

Regular Meeting of the Mantua Township MUA October 19, 2021

The Regular meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, October 19, 2021, 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. He asked that everyone rise for the flag salute.

Following the Pledge of Allegiance, Mr. Sheehan read the Sunshine Notice, advising that the Authority provided Public Notice of the meeting as required by New Jersey law regarding Open Public Meetings. The schedule of meetings for the year was advertised in the Courier Post and South Jersey Times. The meeting schedule is also posted on the Authority's website, and in the shared office of the Mantua Township Clerk and the Municipal Utilities Authority.

Roll call was taken.

PRESENT:

Authority Board Members

Tim Sheehan, Chairman
Dan Hauss, Treasurer
John Parks, Secretary

Professionals

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

Authority Personnel

William Krebs, Executive Director
Kevin Howarth, Assistant Executive Director
Susan Novick, Recording Secretary

PUBLIC PORTION

Mr. Sheehan called for a motion to open the meeting to the public.

MOTION by Mr. Parks, second by Mr. Hauss to open the meeting to public comment. Motion carried by voice vote, all in favor.

Resident George Mote asked for an update on the proposal to extend the sewer main further down Barnsboro Road, past his home.

The Chairman and Engineer advised that the resolution for the proposed extension was adopted. The sewer main will be extended another 800 feet, approximately, southward on Barnsboro Road. However, the Authority will not be enforcing the requirement that residents connect if they live within 200 feet of the main. Therefore, residents will not

be charged connection fees unless and until they choose to connect. Residents who want to connect to the sewer main should file an application with the Authority. Mr. Mote was satisfied with the information provided and had no further questions.

MOTION by Mr. Parks, second by Mr. Hauss to close the meeting to public comment. Motion carried by voice vote, all in favor.

APPROVAL OF MINUTES:

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

Roll Call Vote:	Parks	Yes
	Haus	Yes
	Sheehan	Yes

Motion carried.

CORRESPONDENCE:

Mr. Alice commented that the correspondence will tie into the legal and engineering reports. There was no discussion.

TREASURER’S REPORT:

Mr. Hauss provided the current balance in each bank account. Bills to be approved for payment from the operations account totaled \$431,354.80. Escrow charges to be approved for payment totaled \$2,209.50.

MOTION by Mr. Parks, second by Mr. Hauss to accept the Treasurer’s Report and approve the payment of \$431,354.80 in bills from the Operations Account and the payment of \$2,209.50 in charges from the Escrow Account.

Roll Call Vote:	Parks	Yes
	Hauss	Yes
	Sheehan	Yes

Motion carried.

LEGAL REPORT:

Resolution 2021-40, regarding a shared services agreement between Mantua Township and the Authority, was on the agenda some time ago, and then tabled while the Authority tried to negotiate more favorable agreement. Earlier this month, as per the terms of the shared services agreement, the Authority staff moved into the Township building. Hopefully, the close proximity of the Township and Authority employees will enhance their ability to work together for the benefit of both. Resolution 2021-40 was updated and it on the agenda tonight. Last month the Board approved some purchases and an engineering proposal related to the Austin St. sewer station improvement. Mr. Alice prepared resolutions to memorialize those decisions.

ENGINEER’S REPORT:

Mr. Palgutta provided updates for current projects.

Country Gardens – Mr. Palgutta recommended releasing the performance bonds for sections 3B. He did not recommend approving the Form D application.

Barnsboro Sewer Extension – the contractor is cleaning up work areas and frontages. Installation of the fencing has begun, and it should be finished this week. Mr. Palgutta anticipates the DEP will give the go ahead for resident connections next month.

Austin St. Pump Station – The engineers have been going back and forth with DEP regarding technical review comments. They have also been pressing for SED approval. DEP won’t give the Authority authorization to advertise for bids until the SED approval is received. If necessary, Mr. Palgutta will get the approval from someone higher up in the organization.

Royal Oaks Pump Station – The engineers are working through comments from DEP on the financing aspect of the project. There are a couple of open items that will require Board approval of a resolution.

Rowan Fossil Park – Some information regarding the water requirements of the project have still not been provided to the Authority or the Engineer. It is expected that acquiring the necessary piping and fittings may take more time than usual. Suppliers predict it will take at least 3 months to obtain pipe, once it is ordered. For those reasons, Mr. Palgutta wants to start the procurement process for both sizes of pipe that might be used in the project.

Mr. Alice clarified that Mr. Palgutta is seeking the Board’s authority to go out to bid for pipe along with authority for Mr. Krebs to execute documents needed to make the purchase.

MOTION by Mr. Parks, second by Mr. Hauss authorizing Sickels & Associates to advertise for bids for the piping and fittings needed for the Rowan Fossil Park, and also authorizing the Executive Director to execute a contract or other documents needed to make the purchase.

Roll Call Vote:	Parks	Yes
	Hauss	Yes
	Sheehan	Yes

Motion carried.

SUPERINTENDENT’S REPORT:

Mr. Howarth reported the semi-annual flushing is complete. There was one water main break on Madison Rd. One of the concrete driveways there was damaged while the main was being repaired. The driveway will have to be fixed or replaced. Next week the crew will return to McCarthy Ave. to finish the tie-ins to the new water main. Mr. Howarth noted that he also heard from suppliers that it takes a minimum of 3 months to obtain pipe. The shared services agreement with the Township is in its early days but appears to be working well.

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 Mr. Parks, second by Mr. Hauss authorizing the Executive Director to waive penalties and interest on unpaid water and sewer bills until the next Board meeting.

Roll Call Vote:	Parks	Yes
	Hauss	Yes
	Sheehan	Yes

Motion carried.

Mr. Krebs provided the Board with a comparison of the water usage and billing for this fiscal year versus the last fiscal year. Total billings for this year exceeded \$60 million even though no interest was charged. The Authority continues to be financially healthy, despite the setbacks of the pandemic. The annual budget for fiscal year 2021-2022 was approved by the State this afternoon. The annual audit is still delayed because the State is computing the GASB numbers for the cost of health care for retirees. In closing, Mr. Krebs noted that Assistant Director Kevin Howarth and Superintendent Paul Pheasant did an outstanding job of moving the Authority office to the Township building. They went above and beyond, working very long hours, and their efforts were appreciated by everyone involved.

RESOLUTIONS:

All resolutions on the agenda were provided to the Board for review in advance of the meeting. There were no questions about the resolutions.

MOTION by Mr. Parks, second by Mr. Hauss to adopt by consent agenda Resolution 2021-40, and Resolutions 2021-53 through 2021-61.

Roll Call Vote:	Parks	Yes
	Hauss	Yes
	Sheehan	Yes

Motion carried.

NEW BUSINESS:

Mr. Howarth advised that Campbell’s Express, on Lambs Road, has a connection to public water for their fire sprinkler system, but they have been using a well for their potable water needs. They weren’t required to connect because their building is more than 200 feet from the water main. Now their well is starting to fail.

There was a brief discussion about where the best place for them to connect, and the procedure they need to follow.

OLD BUSINESS:

No old business was raised.

ADJOURNMENT:

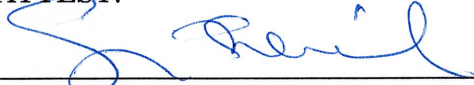
MOTION by Mr. Parks, second by Mr. Hauss to adjourn the meeting at 5:30 p.m.
Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary
Approved at the meeting held on November 16, 2021.