

**Regular Meeting of the Mantua Township MUA
November 17, 2020**

In accordance with New Jersey law regarding “Open Public Meetings”, notice of the meetings for Fiscal Year 2020-2021 was published in the Courier Post and The South Jersey Times.

CALL TO ORDER: The meeting was called to order at 5:00 p.m. by Chairman Tim Sheehan in the meeting room of Mantua Township Municipal Building, 401 Main Street, Mantua, NJ.
The Chairman asked everyone to rise for the flag salute.

ROLL CALL:

Members Present: Chairman Tim Sheehan, Vice-Chairman Mario Dilisciandro, Secretary John Parks, Treasurer Dan Hauss, Engineering Coordinator Vince Voltaggio, Alternate Howard Bruner
Absent: Alternate Victor Torino
Also Present: John A. Alice, Solicitor
Mark Brunermer and David Palgutta, Engineers
William Krebs, Executive Director
Jeff Baker, Superintendent
Susan Novick, Recording Secretary

PUBLIC PORTION

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio to open the meeting to public comment.

Motion carried.

Resident Evan Poelker attended the meeting to further contest the water bill issued in August of this year. Given Mr. Poelker’s payments of almost \$1,000 towards the bill, and the absence of documentation for the meter reading in question, the Chairman asked Mr. Poelker if waiver of the remaining charges would be an acceptable resolution. He agreed.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio to waive \$400 in charges on the bill for account 197003 dated August 1, 2020, with the understanding that Mr. Poelker will be responsible for payment of the bill dated November 1, 2020, in the amount of \$769.10.

Motion carried.

MOTION by Mr. Dilisciandro, second by Mr. Hauss to close the meeting to public comment.

Motion carried.

APPROVAL OF MINUTES:

MOTION by Mr. Dilisciandro, second by Mr. Hauss to approve the minutes of the regular meeting held October 20, 2020.

Motion carried.

CORRESPONDENCE:

Correspondence was not discussed until later in the meeting.

TREASURER’S REPORT – Dan Hauss:

Mr. Hauss provided the current balance in each bank account. Bills to be approved for payment from the operations account totaled \$306,851.95. Escrow charges to be approved for payment totaled \$807.25.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio to accept the Treasurer’s Report and approve the payment of bills from the Operations Account totaling \$306,851.95, and from the Escrow Account totaling \$807.25.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

LEGAL REPORT – John A. Alice, Esq.:

Mr. Alice advised that he reviewed the correspondence concerning the performance bond for the Cloud 10 Car Wash. He was not able to finish a resolution authorizing the release of the bond in time for tonight’s meeting; his paralegal has been out of the office for over a week due to a COVID concern. However, he will have that ready for the next meeting. Mr. Alice uncovered the identity of the proper contact for one of the properties off Mantua Blvd., where the Authority wants to create an easement. He will be reaching out to them soon. He also did some research concerning a bill for lawn care that was presented by a resident seeking reimbursement. In the solicitor’s opinion, the lawn care company does not exist. He recommended that the Board take no action at the present time. The solicitor further advised that the Executive Director received an angry email from the same resident, complaining that no notice was given that the street was going to be paved, and the “MUA trucks” were in his way on the street, etc. As it turns out the, the trucks belonged to the Township, not the Authority. The road paving was done by the Township’s Public Works department. The Authority was not involved or responsible for the inconvenience in any way.

ENGINEER’S REPORT – Dave Palgutta:

Auto Zone – the applicant is working on site improvements. The water and sewer portion of the project is complete, but for the meter.

Cloud 10 Car Wash – the applicant asked to have the performance bond released. Mr. Palgutta reviewed the request and responded. Both letters were included on tonight’s correspondence list. The engineers have no objection to release of the performance if the release is conditioned upon the applicant providing the Superintendent with the backflow prevention certificate.

Firestone Store – the application was submitted very recently and has not yet been reviewed.

Country Gardens – A punch-list walk through is scheduled for next week. The engineer is working on obtaining the as-built drawings of the last two phases of the development, phases 4A and 4B.

Rowan Fossil Park – The applicant submitted the flow test results, but not the water demands. However, the engineer did complete and submit to DEP the application to have the water allocation for the site transferred to the Authority. Somewhat related to that, the application for a master water permit was completed and submitted.

The Factory at Total Turf – There are no new developments on this project.

Barnsboro Sewer Extension – Mr. Palgutta was pleased to report that this project is underway and moving along well. The contractor's submittals for major equipment were processed and approved by the engineers. The application for a County road opening permit was also submitted by the contractor and approved by the County. The contractor recently met with the driller. Their plan is to send out notices to the residents now and to start on some of the directional drilling before Thanksgiving. However, none of the major work, and nothing that would seriously disrupt traffic flow will be done before the holiday.

Royal Oaks Pump Station - the engineers are working toward making technical submissions to DEP and the Trust this month. Mr. Palgutta will be working with the Executive Director over the next few weeks, in order to plan the next phases of the project.

