

Regular Meeting of the Mantua Township MUA December 21, 2021

A regular meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, December 21, 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.

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
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
Paul Pheasant, Superintendent
Susan Novick, Recording Secretary

MOTION by Mr. Dilisciandro, second by Mr. Parks, to open the meeting to the public.
Motion passed unanimously by voice vote.

Seeing no one from the public in attendance, the Chairman called for a motion.

MOTION by Mr. Dilisciandro, second by Mr. Parks, to close the meeting to the public.
Motion passed by voice vote.

APPROVAL OF MINUTES:

MOTION by Mr. Dilisciandro, second by Mr. Parks, to adopt the minutes of the regular meeting of November 16, 2021.

Motion passed unanimously by voice vote.

CORRESPONDENCE with the Board was not discussed.

TREASURER’S REPORT:

Mr. Hauss provided the current balance in each bank account. Bills to be approved for payment from the operations account totaled \$190,414.43. Escrow charges to be approved for payment totaled \$1,748.00.

MOTION by Mr. Hauss, second by Mr. Torino to accept the Treasurer’s Report and approve the payment of \$190,414.43 in bills from the Operations Account and approve the payment of \$1,748.00 in charges from the Escrow Account.

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

Motion carried.

LEGAL REPORT:

Mr. Alice reported that the lease agreement for the former MUA office was drafted, signed, and submitted to the Township. He will follow up with the Township Solicitor to ensure the agreement is fully executed. The Executive Director wants to offer an optional saving plan to employees, particularly the younger ones, who don’t have the benefit of being in Tier 1 of the State pension plan. Mr. Alice drafted a resolution for that purpose and his office is working on the requisite RFP, which will have to be advertised. In order to so, the Authority will have to advertise for RFP’s, and adopt a resolution. That resolution cannot be address until next year. He also drafted resolutions 2022-63 and 64, which are on the agenda for this evening.

ENGINEER’S REPORT:

Bids for the procurement of water main materials for the fossil park will be opened on January 11. Mr. Palgutta anticipates recommending a bid for approval by the Board at the meeting on January 18. DEP authorized the Authority to advertise the Royal Oaks pump station project and the Austin St. pump station projects. Advertising for the two projects was staggered to allow contractors to bid on the second project if they didn’t get the first. For the Royal Oaks project, bid opening is scheduled for January 25. Bid opening for the Austin St. Pump Station will be on February 8. DEP finally approved Change Order No.1 on the Barnsboro Sewer Extension. The Authority can now submit requisitions for reimbursement from the project loan, for work related to the change order. Mr. Palgutta also received written confirmation from DEP that the new Barnsboro pump station may operate with a temporary backup generator, while awaiting the arrival of the generator ordered for that location. The project can’t be closed out until the generator is received. Mr. Palgutta recommended approval of the contractor’s request for payment in the amount of \$63,927. 59.

Mr. Diliscandro inquired about extending the sewer main down Breakneck Rd., from the other side of the Barnsboro pump station. A brief discussion occurred.

MOTION by Mr. Diliscandro, second by Mr. Parks, authorizing Sickels & Associates to survey Breakneck Rd. and assess the prospects for expanding the sanitary sewer, at a cost not to exceed \$25,000.

Roll Call Vote:	Hauss	Yes
	Parks	Yes
	Diliscandro	Yes
	Sheehan	Yes

Motion carried.

SUPERINTENDENT’S REPORT:

Water testing required by the State is done for the year. Material for extending the water main down Union Ave. to the firehouse is on order.

EXECUTIVE DIRECTOR’S REPORT:

Mr. Krebs advised that revenue in October and November was more or less flat, compared to the same months last year. The Executive Order which prohibited the Authority from charging and collecting interest will expire on January 1, in the absence of new legislation. He requested the Board’s permission to begin charging penalties again in January.

MOTION by Mr. Diliscandro, second by Mr. Parks, authorizing the Executive Director to charge interest and penalties on unpaid charges, starting January 1, 2022, unless doing so is legally prohibited.

Roll Call Vote:	Hauss	Yes
	Parks	Yes
	Diliscandro	Yes
	Sheehan	Yes

Motion carried.

Mr. Krebs also requested Board approval of safety awards for the employees

MOTION by Mr. Diliscandro, second by Mr. Parks, authorizing the Executive Director to issue safety awards to Authority employees, in recognition of working through the year without any significant injury.

Roll Call Vote:	Hauss	Yes
	Parks	Yes
	Diliscandro	Yes
	Sheehan	Yes

Motion carried.

Mr. Sheehan praised Mr. Howarth and Mr. Pheasant for the extensive remodeling work they did on the former MUA office building.

MOTION by Mr. Dilisciandro, second by Mr. Parks, adopting Resolution 2022-63, to adjust the holiday schedule for the new Juneteenth Federal holiday.

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

Motion carried.

MOTION by Mr. Dilisciandro, second by Mr. Parks, adopting Resolution 2022-64, to authorize a partial payment of \$63,927.59 to Perna Finnigan for work completed on the Barnsboro Sewer Extension.

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

Motion carried.

NEW BUSINESS:

There was no discussion of new business.

OLD BUSINESS:

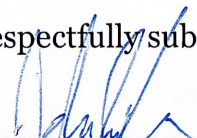
No old business was raised.

ADJOURNMENT:

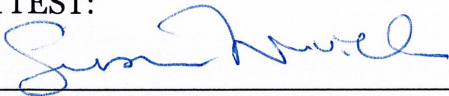
MOTION by Dilisciandro, second by Mr. Parks, to adjourn the meeting at 5:23 p.m.

Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST:


Susan Novick, Recording Secretary
Approved at the meeting held on January 18, 2021