

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING AUGUST 14, 2023
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:36 PM

• 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, 2023. A copy of the Annual Meeting Notice was advertised on February 17, 2023 in the North Jersey Herald News and The Record. The July 10, 2023 meeting of the MUA was cancelled due to the lack of quorum. According to the by-laws of the MUA, the meeting cannot be held without a quorum; therefore, the July meeting was rescheduled to July 24, 2023 at 7:30 PM. The rescheduled meeting date was properly noticed in accordance with the law.

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, Chowdhury, Flach

Absent: Smith, Mocz, Alfano

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio discussed the following items:

He deferred comments/inquiries on the following items to be covered in the professional reports:
Non-Revenue Water status; PVWC water usage investigation on recent invoice.

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

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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.

The State Low Income Household Water Assistance Program (LIHWAP) can help you pay arrears for your water and sewer bills. The program may also be able to help address tax liens due to water and sewer arrears. To get more information and apply, go to waterassistance.nj.gov or call NJ211.

ENGINEER

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

Acoustical Testing Pilot Program: Arcadis is preparing the Final Program Report and will distribute it to the Board for review upon completion.

Water Quality: Coordinating with Licensed Operator on identifying lead service connections. Arcadis prepared a Draft Lead Service Plan for the MUA's review and input. Investigating adding a lead service project to the approved Tank project for purposes of more favorable financing.

Non-Revenue Water: PVWC has put a temporary isolation valve on the 12-inch line at the Redwood Pump Station. Since then, there have been pressure complaints on the PVWC side. Waiting for additional data to assess the impact. The next step is investigation into the boundary areas of the system.

North Haledon PFAs Investigation: Arcadis is preparing a cost analysis as requested by the NJDEP.

Holland Christian Homes Project: Arcadis is hoping that a lower-level environmental assessment can be completed. The application for funding should be completed next week.

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ATTORNEY

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

OPRA: One request was received and timely processed this month.

Low Income Household Water Assistance Program (LIHWAP) Agreements: The State has confirmed that two (2) of the approximately sixteen (16) customers have qualified for relief. The State has implemented certain notification requirements concerning the program. Notifications have been posted on the website and delinquent bills. Denise has requested clarification concerning the need to send notifications to ALL customers; however, to date, the state representative has not responded. No response has been received from the State.

Delinquent Accounts:

Heights at Haledon Condo Association – The Association accepted the payment plan proposals with no further adjustment to the amount owed on the account. In addition, the Association asked that the irrigation accounts be closed. Arcadis and my firm are preparing a response to the request.

AUDITOR

Robert McNinch did not attend meeting.

LICENSED OPERATOR

Robert De Block discussed the following items:

Operations: The CCR Certification has been submitted to the NJDEP.

On August 1st and 2nd staff worked with MUA staff to ensure water supply while PVWC has working the Burhans Avenue Pump Station.

The 2019-2023 NJDEP Inspection Reports have been received and reviewed. The report referenced missing WQP Samples from June 2020 and a required Public Notification. However, the samples at issue were collected and reported to the NJDEP. The matter has been discussed with the Enforcement Officer and will be covered in a written response.

Quotes are being obtained for upgrades to the alarm system.

TTHM: Flushing schedules continue to be adjusted based on chlorine residual results to maintain water quality. Seasonal adjustments previously completed to the Heights Tank operation level continue to be evaluated for effectiveness. The James Court flusher was metered, and additional chlorine residual data was collected. Based on the data, there may be a slight reduction in the flushing duration.

Non-Revenue Water: The MUA has installed a new 12-inch valve on the MUA side of the interconnection on Granite Avenue. The MUA valve located at the Burhans and Haledon Avenue interconnection requires replacement.

Lead and Copper: New sampling locations will be needed for the scheduled June – September 2024 sampling. Several sites are expected to change. The locations will be developed before the end of this year. Communication with the sampling locations will begin in January 2024 to encourage participation.

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REVIEW OF MINUTES:

Motion made by Chowdhury seconded by Flach to approve the Minutes for July 24, 2023.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

- **COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE-Next meeting scheduled for September 6, 2023.

- **OLD BUSINESS**

1. Service Request/Account numbers 85-0, 109-1, 110-1-Discussed under Attorney Report
2. LIHWAP Language Requirements-Discussed under Attorney Report
3. 27 Jasper Street, Haledon-Time Extension Request-Follow-up letter to be sent
4. Water Bill Dispute/25 Venna Ave. North Haledon-PAID IN FULL
5. ARCADIS/Professional Engineering Services Heights Tank Improvements-on hold

- **NEW BUSINESS**

1. Water Connection Application/74 Lee Avenue, Haledon-Under Review
2. Draft Copy Lead Service Line Plan- Under Review

- **PUBLIC COMMENT**

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

No Public Present

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0

RESOLUTIONS TO BE PASSED BY CONSENT

**2023-28 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED AUGUST 14, 2023**

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

TIME: 8:23PM

• MEETING ADJOURNED

Motion by Flach seconded by Chowdhury to adjourn.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad, Recording Secretary