Professional Engineering Services Heights Tank Improvements-Held over due to financing

**• NEW BUSINESS**

1. Purchase of Mud Plugs for Valve Boxes-cost of \$1,342.00-Discussion held
2. Badger Meter/Order Meter Tops-Discussion held
3. Water Bill Dispute/554 West Broadway, Haledon-Discussion held
4. Water Connection Application/31 Richard Street, North Haledon-under review
5. Water Connection Application/38 Richard Street, North Haledon-under review
6. Water Connection Application/39 Richard Street, North Haledon-under review

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Motion by Flach seconded by Moczo to Approve Badger Meter Quote #3396912 not to exceed \$6,523.20 and Badger Meter Quote #3401386 not to exceed \$7,353.20.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN:-0-

NO: -0-

Motion by Flach seconded by Moczo to Approve Campbell Materials Price Quote # 1049141 not to exceed \$1,342.00.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN:-0-

NO: -0-

**• PUBLIC COMMENT**

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

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

*No Public Present*

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

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

**RESOLUTIONS TO BE PASSED BY CONSENT**

**2022-28      AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED SEPTEMBER 19, 2022**

**2022-29      AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED SEPTEMBER 19, 2022 -RELEASE 920 BELMONT PERFORMANCE BOND**

**2022-30      AUTHORIZATION APPROVING AS AN EMERGENCY PURCHASE WITHOUT COMPETITIVE QUOTES-NJ DEP NOTICES**

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Motion by Moczo seconded by Flach to pass the Resolutions by Consent.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

**TIME 8:55PM**

**• MEETING ADJOURNED**

Motion by Moczo seconded by Flach to adjourn meeting.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,  
Denise Wahad, Recording Secretary