

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING FEBRUARY 13, 2023
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:32PM

• MEETING CALLED TO ORDER – OPEN PUBLIC MEETING NOTICE READ

STATEMENT OF PUBLIC NOTICE-TAKE NOTICE that adequate notice of this meeting has been provided in accordance with N.J.S.A. 10:4-8 and N.J.S.A. 10:4-10 as follows: A notice of the meeting was prominently posted on the bulletin board at the Haledon Municipal Building, located at 510 Belmont Avenue, Haledon, NJ on February 18, 2022. A copy of the Annual Meeting Notice was advertised on February 18, 2022 in the North Jersey Herald News and The Record.

A LINK AND A TELEPHONE NUMBER TO JOIN THE MEETING VIRUTALLY CAN BE ACCESSED ON THE MUA WEBSITE AT WWW.MUAWATER.NET. ELECTRONIC PROVISIONS HAVE BEEN ESTABLISHED FOR THE PUBLIC TO PARTICIPATE DURING THE PUBLIC COMMENT PORTION OF THE MEETING.

Formal Action will be taken.

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, Flach, Alfano, Smith, Moczo arrived 7:40PM

Absent: Chowdhury

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

ELECTION OF OFFICERS

*The attorney managed this portion of the meeting.

Motion to nominate and elect Victor D'Ambrosio as Chairman of the Authority by Flach seconded by Alfano.

YES: Flach, Alfano, Smith

ABSTAIN: D'Ambrosio

NO: -0-

*At this time, the meeting was administered by the new Chairman.

Motion to nominate and elect Dewan Chowdhury as Vice-Chairman of the Authority by Flach seconded by Moczo.

YES: D'Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

NO: -0-

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Motion to nominate and elect Carlos Moczo as Treasurer and Certifying Finance Officer of the Authority by Flach seconded by Alfano.

YES: D'Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

NO: -0-

Motion to nominate and elect Geraldine Flach as Secretary of the Authority by Moczo seconded by Alfano.

YES: D'Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

NO: -0-

**2023-06 QUALIFICATION OF THE RESPONSES RECEIVED FOR ITS
REQUEST FOR QUALIFIED PROFESSIONALS AND APPOINTMENT
OF THE MANCHESTER UTILITIES AUTHORITY PROFESSIONALS
FOR THE 2023 TERM**

Motion by Flach seconded by Alfano to pass the Resolution 2023-06.

YES: D'Ambrosio, Flach, Alfano

ABSTAIN: Smith

NO: -0-

ADMINISTRATIVE RESOLUTIONS TO BE PASSED BY CONSENT

**2023-07 ADOPTION OF THE OFFICIAL DEPOSITORIES OF MANCHESTER
UTILITIES AUTHORITY FOR 2023**

**2023-08 DESIGNATING DENISE WAHAD AS THE ASSISTANT SECRETARY
AND CUSTODIAN OF RECORDS FOR THE MANCHESTER UTILITIES
AUTHORITY**

**2023-09 ADOPTION OF THE MEETING DATES OF THE MANCHESTER
UTILITIES AUTHORITY**

**2023-10 ADOPTION OF THE OFFICIAL NEWSPAPERS FOR
THE MANCHESTER UTILITIES AUTHORITY FOR 2023**

**2023-11 ADOPTION OF THE OFFICIAL SIGNATORIES OF THE
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2023-12 AUTHORIZATION TO ADOPT A CASH MANAGEMENT PLAN

Motion by Moczo seconded by Alfano to pass the Resolutions 2023-07 through 2023-12 by Consent.

YES: D'Ambrosio, Moczo, Flach, Alfano

ABSTAIN: Smith

NO: -0-

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following:

Thanked the Commissioners for electing him to the Chairman's position. It is a pleasure to serve. He welcomed the new Commissioner, Anthony Smith to the MUA and offered the address any questions that he may have.

He confirmed that Commissioner Van Sickle resigned from his position. He thanked former Commissioner Van Sickle for his many years of service to the MUA, for his decades of public service in many different capacities and wished him well in his future endeavors.

Non-revenue water continues to be the MUA's biggest challenge. The MUA has made this issue a focus over the past few years by implementing various programs and resources and it will continue to do so in 2023.

PFAs issue was overviewed for the newest Commissioners.

TTHM levels are compliant.

There has been a Quickbooks switch to the online version of the software. The bookkeeper has made the MUA of some conversion difficulties; however, there are options to address the concerns. There are various quotes within the package to address, including, Garcia Construction for hydrant work and Badger meter for a back-up billing tablet.

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.

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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 or contact Water Billing Clerk, Rama Jamoukha, by calling her at (973) 942-6538 extension 2 or emailing her at rjamoukha@haledonboronj.com for additional information.

ENGINEER

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

Action Items: John Garcia quote was discussed. The quote is to complete 16 hydrant flow tests using the allowance under the Hydrant and Valve Exercising Program Contract.

The Arcadis proposal of February 13, 2023 for Planning, I-Bank Funding, Design, Permitting and Construction Administration Services will be held until next month's meeting.

Approval was recommended for the new service application at 66 Pompton Road with conditions.

Operations: The Acoustical Testing Pilot Program is proceeding. One new leak was identified in January. The current list of leaks to be addressed are as follows: 4 hydrant leaks; 1 main leak and 4 service leaks.

