

**Regular Meeting of the Mantua Township MUA  
February 2, 2021**

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The Regular meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, February 2, 2021 at 5:05 p.m. in the Township Building located at 401 Main Street, Mantua, New Jersey.

The meeting was called to order by Chairman Tim Sheehan. Mr. Sheehan stated that the meeting was advertised in the Courier Post and South Jersey Times as required by New Jersey law regarding “Open Public Meetings”.

**Present:**

**Authority Members**

Tim Sheehan, Chairman  
Dan Hauss, Treasurer  
Victor Torino

**Professionals**

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

**Administrative & Managerial Personnel**

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

No one from the public was in attendance.

**APPROVAL OF MINUTES:**

Mr. Sheehan called for a motion to approve the minutes.

**MOTION** by Mr. Dilisciandro, second by Mr. Parks to approve the minutes of the regular meeting held January 19, 2021.

Motion carried by voice vote.

**CORRESPONDENCE:**

There was no discussion of correspondence.

**TREASURER’S REPORT:**

Mr. Hauss provided the current balance in each bank account. Bills to be approved for payment from the operations account totaled \$270,669.84. There were no escrow charges to be approved.

**MOTION** by Mr. Torino, second by Mr. Sheehan to accept the Treasurer’s Report and approve the payment of \$270,669.84 in bills from the Operations Account.

Roll Call Vote:      Torino      Yes  
                              Hauss      Yes  
                              Sheehan    Yes

Motion carried.

**LEGAL REPORT:**

The Solicitor thanked the Board for the reappointment. He noted that his report would be abbreviated, as the last meeting was only a couple weeks ago. Mr. Alice reported he is close to resolving the issues with obtaining an easement, and he anticipates providing a more substantive update at the next meeting.

**ENGINEER’S REPORT:**

Mr. Palgutta thanked the Board for reappointing Sickels & Associates. He also noted that his report would be brief. There were no new items to report for most of the current projects. Mr. Palgutta provided the following updates, by project.

Barnsboro Sewer Extension – A payment request was submitted on behalf of the contractor for the Board’s consideration. Mobilization was slowed somewhat by the recent snow, but the setback won’t be more than a few days, a week at most. Overall, the Engineer is pleased with the rate of progress. The contractor confirmed that he will meet with residents before digging.

Austin St. Pump Station – Mr. Palgutta is scheduled to meet with the Authority’s Superintendent tomorrow. He will then finalize and submit plans to DEP

Royal Oaks Pump Station – This project is under review by DEP.

Mr. Palgutta advised that the possibility of extending a sewer lateral toward Breakneck Road had been discussed. Perna Finnigan, the contractor onsite for the Barnsboro Sewer project, provided an estimate for the work. As the company is already mobilized and working in the area, their costs would most likely be lower than any other company. Perna Finnigan’s quote is a little less than \$23,000.

**MOTION** by Mr. Hauss, second by Mr. Torino approving and authorizing the extension of a sewer lateral towards Breakneck Road, by Perna Finnigan, at a cost not to exceed \$23,000.

Roll Call Vote:      Torino      Yes  
                              Hauss      Yes  
                              Sheehan    Yes

Motion carried.

NB Controls provided a quote for installation of an antenna and other items needed for the SCADA controls system at the new Barnsboro pump station. The quoted price is \$18,650.

**MOTION** by Mr. Hauss, second by Mr. Torino, approving Quote 1884 rev A, from NB Controls Inc., for installation of an antenna and related items for SCADA Control of the Barnsboro pump station and authorizing the work at a cost of \$18,650.00.

Roll Call Vote:      Torino      Yes  
                              Hauss      Yes  
                              Sheehan    Yes

Motion carried.

Mr. Palgutta presented Resolution 2021-15, for approval of a change order on the Barnsboro project. This is an administrative, no-cost, change order. The purpose is to clarify submissions made to DEP. The change order is necessitated by the contractor’s discovery that existing underground utilities conflicted with installation of a manhole, and they would interfere with planned directional drilling. The contractor reconfigured the proposed sewer main to avoid the conflict. This workaround solution differs from the configuration previously approved by DEP, therefore a change order must be submitted.

**MOTION** by Mr. Hauss, second by Mr. Torino, adopting Resolution 2021-15, to approve Change Order number 1 on the Barnsboro Sewer Extension project.

Roll Call Vote:      Torino      Yes  
                              Hauss      Yes  
                              Sheehan    Yes

Motion carried.

**SUPERINTENDENT’S REPORT:**

Mr. Pheasant reported that the crew has been assisting the Township’s Public Works Department with snow plowing. Everything is running well except for Well 8.

A.C. Schultes will be on site tomorrow to assess the situation.

**EXECUTIVE DIRECTOR’S REPORT:**

Mr. Krebs reported that revenue is down even though billing is up. Revenue for December of 2020 was about \$40,000 less than it was in December of the prior year. This appears to be a trend; he will continue to monitor. Mr. Krebs requested the Board’s permission to continue waiving late fees and penalties, due to the pandemic. He also introduced resolutions 15, 16, 17, 19, 20 and 21.

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

Motion carried.

**MOTION** by Mr. Torino, second by Mr. Hauss, to adopt the following resolutions:

Resolution #2021-15, authorizing Change Order Number 1 on the Barnsboro Sewer Extension Project;

Resolution #2021-16, authorizing partial payment number 1 to Perna Finnigan, in the amount of \$588,9645.03;

Resolution #2021-24, memorializing Board authorization for a new lateral installation near Breakneck Rd. by Perna Finnigan at a cost not to exceed \$23,500.;

Resolution #2021-25, approving Sickels & Associates, Inc. Proposal No. 2021-30, for inspection and evaluation of the million-gallon water tank;

Resolution #2021-26, adopting “Chapter 48” provisions regarding the health care benefits of retirees;

Resolution #2021-27, adjusting the compensation for operations staff;

Resolution #2021-28, expressing the Authority’s intent to reimburse itself for expenditures relating to capital improvements.

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

Motion carried.

**NEW BUSINESS:**

There was no new business.

**OLD BUSINESS:**

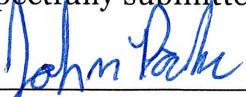
No old business was raised.

**ADJOURNMENT:**

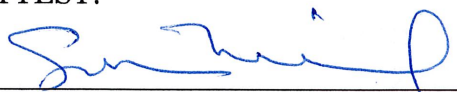
MOTION by Mr. Torino, second by Mr. Hauss to adjourn the meeting at 5:40 p.m.

Motion carried unanimously by voice vote.

Respectfully submitted:

  
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 John Parks, Secretary

ATTEST:

  
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 Susan Novick, Recording Secretary

Approved at the meeting held on April 20, 2021