

**MANCHESTER UTILITIES AUTHORITY  
MONTHLY MEETING APRIL 10, 2023  
CONDUCTED REMOTELY VIA ZOOM CONFERENCING  
7:30 P.M.**

**TIME: 7:31PM**

**• 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 17, 2023. A copy of the Annual Meeting Notice was advertised on February 17, 2023 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](http://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: Flach, Alfano, Smith, Moczo (Arrived 7:40pm)

Absent: D'Ambrosio, Chowdhury

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

Commissioner Flach presided over the Meeting due to the absences of the Chairman and Vice-Chairman.

**• REPORTS AND DISCUSSION**

**CHAIRMAN**

Victor D'Ambrosio did not attend the meeting and no report was submitted.

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.*

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**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.*

Need help paying your water and sewer bills? The State LIHWAP program can help! To apply, go to [waterassistance.nj.gov](http://waterassistance.nj.gov) or call NJ211.

**ENGINEER**

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

**Action Items:** Recommended the following: Approval of MUA/HCH Agreement; Approval of HCH New Service Connection Application; Approval of Arcadis proposal for Engineering Services for the HCH Water Main Extension Project; and 920 Belmont letter concerning revised irrigation service connection fee amount.

**Acoustical Testing Pilot Program:** NWT has completed the monthly leak detection program. Arcadis is preparing the 4<sup>th</sup> Quarterly Report and Final Program Report for filing with the BPU.

**Water Quality:** The MUA has received funding approval for the Heights Tank Project, which will enhance water quality. The MUA is considering combining this project with the Hight Service Reservoir Pump Station Replacement Project which has also recently received funding approval. Arcadis is preparing documents needed to get the Lead Service Piping Investigation and Remediation Project on the NJDEP I-Bank Funding List. If approved, this project could also be combined with the other approved projects.

Identification of lead service connections continues by Arcadis and the Licensed Operator.

**Facilities:** Investigation of unknown interconnections with PVWC started the week of March 27<sup>th</sup>. All parties conducted the field investigation and one 6-inch unmetered interconnection was found. This interconnection does not appear to be the primary source of Non-Revenue Water. Additional data is being collected and additional field work is scheduled for the week of April 10<sup>th</sup>.

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**ATTORNEY**

Casey Cordes submitted report, which is on file and discussed the following items:  
Resolutions have been prepared and submitted for consideration approving the HCH New Service Connection; HCH Agreement and Arcadis Contract Proposal.

**AUDITOR**

Robert McNinch discussed the following items:  
The 2022 Audit is being finalized. The 2022 Budget challenges were discussed. The review of the 2022 Audit will be done at next month's meeting.

**LICENSED OPERATOR**

Robert De Block discussed the following items:  
Facilities: The new compressor at Reservoir Road Pump Station failed. The Licensed Operator worked with staff to install a backup compressor.  
The Annual Capital Improvement Report is due on April 19<sup>th</sup>. The Licensed Operator and Arcadis are finalizing and will submit electronically to the NJDEP.  
TTHM: Flushing schedules are continuing to be adjusted based on chlorine residual results to maintain water quality. With changing water temperature and usage, the Licensed Operator is completing additional onsite inspections and testing.  
Non-Revenue Water: Efforts to identify potential sources of non-revenue water continue. On March 24<sup>th</sup> the MUA representatives met with PVWC staff to review interconnections. One unmetered interconnection was found to be open on Burhans Avenue. Shutdown of the interconnection was coordinated with PVWC and MUA staff on March 27<sup>th</sup>. Initial results indicated limited improvement in the non-revenue water numbers. Additional investigation of other potential unmetered interconnections is scheduled for April 17<sup>th</sup>.  
Spring Hydrant Flushing is starting on April 17<sup>th</sup> and will continue for approximately 4-5 weeks. New Quote to purchase hydrants was discussed. The purchase is necessary to comply with the Water Quality Assurance Act.

- **REVIEW OF MINUTES: HELD OVER DUE TO LACK OF QUORUM TO PASS.**
- **COMMITTEE REPORTS AND DISCUSSION**
  - OPERATIONS COMMITTEE-Next meeting scheduled for May 3, 2023.
  - Commissioner Flach advised that the focus continues to be non-revenue water; hydrants; and the Holland Christian Homes connection.
- **CORRESPONDENCE**
  1. NJDEP Laboratory Certification Program

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

YES: Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0-

• **OLD BUSINESS**

1. Water Connection Application/HCH-151 Graham Ave., North Haledon-Discussed in Engineer & Attorney Reports.
2. 102 Lee Ave., Haledon/Leak Letter-sent March 23, 2023
3. 27 Jasper Street, Haledon/Investigate Location of Meter-Time Extension Request
4. Water Bill Dispute/25 Venna Ave. North Haledon-Letter to be sent.
5. ARCADIS/Professional Engineering Services Heights Tank Improvements-Held over

• **NEW BUSINESS**

1. Irrigation Service Connection Fee Adjustment/920 Belmont Ave., NH
2. Price Quote/Fire Hydrants – Discussed in Licensed Operator Report.
3. NJDEP/2023 Initial Drinking Water Proficiency Test Study

• **PUBLIC COMMENT**

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

YES: Flach, Moczo, Alfano, Smith

ABSTAIN:

NO: -0-

*Steve Colon  
27 Jasper Street  
Haledon, NJ 07508*

*Mr. Colon is in receipt of a letter from MUA changing the location of the water service line and meter. He is requesting more information and an extension to make necessary repairs.*

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

YES: Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0

• **COMMISSIONER RESPONSE**

The Licensed Operator and Engineer explained the process that the homeowner needs to follow. They will follow up directly with the homeowner to discuss further.

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**RESOLUTIONS TO BE PASSED BY CONSENT**

- 2023-18      AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED APRIL 10, 2023**
- 2023-19      APPROVAL OF ARCADIS PROFESSIONAL ENGINEERING SERVICES IN ACCORDANCE WITH ITS PROPOSAL FOR ENGINEERING SERVICES RELATED TO THE HOLLAND CHRISTIAN HOME WATER MAIN EXTENSION PROJECT**
- 2023-20      APPROVAL OF AND AUTHORIZATION TO EXECUTE A NEW WATER CONNECTION SERVICE AGREEMENT BETWEEN THE MANCHESTER UTILITIES AUTHORITY AND HOLLAND CHRISTIAN HOME**
- 2023-21      AUTHORIZATION TO APPROVE WATER CONNECTION APPLICATION FOR 151 GRAHM AVE, NORTH HALEDON SUBJECT TO CONDITIONS**

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

YES: Flach, Moczo, Alfano, Smith

ABSTAIN:

NO: -0-

Motion by Moczo seconded by Alfano to approve placing an order for a total of eight (8) Fire Hydrants with lowest and most responsible quote.

YES: Flach, Moczo, Alfano, Smith

ABSTAIN:

NO: -0-

**TIME: 8:29PM**

**• MEETING ADJOURNED**

Motion by Moczo seconded by Alfano to adjourn.

YES: Flach, Moczo, Alfano, Smith

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

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Denise Wahad, Recording Secretary