

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING AUGUST 8, 2022
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:33PM

• 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) 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

Present: D'Ambrosio, Chowdhury, Moczo, Flach

Absent: Van Sickle

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 for updates on the following: PFAs investigation update; TTHMs reporting; North Haledon Tower Agreement & 33 Sicomac.

He has many letters to finalize dealing with billing matters.

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A Public Notice was received concerning the Molly Ann Brook; however, it does not affect MUA operations.

There was a request for a curb box repair reimbursement, which was discussed.

920 Belmont project has been completed subject to the connection fee review.

There was a request for hydrant replacement.

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 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:

22 Cook Street – Approve and issue water shut off notice.

920 Belmont – Project As-Built and Site Survey are being submitted signed and sealed with closeout document from NJDEP. Approve Resolution to Accept improvements, Release Performance Bond, and Establish Maintenance Bond.

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Acoustical Testing Pilot Program: Northeast Water Technology (NWT) has submitted the July monthly leak detection report to Arcadis and Arcadis has provided the MUA staff with a priority list of leaks to repair. Many of the repairs involve fire hydrants and are being addressed.

Water Quality: Arcadis is working with the Licensed Operator to evaluate measures to be taken to reduce elevated THMM levels at both James Court and Preakness Avenue and have evaluated where in the distribution system the THMMs are being generated. The Technical Memorandum that was issued evaluates the generation of the THMMs for Preakness Avenue and outlines proposed additional long term infrastructure improvements to the Heights Tank. Relative to James Court the automatic flusher has been installed and the Licensed Operator has been discussing changes to the flushing times and durations to optimize its operation to maintain chlorine residual levels that are indicators of water age and THMM concentration.

PFA's Investigation: No updated has been provided from NJDEP.

ATTORNEY

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

License Agreement with North Haledon (Police Communications Tower): The Agreement was discussed and a revised version shall be provided to counsel for North Haledon upon the Board's approval.

920 Belmont Project: A Resolution was prepared for the Board's consideration. The Developer must provide the Deeds of Easement needed for this property. The recommendation is that the approval be subject to the Developer providing these documents.

Delinquent Accounts: Work is continuing to prioritize and address the account in the most efficient way possible.

AUDITOR

Robert McNinch discussed the following items:

2023 Budget: Preliminary plans are ongoing. Most items on the 2022 Budget are in line with the projections. The Non-Revenue Water number has been reduced to 25% (which equates to approximately \$350,000 in lost revenue); however, efforts must continue to reduce this percentage. The 2011 Water Bond payment of \$230,000 will be eliminated in 2023 since it was paid off this year.

Expenditures: The bookkeeper requested that the MUA purchase the online version of Quickbooks for accounting purposes. Discussion was held. A request was made purchase new fire hydrants and discussion held. Approval was given to purchase two hydrants at a total cost of approximately \$8,600.

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LICENSED OPERATOR

Robert De Block discussed the following items:

Water Quality Assurance Act (WQAA): Working towards repairing the hydrants that were identified by NWT. There have been supply chain issues; however, they should not be as much of an impact moving forward.

TTHMs: Sampling is being done next week.

Consumer Confidence Report (CCR): CCR was sent out.

Lead Service Inventory: Work is ongoing. Letters will be prepared and sent notifying homeowners who have galvanized services. Letters will also be prepared to homeowners requesting additional information at certain locations.

Non-Revenue Water: A letter is being sent to Passaic Valley Water Commission (PVWC) concerning the interconnection testing. If there is no response, there may be a way to test separately. The target date on this is September.

• REVIEW OF MINUTES

Motion by Moczo seconded by Chowdhury to approve the Minutes and Executive Minutes for July 25, 2022.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN:-0-

NO: -0-

• CORRESPONDENCE

1. NJDEP CORRESPONDENCE /Notice of Public Hearing-P Park NJ LLC

Motion by Moczo seconded by Chowdhury 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 next meeting date is August 24, 2022.

• OLD BUSINESS

1. Water Bill Dispute/Account /909 Belmont Avenue, NH-Waiting for information.
2. Water Usage from Hydrant/Charge & Fees-Referred to Operations Committee.
3. Borough of North Haledon Request/Tower-Discussed under Attorney Report.
4. ARCADIS/Professional Engineering Services Heights Tank Improvements-Held.

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• NEW BUSINESS

1. 3 Woodside Ave., Haledon/ Request for Reimbursement-Discussion held. An incorrect mark out was made so a repair was needed. Homeowner's Estimate appears high. Limit the credit to the costs that would have been incurred in the event that the MUA performed the work.

• PUBLIC COMMENT

Motion made by Flach seconded by Moczo 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-

RESOLUTIONS TO BE PASSED BY CONSENT

2022-25 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED AUGUST 8, 2022

2022-26 AUTHORIZATION AND ACCEPTANCE OF WATER SERVICE LINES SHOWN ON THE 920 BELMONT PROJECT AS-BUILTS AND SITE SURVEY

2022-27 APPROVAL OF AND AUTHORIZATION TO EXECUTE LICENSE AGREEMENT BETWEEN THE MANCHESTER UTILITIES AUTHORITY AND THE BOROUGH OF NORTH HALEDON

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

TIME 8:57PM

• MEETING ADJOURNED

Motion by Moczo seconded by Chowdhury to adjourn meeting.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,

Denise Wahad, Recording Secretary