

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING DECEMBER 14, 2020
CONDUCTED ELECTRONICALLY VIA ZOOM CONFERENCING
7:30 P.M.**

ZOOM MEETING

TIME: 7:31 PM

• 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 has made the following changes to its Annual Meeting Notice and specifically to the scheduled meetings of Monday, December 14, 2020; Monday, January 11, 2021; and Monday, February 8, 2021. The meetings will begin at 7:30 p.m. The meetings will be held remotely, by means of communication equipment and services permitted pursuant to N.J.S.A. 10:4-8b. Formal Action will be taken.

The foregoing electronic public meetings are being conducted due to the current situation involving the COVID-19 virus and directives of State and County governments that restrict public gatherings and direct residents of New Jersey to stay at home.

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

ROLL CALL

Present: D'Ambrosio, Chowdhury, Flach

Absent: Van Sickle, Mocz

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

- **PUBLIC HEARING- 2021 CONNECTION FEE INCREASE
2021 RATE INCREASE
2021 BUDGET**

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

YES: D'Ambrosio, Chowdhury, Flach,

ABSTAIN: -0-

NO: -0-

No Member of the Public Appeared.

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **REPORTS AND DISCUSSION**

CHAIRMAN

Victor D'Ambrosio spoke on the following:

The MUA has struggled for two years to locate the source of the non-revenue water increases. All resources are being limited and focused on solving this problem; however, the 10% rate increase is necessary to meet 2021 Budget needs. Over the years the MUA has limited rate increase to 2% even when direct costs were exceeding that percentage. For example, PVWC annual rate increases were generally 5%. It was a difficult decision; however, the MUA must be fiscally responsible and the increase was the only way to meet the Budget costs. The rates are still more affordable than private companies and discounts are still available for qualifying senior citizens.

The deadline for Professional Requests for Qualifications is January 21, 2021.

The Interlocal Service Agreement was approved by the Borough of Haledon and is on the Agenda for approval by the MUA tonight.

Based upon the telemetry upgrades, the Verizon lease lines can be disconnected which will be a cost savings to the MUA.

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ENGINEER

Justin Mahon submitted report, which is on file and discussed the following items:

Focus has been on non-revenue water actions.

Recommendation to approve the Northeast Water Technologies proposal for \$7,750.00 to complete Phase 2 of leak detection work for the 383 pressure gradient.

Received the report from Northeast Water Technologies for Phase 1 of the leak detection work. Small leaks were identified and will be repaired by Garcia Construction.

Investigation is ongoing as to whether open valves have been allowing water flow back to the PVWC system.

DPW and Licensed Operator have confirmed that there are no leaking tanks or tank overflows.

Updated monthly summary of water usage and daily pumping station flows as tools to quantify and locate non-revenue water issues.

Weekly progress reports have been submitted to the Chairman.

ATTORNEY

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

The Interlocal Service Agreement status was reported on by the Chairman.

The Public Notice for Requests for Qualifications has been prepared and is on the Agenda for approval by the MUA tonight.

AUDITOR

Robert McNinch discussed the following:

The rate increase was reported on by the Chairman.

The 2021 Connection Fee increase of \$4,004.00 is calculated by statute. The amount is still lower than the majority of water authorities.

The 2021 Budget is \$3,258,000.00. He recommends introducing the Budget tonight. Then it will be submitted for Local Finance Board approval. Once it is approved, it can thereafter be adopted by the MUA.

The Debt Service payment is being monitored. He will follow up with Denise as the due date approaches.

LICENSED OPERATOR

Robert De Block discussed the following items:

On December 5 there was a water main break on Willie Street. Garcia Construction was mobilized by the DPW. A controlled shut down was necessary to complete the repairs.

They are continuing to work with PVWC on valve closures and meter readings irregularities.

Recommendation was made to purchase the vacuum since it is needed for the Phase 2 leak detection work.

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• **REVIEW OF MINUTES:**

Motion made by Chowdhury seconded by Flach to approve Minutes and Executive Minutes for November 9, 2020.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **CORRESPONDENCE**

1. NJTPA D2 Roundabout-North Haledon Ave. & Manchester Ave., No. Haledon
2. NJDEP/MUA Heights Tank Rehabilitation
3. ARCADIS/Quarterly Progress Report 2020Q2
4. NJDEP/Water Main Extension Permit dated Nov. 25, 2020-920 Belmont Ave., No. Haledon

Motion made by Chowdhury seconded by Flach to Accept and File Correspondence.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **COMMITTEE REPORTS AND DISCUSSION**

1. OPERATIONS COMMITTEE- Commissioner Flach explained that the Committee's focus has been on leak detection efforts. Next meeting date is January 6.

• **OLD BUSINESS**

1. ARCADIS/Professional Engineering Services Heights Tank Improvements- On Hold.
2. Vacuum Price Quotes – Discussion held

Motion made by Chowdhury seconded by Flach to approve purchase of Valve Vacuum from E.H. Wachs in the amount of \$17,441.57.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **NEW BUSINESS**

1. Request for 2021 Professional Services-Discussed under Attorney Report.

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2. Water Leak Detection Program/383 Pressure Zone 2021- Discussed under Engineer Report.

• **PUBLIC COMMENT**

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

No Member of the Public Appeared.

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None.

RESOLUTIONS TO BE PASSED BY CONSENT

- 2020-42 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED DECEMBER 14, 2020**
- 2020-43 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED DECEMBER 14, 2020**
- 2020-44 LATE INTRODUCTION OF THE 2021 BUDGET**
- 2020-45 APPROVAL OF 2021 (2021-2022) AUTHORITY BUDGET**
- 2020-46 INTRODUCTION AND ADOPTION OF THE 2021 CONNECTION FEE**
- 2020-47 INTRODUCTION AND ADOPTION OF 2021 RATE INCREASE**
- 2020-48 AUTHORIZATION TO ADVERTISE THE 2021 REQUEST FOR QUALIFICATIONS**

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2020-49 ADOPTION OF REMOTE MEETING PROCEDURES

**2020-50 APPROVAL OF PROPOSAL FROM NEW TECH NORTHEAST WATER
TECHNOLOGIES FOR LEAK DETECTION PHASE 2 WORK IN AN
AMOUNT NOT TO EXCEED \$7,750**

Motion made by Chowdhury seconded by Flach to amend Resolution 2020-45 to read
“**APPROVAL OF 2021 (2021-2022) AUTHORITY BUDGET** and to add Resolution **2020-50**
entitled “**APPROVAL OF PROPOSAL FROM NEW TECH NORTHEAST WATER
TECHNOLOGIES FOR LEAK DETECTION PHASE 2 WORK IN AN AMOUNT NOT
TO EXCEED \$7,750.**”

YES: D’Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

Motion made by Flach seconded by Chowdhury to pass the Resolutions by Consent as Amended.

YES: D’Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

TIME: 8:41PM

•MEETING ADJOURNED

Motion by Chowdhury seconded by Flach to adjourn meeting.

YES: D’Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad, Recording Secretary

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