

**MANCHESTER UTILITIES AUTHORITY
MONTHLY MEETING MAY 8, 2023
CONDUCTED REMOTELY VIA ZOOM CONFERENCING
7:30 P.M.**

TIME: 7:33PM

• 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 17, 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, Flach, Smith

Absent: Chowdhury, Moczo, Alfano

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

• REPORTS AND DISCUSSION

CHAIRMAN

Victor D'Ambrosio discussed the following items:

He thanked Commissioner Flach for running last month's meeting in his absence.

The Holland Christian Homes Project has been approved and is progressing.

Review of the 2022 Audit will take place under the Auditor Report.

A meeting was held with the North Haledon Mayor to discuss the PFAs situation.

The State has circulated new LIHWAP Disclosures and Notices, many of which have been implemented by the staff.

The billing issue with the Heights at Haledon Condominium Association will be discussed in Executive Session.

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167 Graham Avenue inquiry was received and is in review.

Updates on Non-Revenue Water and Cash Flows will be discussed under the professional reports.

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 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.

ENGINEER

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

Operations-

Acoustical Testing Pilot Program – working with counsel to get information from PVWC in order to prepare the final report. The BPU has granted a one-year extension for the filing of the report.

Water Quality – I-Bank projects and funding were discussed.

167 Graham Avenue request was discussed.

Facilities – The investigation of possible unknown interconnections with PVWC has resulted in numerous interconnections being identified and the isolation valves being closed. The ownership of valves and fire hydrants have been updated and documented. The professionals have conducted several field investigations. The team believes that there is still an interconnection that is open and

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another field investigation is being scheduled. As soon as the hydrant flushing program is completed, the results of the interconnection closures will be assessed.

ATTORNEY

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

The 2022 Audit Attorney Letter was prepared and provided to the Auditor.

The LIHWAP requirements were discussed under the Chairman's Report. Payment plans are continuing to be offered to delinquent customers. The Billing Clerk is reinstating the standard formula of 1/3 of the balance owed as the initial payment and 2/3 of the balance owed to be paid over a year period while also maintaining the current balance.

AUDITOR

Robert McNinch discussed the following items:

The 2022 Audit was reviewed and discussed. It is a "clean" audit with no comments or recommendations.

LICENSED OPERATOR

Robert De Block discussed the following items:

The automatic flusher was ordered for 555 Preakness.

Heights Tank project changes in progress.

Tapping fee issue discussed.

• **REVIEW OF MINUTES: HELD OVER DUE TO LACK OF QUORUM TO PASS.**

• **COMMITTEE REPORTS AND DISCUSSION**

OPERATIONS COMMITTEE-Next meeting scheduled for May 31, 2023.

• **CORRESPONDENCE**

1. Boswell Engineering/ 2023 North Haledon Road Improvement Program
2. Haledon Board of Adjustment/357 West Clinton Street, Haledon – Engineer advised that the owner needs to file a water connection application with MUA.
3. Haledon Board of Adjustment/61 Norwood Street, Haledon– Engineer advised that the owner needs to file a water connection application with MUA.
4. North Haledon Zoning Board/50 Wayne Avenue, North Haledon

Motion made by Flach seconded by Smith to accept and file correspondence.

YES: D'Ambrosio, Flach, Smith

ABSTAIN: -0-

NO: -0-

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• **OLD BUSINESS**

1. 102 Lee Ave., Haledon/Leak Letter-will send follow-up letter
2. 27 Jasper Street, Haledon/Investigate Location of Meter-Time Extension Request
3. Water Bill Dispute/25 Venna Ave. North Haledon
4. ARCADIS/Professional Engineering Services Heights Tank Improvements-Held over

• **NEW BUSINESS**

1. Water Connection Application/421 Haledon Ave., Haledon-Fire Service-under review
2. Water Connection Application/84 Buschman Ave., Haledon-under review

• **PUBLIC COMMENT**

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

YES: D'Ambrosio, Flach, Smith

ABSTAIN:

NO: -0-

*Keith Reynolds
25 Venna Avenue
Haledon, NJ 07508*

Mr. Reynolds states he did not remove the water meter. He called MUA to replace the meter and the meter wasn't installed. Mr. Reynolds is requesting late fees and penalty charges be removed from account and be charged an average for eight billing quarters.

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

YES: D'Ambrosio, Flach, Smith

ABSTAIN: -0-

NO: -0

• **COMMISSIONER RESPONSE**

The MUA will reach out to Mr. Reynolds. Fees and late charges will be removed from the account and an average of eight quarters will be charged.

RESOLUTIONS TO BE PASSED BY CONSENT

**2023-22 AUTHORIZATION TO APPROVE FOR PAYMENT THE
WATER OPERATING BILLS AS SET FORTH IN THE
WATER OPERATING BILLS LIST DATED MAY 8, 2023**

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2023-23 AUTHORIZATION TO APPROVE 2022 AUDIT FINDINGS

Motion by Flach seconded by Smith to pass the Resolutions by Consent.

YES: D'Ambrosio, Flach, Smith

ABSTAIN: -0-

NO: -0-

TIME: 8:34PM

**• 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. Potential Legal Matters

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: 8:34PM

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

YES: D'Ambrosio, Flach, Smith

ABSTAIN: -0-

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NO: -0-

TIME: 8:54PM

Motion by Flach seconded by Smith to reconvene the regular meeting.

YES: D'Ambrosio, Flach, Smith

ABSTAIN:

NO: -0-

TIME: 8:55PM

• MEETING ADJOURNED

Motion by Smith seconded by Flach to adjourn.

YES: D'Ambrosio, Flach, Smith

ABSTAIN: -0-

NO: -0-

Respectfully Submitted,
Denise Wahad, Recording Secretary