SUPERINTENDENT'S REPORT – Jeff Baker:

This month crew replaced 7 meters, did 170 mark-outs, replaced 3 laterals, and prepared all the wells and sewer stations for the winter months. A report that a resident didn't have any water was received the same night that the service line was replaced. The Superintendent went to the resident's house himself. He found that the water was blocked by corrosion in a pipe in the basement. The corrosion had built up over many, many years; no doubt the resident had little water flow before the new water service was installed. The new drain at the firehouse on Union Ave. is now complete. The Superintendent advised that it is now standard practice for the crew to take a picture of every final water meter reading.

EXECUTIVE DIRECTOR'S REPORT – William Krebs:

Mr. Krebs asked for Board approval to continue waiving late fees and penalties.

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

Motion carried.

Installation of the new server for the office and plant is almost complete. The semi-annual flushing went well; there were no water main breaks or other issues. Replacement of the water main on Elm Avenue will be the next project. Three contractors were asked to quote the cost of the parts and materials. Brent Material Co. came in at \$13,539.40. Caterina's quote was \$12,742.27. Preferred Choice was asked more than once for a quote, but the company chose not to submit anything. Mr. Krebs recommended approval of the low quote, from Caterina Supply, Inc.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio, to approve the quote from Caterina Supply, Inc. and to authorize the purchase of the quoted items from the same company at a cost of \$12,742.27.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

The Authority needs a new sewer video system. Current models are smaller and have better technology than what the crew works with now. The smaller size is important when there is a need to see past an obstruction inside a pipe. The following quotes were obtained for the same equipment/system: A & P Supply: \$3,149.00; Toolup: \$3,150.31; Grainger: \$3,085.00. Mr. Krebs recommended approval of the low quote, from A & P Supply.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio, to approve the quote submitted by A & P Supply for a rigid sewer camera, and to authorize the purchase at the quoted price of \$3,149.00.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

A new fire alarm system is needed at the water treatment plant. MFS quoted \$2700 for the alarm system and \$58 per month for monitoring the alarm; B-Safe quoted \$5489 for the system and \$55 per month for monitoring; and Briggs Security quoted \$2950 for the system and \$49.95 per month for monitoring. Mr. Krebs recommended approval of the quote from Briggs Security.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio, to approve the quote and authorize the purchase of an alarm system from Brigg Security at a cost of \$2950, as well as alarm monitoring service at a cost of \$49.50 per month.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

Finally, Mr. Krebs requested Board authorization to purchase a flush mount hydrant, to be installed on Firth Drive. The quoted prices from three vendors were: Site Co. Materials, \$4,738.32; Contractor Services, \$4,879.55, and Water Works Supply Co., \$4,339.77.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio, to approve the quote submitted by Water Works Supply Co. and to authorize the purchase of a flush mount fire hydrant from the same company at the quoted priced of \$4,369.77.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

Mr. Voltaggio inquired as to whether the Authority could obtain quotes and make one large purchase each year of the materials needed for all the planned projects, rather than getting bids on each job separately.

Mr. Baker advised that he has been working on that, and his list of materials for a year’s worth of projects is 90% complete.

Mr. Krebs concluded by noting the Authority is quite a bit ahead of the revenue projection made last year.

Mr. Alice commented that this news is especially welcome considering the governor’s executive order prohibiting the Authority from collecting debts through tax sale at this time. The water turn off program initiated by the Executive Director some years ago is now bearing dividends, because it has conditioned residents to understand that they cannot wait for the yearly tax sale to pay their bills; failure to pay can result in having one’s water turned off.

CLOSED SESSION

The Board held a closed session meeting for approximately 15 minutes.

Following the Closed Session, the Chairman advised that the Board would like to make a change to the organizational structure of the Authority. The change has to do with the flow of work, not pay increases. Although the Board does want to implement a new pay scale, the Executive Director indicated he needs additional time to review the proposal and compare it to the current pay structure.

RESOLUTIONS

MOTION by Mr. Dilisciandro, second by Mr. Hauss to adopt Resolution 2020-41, approving an emergency repair to the 8” water main on Mercer Ave., in an amount not to exceed \$9,000.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

MOTION by Mr. Dilisciandro, second by Mr. Hauss to adopt Resolution 2020-41, authorizing the closed session for the discussion of personnel matters.

Roll Call Vote:	Voltaggio	Yes
	Hauss	Yes
	Parks	Yes
	Dilisciandro	Yes
	Sheehan	Yes

Motion carried.

NEW BUSINESS:

No new business was raised.

OLD BUSINESS:

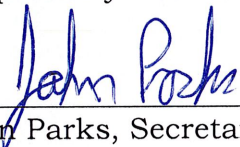
No old business was raised.

ADJOURNMENT:

MOTION by Mr. Dilisciandro, second by Mr. Hauss to adjourn the meeting at 6:02 p.m.

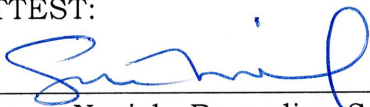
Motion carried unanimously.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary

Recorded by Susan Novick

Approved at the meeting held on December 15, 2020