

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING DECEMBER 11, 2023
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:33 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.

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, Moczo

Absent: Smith

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio spoke on the following items:

He attended a Zoom meeting with Bond Counsel and the Engineer to discuss financing options for the Holland Christian Homes Water Main Extension Project. The professionals will provide an update.

PVWC has notified the MUA that the annual rate increase is six percent (6%).

The MUA's website has been experiencing some issues. The matter is being addressed.

An estimate was received for the portable automatic flusher that has been discussed at past meetings.

The professionals can update on the PFAS issue involving the private wells in North Haledon.

The State is requiring certain notifications for the low-income program. The professionals will provide an update.

The Resolution regarding the Emergency Procurement has been prepared for consideration.

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There is an issue with PVWC regarding the billing at the interconnections with the MUA that is being addressed.

**PLEASE TAKE NOTICE that there is important information regarding:
BILL ASSISTANCE AND ARREARAGE FORGIVENESS PROGRAMS**

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.

The application period for the New Jersey Department of Community Affairs' Low Income Water Assistance Program (LIHWAP) is currently closed. 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: Discussion held on the draft letter to PVWC regarding billing deductions for NRW until the unmetered flow back to PVWC is resolved.

Operations: Coordinating with Licensed Operator to identify lead service connections. Over 130 responses have been received from the survey sent to all customers and posted on the website.

Facilities: The Environmental Plan Document has been submitted to the I-Bank for review for the Holland Christian Home Water Main Extension Project. No comments have been received yet. Coordinating with Northeast Water Technology to see if the acoustical loggers can be used to detect unknown interconnections with PVWC.

A preliminary cost estimate is being prepared for all infrastructure improvements needed to provide water to the North Haledon residents with PFAS contamination of groundwater wells.

Management: The annual rolling average for non-revenue water has decreased slightly from 38% to 36% and waiting for latest PVWC billing to assess updated numbers.

ATTORNEY

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

The State has implemented changes to its Winter Termination Program and the notification requirements. The notification requirements are similar to those listed for the Low-Income Household Water Assistance program. The cost of the notification will be researched and an update will be provided at the next meeting.

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AUDITOR

Robert McNinch discussed the following items:

Reviewed and discussed 2024 Budget; Rate Increase and Connection Fee numbers.

After a lengthy discussion, a Rate Increase of 3.5% was agreed upon by the members.

LICENSED OPERATOR

Robert De Block discussed the following items:

The Cyber Security questionnaire was submitted on November 21, 2023.

The Annual WQAA Certification will be completed and available for signature by December 15.

TTHM Results for four quarter were collected and were in compliance with the Locational Annual Running Average of 80 ug/L.

The portable automatic hydrant flusher has been received.

*Commissioner Moczo lost internet connection at approximately 8:48PM.

REVIEW OF MINUTES:

Motion made by Flach seconded by Chowdhury to approve the Minutes and Executive Session for October 19, 2023.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

Motion made by Flach seconded by Chowdhury to approve the Minutes and Executive Session for November 13, 2023.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE-Next meeting scheduled for January 3, 2024.

• **CORRESPONDENCE**

1. Haledon Planning Board/490 Belmont Ave, Haledon

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **OLD BUSINESS**

1. 1040 High Mountain Road, NH/Dispute Letter-Under review.

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2. 225 Pompton Road/Water Bill Dispute-Under review.
3. Service Request/Account numbers 85-0, 109-1, 110-1-Settled and awaiting payment.
4. LIHWAP Language Requirements-Discussed under Attorney Report.
5. 27 Jasper Street, Haledon-Time Extension Request-Needs follow-up.
6. ARCADIS/Professional Engineering Services Heights Tank Improvements-Under review.

• **NEW BUSINESS**

1. PVWC Correspondence/Rate Increase-Discussed under the Chairman and Auditor Reports.
2. EMR Power Systems, LLC/Generator Maintenance Estimate-Discussed.
3. Portable Auto Flushing Hydrant Price Quote-Discussed.
4. Go Organic Vegetation/2024 Season Service-Discussed.

Motion made by Chowdhury seconded by Flach to Approve the following expenses, subject to availability of funds: EMR Generator Maintenance Estimate, Portable Auto Flushing Hydrant Price Quote and Renewal of Go Organic Vegetation 2024 Services Quote.

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

• **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

**2023-34 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED DECEMBER 11,
2023**

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**2023-35 RATIFICATION OF THE EMERGENCY DECLARATION
TO PROCURE AND PURCHASE PRINTING SERVICES
FOR PUBLIC NOTIFICATIONS**

**2023-36 INTRODUCTION OF THE 2024 BUDGET, RATE INCREASE,
CONNECTION FEE, ADVERTISE RFQ's AND RESCHEDULE
JANUARY MEETING**

Motion by Flach seconded by Chowdhury to amend the Resolutions to add **RESOLUTION 2023-36** entitled **“INTRODUCTION OF THE 2024 BUDGET, RATE INCREASE, AND CONNECTION FEE.”**

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

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

YES: D'Ambrosio, Chowdhury, Flach

ABSTAIN: -0-

NO: -0-

TIME: 9:14PM

• 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