

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING JULY 25, 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. *A Notice of Revised Meeting Information was advertised on July 21, 2022 indicating that the July 11, 2022 meeting of the MUA was cancelled due to the lack of quorum and that meeting was rescheduled to July 25, 2022 at 7:30 p.m.* 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 arrived at 8:00PM

Absent: Van Sickle

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:

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He deferred to the professionals for updates on the following items: James Court TTHM issues; Non-revenue water measures; Various billing matters; PFAs contamination measures; & Communication Tower Agreement status.

The cash flows continue to be very tight; however, the Auditor is continuing to monitor and provide oversight.

Any and all communications sent by the MUA must be clear that it is from that entity versus the Borough of Haledon. There was a recent typographical error on a communication and this must be avoided moving forward.

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: (1) Response letter to Holland Christian Home request for service connection; (2) Board approval to accept two-year payment plan for Cerna Laundry Mat at 27 Church Street; (3) Resolution for Completion of 920 Belmont Avenue project.

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Acoustical Testing Pilot Program: Northeast Water Technology (NWT) has submitted the first monthly leak detection report to Arcadis and Arcadis has provided the MUA staff with a priority list of leaks to repair.

Non-Revenue Water: This month the percentage is down another point. The number will continue to slowly go down with the MUA addressing the leaks as well as the billing matters proactively. 22 Cook Street has been notified of a leak on the property and need of repair. The property owner has not addressed the repair and this matter has been pending for a long time. Another letter will be sent indicating the date for termination of water service if no action is taken.

ATTORNEY

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

Low Income Household Water Assistance Program (LIHWAP) Agreements: As of this date, the State has advised that sixteen (16) customers have applied for relief. The staff is processing the monthly reports as requested in the Data Sharing Agreement provisions. The Billing Clerk is ensuring that no shut off letters are sent to LIHWAP applicants.

License Agreement (NH Police Communications Tower): The Agreement has been received from the Borough Attorney. Counsel has reviewed it; however, the other professionals need to provide comments prior to responding with my revisions.

Development Projects: 920 Belmont Avenue: Arcadis received the signed and sealed Project As-Built and Site Survey. Arcadis is submitting to NJDEP the "Placed Into Service Certification" on July 22, 2022. A Resolution will be prepared for the next meeting Authorizing the Acceptance of the service lines shown on those documents.

Delinquent Accounts: I am continuing my work with the Billing Clerk to prioritize and address the delinquent accounts in the most efficient way possible. As discussed, we are focusing on the accounts with balances over \$1,500.00 at this point. A total of 10 letters are being sent this month. Each month there will be an assessment of the next set to be processed.

AUDITOR

Robert McNinch did not attend meeting and no report was submitted.

LICENSED OPERATOR

Robert De Block submitted report, which is on file and discussed the following items:

The Annual Consumer Confidence Report detailing results from calendar year 2021 has been published.

TTHM: While the flushing program at James Court improved TTHM concentrations in the Second Quarter, the locational running annual average remained above the 80 ug/L limit. Public

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Notification of the violation was completed on July 1 and the Certification was submitted to NJDEP on July 11.

The automatic flusher at James Court was installed and is operational. At present James Court is flushing twice per day for 90 minutes per flushing event; however, monitoring is ongoing in order to inform the flushing schedule.

Non-Revenue Water: PVWC Interconnections theory will hopefully be tested in August.

Lead and Copper: Lead Service Line Inventory, Replacement Progress Report and Lead Service Line Replacement Plan were submitted to the NJDEP on July 22. Letter to residents identified to have galvanized services are in progress and will be mailed by August 15.

• REVIEW OF MINUTES

Motion by Moczo seconded by Chowdhury to approve the Minutes and Executive Minutes for June 13, 2022.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN:-0-

NO: -0-

• CORRESPONDENCE

1. NH Zoning Board Application/25 Walray Ave., North Haledon
2. Haledon Zoning Board/558 Belmont Ave., Haledon

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 is Wednesday, July 27 at 10:00 a.m. There was an inquiry from North Haledon that was addressed and responded to by the Committee. The Chairman requested that the Committee address a Standard Operating Procedure for paperwork used for meter installations so that in the future the best oversight measures are put in place to minimize errors.

• 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. 27 Church Street, Haledon/Payment Plan Request-Discussed under Engineer Report and Approved by Resolution.

• **PUBLIC COMMENT**

Motion made by Flach seconded by Chowdhury 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

**2022-23 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED JULY 13, 2022**

**2022-24 AUTHORIZATION TO APPROVE A 2 YEAR PAYMENT PLAN
FOR ACCOUNT # 1043-0**

Motion by Moczo seconded by Flach to add Resolution #2022-24 entitled "Authorization to approve a 2 year Payment Plan for Account # 1043-0."

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

• **EXECUTIVE SESSION FOR CERTAIN SPECIFIED PURPOSES: LITIGATION AND/OR
CLAIMS, CONTRACT NEGOTIATIONS, PERSONNEL, OTHER**

WHEREAS, the MUA is a public body subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

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WHEREAS, the Open Public Meetings Act requires a Resolution of this MUA in the event the MUA determines it has a need and is permitted by law to exclude the public from an executive session;

NOW, THEREFORE, BE IT RESOLVED by the MUA that the public be excluded from its meeting for the purpose of discussing matters covered under N.J.S.A. 10:4-12B, set forth as follows:

A. OTHER-ON GOING NJDEP PFAS INVESTIGATION

IT IS FURTHER RESOLVED, that the public shall not be admitted to the portion of the meeting at which time the foregoing matters will be discussed, and it is not known when or if the matters to be discussed in closed session can be disclosed to the public; and

IT IS FURTHER RESOLVED, that at the conclusion of Executive Session, formal action may be taken.

IT IS FURTHER RESOLVED, that the within shall take effect immediately upon passage and publication as provided by law.

TIME 8:36 PM

Motion by Moczo seconded by Chowdhury to go into executive session as indicated above.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

TIME 9:35PM

Motion by Moczo seconded by Flach to reconvene the regular meeting

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

TIME 9:36PM

• 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