

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING JUNE 13, 2022
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:32PM

• 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, Flach, Moczo

Absent: Van Sickle,

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

Motion to nominate and elect Geraldine Flach as Secretary of the Authority by Chowdhury seconded by Moczo.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

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• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio discussed the following items:

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.

The Billing Clerk accepted the \$5,000.00 annual stipend proposed at the last meeting. She is doing great work on the collections and was very happy with the stipend.

He requested updates from the Professionals on the following matters: North Haledon Police Communications tower; Acoustical Pilot Program; Non-Revenue Water efforts; PFAs issue; Low Income Relief Program; and Meter Billing Issues.

The Consumer Confidence Report has been drafted by the Licensed Operator and sent to the Board for review and comment.

He sent a request to the Mayor for an appointment of an Alternate Commissioner since quorums have recently been difficult to satisfy.

ENGINEER

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

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North Haledon Police Communications Tower-A meeting took place at the filter plant with Arcadis, DeBlock, Operators and Installers to discuss the request as well as location, access and maintenance. The parties walked throughout the property and a location was chosen. There will be a fence and one door to provide access only to the location by North Haledon. North Haledon will replace the door to access the location. Access will be limited to the location to parties who are accompanied by a North Haledon police officer. All construction, maintenance and power costs will be paid for by North Haledon. North Haledon will draft and provide an Agreement that encompasses these terms. Construction will not take place until 2023.

Contract Award-Arcadis recommends award of the Valve and Hydrant Inspection Service contract to John Garcia Construction Company, Inc. for \$39,330.00.

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

Water Quality-Work is continuing to reduce elevated THMM levels at both James Court and Preakness Avenue. A report will be issued for the July meeting. Arcadis prepared "Permit Readiness Checklist" requested by NJDEP in relation to possible water main extensions to service area near Squaw Brook Run with PFAs contamination. Lisa Tracy of NJDEP has coordinated a meeting to discuss the project and funding option on June 30. Arcadis is addressing inquiries about interest in connecting to the MUA system.

Facilities- The flow meter at 27 Church Street is fully operational. The service at 397 Haledon Avenue is being investigated due to significant fluctuations in the usage.

Non-Revenue Water: Annual rolling average is stabilizing at approximately 26%; however, various efforts are being undertaken with the hope of continuing to reduce that percentage.

ATTORNEY

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

Low Income Household Water Assistance Program (LIHWAP)-The MUA received the executed Data Sharing Agreement and Vendor Agreement that will allow the LIHWAP to pay arrears for qualifying customers back from the State. 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.

Delinquent Accounts-Work is continuing 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. The total owed to the MUA for these delinquent accounts is \$151,014.29. In addition, a total of 12-13 customers have executed Deferred Payment Plans.

AUDITOR

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

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LICENSED OPERATOR

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

Consumer Confidence Report-The draft has been circulated. Distribution is anticipated for the week of June 20. Efforts are being made to meet new requirements and to revise the CCR format in order to make it easier to understand.

TTHM-Second Quarter TTHM results have been received and the James Court sample location will remain above the 80 ug/L Locational Running Annual Average. The notice of exceedance has not yet been received; however, the Public Notification is being prepared in anticipation that it will be received soon. It is anticipated that the LRAA for James Court will return to compliance with the Third Quarter sampling event. Daily flushing continues at the location to reduce water age and to control TTHMs.

Non-Revenue Water-Communications with PVWC are ongoing concerning potential unmetered interconnections and purchased water history and updates are anticipated for the next meeting.

Lead and Copper-Updates are continuing on the Lead Service Line Inventory that is due in July. Updates of physical inspections by MUA staff will be included when they are received. After the submission is sent, letters will be sent to customers whose services may be lead and/or copper for inspection so that replacements may be identified.

• REVIEW OF MINUTES

Motion by Flach seconded by Moczo to approve the Minutes and Executive Minutes for February 14, 2022.

YES: D'Ambrosio, Flach, Moczo

ABSTAIN: Chowdhury

NO: -0-

Motion by Moczo seconded by Chowdhury to approve the Minutes and Executive Minutes for May 16, 2022.

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN:-0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

OPERATIONS COMMITTEE- Commissioner Flach provided an update from the Mayor of North Haledon on efforts to address the PFAs issue in the borough. The next meeting date is June 29, 2022.

• OLD BUSINESS

1. Water Bill Dispute/49 Hunter Road, No. Haledon-Letter prepared and being sent.
2. Water Bill Dispute/74 Linda Vista Avenue, No. Haledon-Letter prepared and being sent.

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3. Water Bill Dispute/ 909 Belmont Avenue, No. Haledon-Staff waiting for additional information to address.
4. Water Bill Dispute/account 54 Main Avenue, No. Haledon-Billing Clerk addressed.
5. Water Usage from Hydrant/Charge & Fees-Referred to Operations Committee.
6. Borough of North Haledon Request/Tower-Discussed under Engineer Report.
7. ARCADIS/Professional Engineering Services Contract (Heights Tank)-On Hold.

• NEW BUSINESS

1. 2nd Meter Request/Account # 1322-0-Discussion held.
2. 2022 Valve and Hydrant Inspection Services-Engineering and Legal Opinions received to approve contract award.

• PUBLIC COMMENT

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

*Wenceslao Azana – Property Owner at the location below -
52 North 12th Street
Haledon, NJ 07508*

Mr. Azana stated that he currently has one meter at the property for a two family home. As the property owner, he pays the water bill for both floors. One of his tenants is overusing the water and he cannot determine which one without two meters. He is asking for two (2) two (2) inch meters to be installed at the property so he can bill each of his tenants for their own usage. His bill last quarter was \$3,000.00.

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES'

Chairman D'Ambrosio thanked Mr. Azana for attending the meeting and explained that the matter would have to be investigated by the Licensed Operator and Engineer to see if the MUA could assist him. He explained that the professionals would be in touch with him.

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RESOLUTIONS TO BE PASSED BY CONSENT

- 2022-20 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED JUNE 13, 2022**
- 2022-21 AUTHORIZATION TO AWARD THE VALVE AND HYDRANT INSPECTION SERVICES CONTRACT**
- 2022-22 APPROVAL OF STIPEND OF \$5,000.00 TO WATER BILLING CLERK, RAMA JAMOUKHA**

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

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

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. CONTRACT NEGOTIATIONS- Interlocal Agreement staffing matter

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.

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

YES: D'Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0-

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Motion by Moczo seconded by Flach to reconvene the regular meeting

YES: D' Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

TIME 8:47PM

• MEETING ADJOURNED

Motion by Moczo seconded by Flach to adjourn meeting.

YES: D' Ambrosio, Chowdhury, Flach, Moczo

ABSTAIN: -0-

NO: -0

TIME 8:48PM

Respectfully Submitted,

Denise Wahad,

Recording Secretary