

Regular Meeting of the Mantua Township MUA January 18, 2022

A regular meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, January 18, 2022, in the Township building located at 401 Main Street, Mantua, New Jersey.

Chairman Tim Sheehan called the meeting to order at 5:00 p.m.

Following the flag salute, Mr. Sheehan read a statement advising that adequate notice of the meeting was provided, as required by the “Open Public Meetings Act”. The Authority adopted a regular schedule of meetings for the year 2020-2021, the schedule was published in the Courier Post and South Jersey Times, filed with the Township Clerk, and posted on the bulletin board in the Township Clerk’s office.

Roll call was taken.

PRESENT:

Authority Board Members

Tim Sheehan, Chairman
Mario Dilisciandro, Vice-Chairman
John Parks, Secretary
Victor Torino, Board Member

Professionals

John A. Alice, Esquire
David Palgutta, PE, CME, Sickels & Associates, Inc.

Authority Personnel

William Krebs, Executive Director
Paul Pheasant, Superintendent
Susan Novick, Recording Secretary

PUBLIC PORTION

MOTION by Mr. Dilisciandro, second by Mr. Parks, to open the meeting to public participation.

Motion passed by voice vote.

Seeing no one in attendance, Mr. Sheehan called for a motion to close the meeting.

MOTION by Mr. Dilisciandro, second by Mr. Parks, to open the meeting to public participation.

Motion passed by voice vote.

APPROVAL OF MINUTES:

MOTION by Mr. Dilisciandro, second by Mr. Parks, to approve the minutes of the Board meeting held on December 21, 2021.

Motion passed unanimously by voice vote.

CORRESPONDENCE:

The Board did not discuss any correspondence.

TREASURER’S REPORT:

Mr. Torino provided the current balance in each bank account. Bills to be approved for payment from the operations account totaled \$246,909.19. Escrow charges to be approved for payment totaled \$1816.00.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Treasurer’s Report and approve the payment of \$246,909.19 in bills from the Operations Account and approve the payment of \$1,816.00 in charges from the Escrow Account.

Roll Call Vote:	Torino	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

LEGAL REPORT:

Mr. Alice advised there are some time constraints and other issues with getting the parts and piping needed for water infrastructure in the Fossil Park. He has discussed same with Mr. Palgutta and believes the Board may be able to move forward. The Engineer will explain further. The resident of 143 Barnsboro Rd. applied for a sewer connection. Because of the location of his house in relation to the sewer main, he will need his own sewer pump/force main. Mr. Alice recommended using a document he prepared, that the Authority has used in the past for privately held force mains. The purpose is to clarify for the owner that he is responsible for the maintenance and repair of the force main. He will discuss the matter further with the Executive Director and Engineer.

ENGINEER’S REPORT:

Mr. Palgutta reported that the Royal Oaks Sewer Station Rehabilitation Project was advertised for bids on December 20. Bids will be opened on January 25. If all goes well, the contract could be awarded at the next meeting.

The Austin Street Sewer Station Project was advertised on December 27. Bids will be opened on February 8. There are two contracts: Contract A and Contract B. Mr. Palgutta hopes the contracts can be awarded in March.

The generator for the Barnsboro Sewer Station has not arrived yet. It is still on schedule for a March delivery. The engineer’s office will begin work on the closeout documentation for that project.

As of last month, the Fossil Park engineers had not decided whether an 8” or 10” water main was required. Bids were requested for both sizes. Two bidders responded. For 8” pipe, Ferguson bid \$117,429.15. Caterina bid \$123,190.70. However, Ferguson cannot deliver for another 4 to 5 months, which is outside the specified deadline. Caterina can deliver in 7 weeks.

MOTION by Mr. Dilisciandro, second by Mr. Parks to award to Caterina Supply, Inc. the contract for the piping and parts needed for a water main to the Rowan Fossil Park, for the quoted cost of \$123,190.70.

Roll Call Vote: Torino Yes
 Parks Yes
 Dilisciandro Yes
 Sheehan Yes

Motion carried.

A topography plan was generated for Breakneck Rd. It will be sent to the vacuum sewer manufacturer to assess whether their system is appropriate for that location.

EXECUTIVE DIRECTOR’S REPORT:

Mr. Krebs requested the Board’s permission to waive penalties on unpaid bills for another month, due to the pandemic.

MOTION by Dilisciandro, second by Mr. Parks authorizing the Executive Director to waive late fees and penalties on unpaid bills until the next Board meeting.

Roll Call Vote: Torino Yes
 Hauss Yes
 Parks Yes
 Dilisciandro Yes

Motion carried.

Mr. Krebs advised that water providers are now subject to some of the same rules as other utilities, such as electricity and gas. The Authority is no longer allowed to turn off water service from November through March. In addition, people who did not pay their water and sewer bills during the pandemic cannot be taken to Tax Sale. The Authority must offer a payment plan of 1 to 5 years, with no interest. Tracking hundreds of payment plans and billing them monthly would require a tremendous amount of work. The Authority may need to re-assess staffing needs and how best to manage the new workload.

The sewer flow from the hospital was only half-a-million gallons last month. That is a huge drop from the 2 million gallons we saw at the height of the pandemic.

Revenue in December of 2021 was up \$10,000 over December of 2020. The amount billed during the last quarter of 2021 as down about \$10,000.

Proposals and qualification packages from professionals have been received and will be opened on January 28. The reorganization meeting will be on February 1, followed immediately by the regular meeting for the month.

RESOLUTIONS:

MOTION by Dilisciandro, second by Mr. Parks adopting Resolution 2021-65, authorizing the sale of approximately \$4 million in notes for funding of the Barnsboro Sanitary Sewer Extension Project.

Roll Call Vote: Torino Yes
 Hauss Yes
 Parks Yes
 Dilisciandro Yes

Motion carried.

MOTION by Dilisciandro, second by Mr. Parks adopting Resolution 2021-66, waiving the claimant certification requirement for purchases made by the Authority, except as required for reimbursement of employee expenses, or for services provided exclusively and entirely by an individual.

Roll Call Vote: Torino Yes
 Hauss Yes
 Parks Yes
 Dilisciandro Yes

Motion carried.

NEW BUSINESS:

There was no discussion of new business.

OLD BUSINESS:

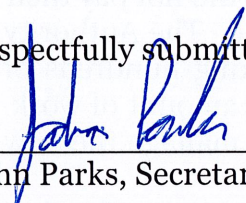
No old business was raised.

ADJOURNMENT:

MOTION by Mr. Dilisciandro, second by Mr. Parks to adjourn the meeting at 5:24 p.m.

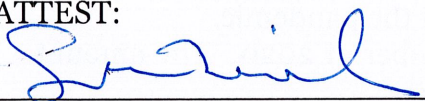
Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary

Approved at the regular meeting held on February 1, 2022