

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 16, 2022
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:31PM

• 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 as well as the website: www.muawater.net. 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. The Annual Meeting Notice listed May 9, 2022 as the regularly scheduled meeting; however, that meeting was cancelled due to the lack of a quorum.

A Notice of a Revised Public Meeting was advertised on May 11, 2022 in the North Jersey Herald News and The Record. The Revised Public Meeting Notice was also posted on the Bulletin Board at the Municipal Building on May 11, 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

ROLL CALL

Present: D'Ambrosio, Chowdhury, Moczo

Absent: Van Sickle, Flach

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

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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 Borough of North Haledon Police Department's request concerning a communication tower at the filter plant property is progressing.

The issue of non-revenue water continues to be the focus of the MUA.

The State funding forms have been completed and sent to the State to be finalized. Awaiting information from the State on the next steps.

A request was made to the Borough of Haledon Mayor Stampone to appoint an alternate Commissioner in order to avoid future meeting cancellations.

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The position of Treasurer needs to be addressed since Commissioner Flach cannot service in the position due to her employment conflict.

Action Items for consideration are the Badger Meter Invoice and Website Training Invoice.

ENGINEER

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

27 Church Street – the flow meter is now fully operational. A memo has been prepared and circulated concerning the lost revenue from January 2018 to the end of December 2021 at this location.

PFAs Contamination Issue – Arcadis seeks approval to pursue further discussions with property owners and NJDEP in order to potentially expand its distribution system to service outside properties who currently have well systems contaminated by PFAs. Arcadis prepared a PFAs Area Map and PFAs contamination Summary.

Acoustical Testing Pilot Program – The first leak detection monitoring Summary Report has been received for the period 4/13/22-4/26/22. A total of nine (9) leaks were reported and have been prioritized for repair by the MUA.

ATTORNEY

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

Contracts- Reviewed the proposed Data Sharing Agreement and Vendor Agreement that will allow the Low Income Household Water Assistance Program (LIHWAP) to pay arrears for qualifying customers. The Agreements were revised, executed by the Chairman and sent to the State for processing.

Delinquent Accounts- Work is continuing with the Billing Clerk to prioritize and address the delinquent accounts in the most efficient way possible.

AUDITOR

Robert McNinch spoke on the following:

2021 Audit was discussed. There were no corrective comments, so it was a clean report.

Chairman thanked Denise Wahad and the staff for their efforts.

LICENSED OPERATOR

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

NJDEP is requiring submittal of a Capital Improvement Report, which must be submitted by June 3, 2022. The professionals are working on developing the information in the format requested. This will be an annual submittal requirement.

Quotes are being obtained for the compressor requirements for Reservoir Road.

TTHM- The Public Notification for the First Quarter TTHM exceedances was mailed on April 1, 2022. The Certification was completed on April 4, 2022. Staff is continuing to daily flush James Court in an effort to reduce water age and control TTHMs. Due to the rolling average, the Second Quarter will likely require another notification.

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Non-Revenue Water- The meters for Camp Varitans and Stone Industries were installed. Communications are ongoing with PVWC regarding potential unmetered interconnections and purchased water history.

• REVIEW OF MINUTES

Motion by _____ seconded by _____ to approve the Minutes and Executive Minutes for February 14, 2022. --**HELD OVER LACK OF QUORUM TO APPROVE.**

Motion by Moczo seconded by Chowdhury to approve the Minutes for March 14, 2022.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN:-0-

NO: -0-

• CORRESPONDENCE

1. NJDEP/Correspondence/Engineer to report
2. Application for Freshwater Wetlands Letter Of Interpretation/High Mountain Road
3. Board of Adjustment/17 School Street, North Haledon
4. NH Planning Board/90 Suncrest Ave., North Haledon
5. Haledon Board of Adjustments/61 Norwood Street, Haledon

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

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN:-0-

NO: -0-

• COMMITTEE REPORTS AND DISCUSSION

OPERATIONS COMMITTEE- Commissioner Flach was not in attendance and no report was given.

• OLD BUSINESS

1. Water Bill Dispute/49 Hunter Road, No. Haledon-Chairman to address.
2. Water Bill Dispute/74 Linda Vista Avenue, No. Haledon-Chairman to address.
3. Water Bill Dispute/ 909 Belmont Avenue, No. Haledon-Chairman to address.
4. Water Bill Dispute/account 54 Main Avenue, No. Haledon-Chairman to address.
5. North Haledon Police Request/Tower-Professionals will follow up on this item.
6. ARCADIS/Professional Engineering Services Contract (Heights Tank)-On Hold.

• NEW BUSINESS

- a. Water Usage from Hydrant/Charge-Policy discussion held.
- b. Price Quote Solutions 42Morrow/Maintain Website Training- Discussion held.
- c. Badger Meter Price Quote/Meter Order- Discussion held.

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- d. Boswell Engineer Request/Holland Christian Home- Discussed under Engineer Report in PFAs section.

Motion made by Moczo seconded by Chowdhury to Approve Website Training and Price Quote for Solutions 42morrow for an amount not to exceed \$1,250.00.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN:-0-

NO: -0-

Motion made by Moczo seconded by Chowdhury to Approve Badger Meter Price Quote for an amount not to exceed \$5,175.00.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN:-0-

NO: -0-

• PUBLIC COMMENT

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

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0-

No Public Present

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

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0-

MUA COMMISSIONERS RESPONSES TO PUBLIC COMMENT/INQUIRES

None

RESOLUTIONS TO BE PASSED BY CONSENT

2022-16 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED APRIL 11, 2022

2022-17 AUTHORIZATION TO APPROVE FOR PAYMENT THE WATER OPERATING BILLS AS SET FORTH IN THE WATER OPERATING BILLS LIST DATED MAY 9, 2022

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2022-18 AUTHORIZATION TO APPROVE FOR PAYMENT THE MANCHESTER UTILITIES AUTHORITY ESCROW ACCOUNT BILLS LIST DATED MAY 9, 2022

2022-19 AUTHORIZATION TO APPROVE 2021 AUDIT FINDINGS

Motion by Moczo seconded by Chowdhury to add **RESOLUTION 2022-19** entitled **“AUTHORIZATION TO APPROVE 2021 AUDIT FINDINGS.”**

YES: D’Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

Motion by Chowdury seconded by Moczo to pass Resolutions by Consent as Amended.

YES: D’ Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

TIME 8:48PM

• 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. PERSONNEL- Billing Clerk Request
- B. 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.

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

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

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

TIME 8:48 PM

Motion by Moczo seconded by Chowdhury to reconvene the regular meeting

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

TIME 9:21 PM

Commissioner Carlos Moczo stated that he resigned as the position of MUA Secretary.

Chairman advised that the MUA received and accepts Commissioner Jerry Flach's resignation as and for the position of MUA Treasurer and also accepts Commissioner Carlos Moczo's resignation as and for the position of MUA Secretary.

Motion by Chowdhury seconded by Moczo to Appoint Carlos Moczo as Treasurer.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

TIME 9:24PM

• MEETING ADJOURNED

Motion by Chowdhury seconded by Moczo to adjourn meeting.

YES: D'Ambrosio, Chowdhury, Moczo

ABSTAIN: -0-

NO: -0

Respectfully Submitted,
Denise Wahad,
Recording Secretary