Water Quality: Arcadis is working with the Licensed Operator to monitor THMM levels at both James Court and Preakness Avenue. The Heights Tank Improvements Project will reduce THMMs and has been approved for I-Bank funding. Arcadis is working with the Licensed Operator to identify lead service connections. I-Bank funding is being pursued to finance the costs of the investigation and inspections.

No update from the State on the PFAs investigation.

Facilities: The investigation of a possible unknown interconnection with PVWC has started. HAL2 was opened on January 16 by PVWC and is still open. No flow was measured at that location. Additional field investigations are being conducted next week to identify valve positions in preparation for meeting PVWC in the field to conduct a joint evaluation of the PVWC/MUA interconnections.

ATTORNEY

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

Low Income Household Water Assistance Program (LIHWAP) Agreements: As of this date, the State has advised that two (2) of the approximately sixteen (16) customers have qualified for relief. The staff followed up this week on the status of the final list. The state representative advised that they are working on the final list and once that is done, payments will be sent out.

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Holland Christian Homes Water Service Connection Project: HCH is unwilling to sign the Agreement as drafted last month. Since this is a contract negotiation matter, it will be discussed further in Executive Session.

Maintenance Construction and Emergency Repair Contract Award: The bid submission was reviewed, and a Legal Opinion has been submitted concerning the contract award.

Delinquent Accounts: Work is continuing in addressing these in the most efficient way possible.

AUDITOR

Robert McNinch did not attend meeting.

LICENSED OPERATOR

Robert De Block discussed the following items:

Operations: DPS Pump completed the emergency re-piping of the 4” discharge piping and 2 1/2” regulator on January 24.

The Operator worked with staff to install a new compressor for the Reservoir Road Pump Station.

TTHM: NJDEP acknowledged that the violation notice was sent in error and confirmed compliance on February 7. First Quarter samples were collected and results are pending. The staff is continuing to adjust flushing schedules based on chlorine residual results to maintain water quality.

Non-Revenue Water: Inspections of the MUA owned interconnection valves is scheduled for Wednesday. Onsite review of all interconnections with PVWC staff is scheduled for the week of February 27.

Lead & Copper: Work is continuing to pursue funding options for the investigation and remediation.

- **REVIEW OF MINUTES:** Minutes for October 17, 2022 -Held Over due to lack of quorum. Motion by Flach seconded by Alfano to approve the Minutes for November 14, 2022.
YES: D’Ambrosio, Moczo, Flach
ABSTAIN: Alfano, Smith
NO: -0-

Motion by Flach seconded by Alfano to approve the Minutes for December 12, 2022.
YES: D’Ambrosio, Moczo, Flach
ABSTAIN: Alfano, Smith
NO: -0-

Motion by Flach seconded by Alfano to approve the Minutes for January 17, 2023.
YES: D’Ambrosio, Flach, Alfano
ABSTAIN: Smith
NO: -0-

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- **COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE-Next meeting scheduled for March 1, 2023.

- **CORRESPONDENCE**

1. 296 & 304 Squaw Brook Road/ Applications for Freshwater Wetlands
2. NH Zoning Board/11 Schnell Court, North Haledon
3. NJDEP Correspondence

Motion made by Moczo seconded by Flach to accept and file correspondence.

YES: D'Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

NO: -0-

- **OLD BUSINESS**

1. Price Quote/Additional Tablet-Held based upon availability of funds and discussion.
2. Water Connection Application/66 Pompton Road, Haledon-Discussed in Engineer Report.
3. Water Connection Application/HCH-151 Graham Ave., North Haledon-Discussed in Executive Session.
4. 27 Jasper Street, Haledon/Investigate Location of Meter-Under Review.
5. Water Bill Dispute/25 Venna Ave. North Haledon-Under Review.
6. Water Bill Dispute/554 West Broadway, Haledon-Under Review.
7. ARCADIS/Professional Engineering Services Heights Tank Improvements-Held for review at next meeting.

- **NEW BUSINESS**

1. Water Bill Dispute Correspondence/Account # 85-0-Referred to attorney for response.

- **PUBLIC COMMENT**

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

YES: D'Ambrosio, Flach, Moczo, Alfano, Smith

ABSTAIN:

NO: -0-

No Public Present

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

YES: D'Ambrosio, Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0

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RESOLUTIONS TO BE PASSED BY CONSENT

2023-13 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED FEBRUARY 13, 2023

2023-14 AUTHORIZATION TO APPROVE WATER CONNECTION APPLICATION FOR 66 POMPTON ROAD, HALEDON SUBJECT TO CONDITIONS

Motion by Flach seconded by Moczo to amend and add Resolution 2023-14 entitled **“AUTHORIZATION TO APPROVE WATER CONNECTION APPLICATION FOR 66 POMPTON ROAD, HALEDON SUBJECT TO CONDITIONS.”**

YES: D’Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

NO: -0-

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

YES: D’Ambrosio, Flach, Moczo, Alfano

ABSTAIN: Smith

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-Holland Christian Homes Water Service Agreement

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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

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: 8:50PM

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

YES: D'Ambrosio, Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0-

TIME: 9:55PM

Motion by Moczo seconded by Flach to reconvene the regular meeting.

YES: D'Ambrosio, Flach, Moczo, Alfano, Smith

ABSTAIN: Smith

NO: -0-

TIME: 9:56PM

• MEETING ADJOURNED

Motion by Moczo seconded by Alfano to adjourn meeting.

YES: D'Ambrosio, Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad, Recording Secretary