

**Regular Meeting of the Mantua Township MUA  
March 16, 2021**

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The Regular meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, March 16, 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”.

The flag salute was followed by Roll Call.

**Present:**

**Authority Members**

Tim Sheehan, Chairman  
Mario Dilisciandro, Vice Chairman  
Dan Hauss, Treasurer  
John Parks, Secretary  
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

Residents George Mote and Lisa Kammerer also attended.

The Solicitor, John Alice, advised that Mario Dilisciandro was sworn into office before the meeting.

**PUBLIC PORTION**

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

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

Motion carried by voice vote.

Two Mantua residents had questions regarding the possibility of extending the sanitary sewer main further down Barnsboro Rd. Mr. Palgutta advised that the sewer main extension currently under construction will include all the homes on that road that can use gravity to draw the sewer flow to the pump station. The engineers have drafted a preliminary report on the feasibility of extending the main further; they are currently calculating cost estimates. Once the calculations are done the report will be finalized and

submitted to the Board for consideration. There is no set timeline for consideration of the engineer’s report.

Mr. Sheehan added that the Board will try to have more information at the next meeting. MOTION by Mr. Dilisciandro, second by Mr. Hauss to close the meeting to public comment.

Motion carried by voice vote.

**APPROVAL OF MINUTES:**

Tabled until the next meeting.

**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 \$195,154.20. Escrow charges to be approved for payment totaled \$1,210.75.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Treasurer’s Report and approve the payment of \$195,154.23 in bills from the Operations Account and the payment of \$1,210.75 in charges from the Escrow Account.

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

Motion carried.

**LEGAL REPORT:**

Mr. Alice prepared several resolutions for the meeting. He discussed a residential account with the Board.

**ENGINEER’S REPORT:**

Country Gardens – The contractor is looking to pave the final section of the development next week. The engineer is working with the Authority’s Superintendent on a punch list of items to be completed before paving.

Water Allocation Application – The Authority has applied to DEP to have water allocated for the Inversand site transferred to another site owned by the Authority. DEP confirmed that this is a straightforward application, but due to the volume of pending applications no action is expected for about two months.

Master Water Permit Application - The permit was issued following DEP review.

Factory at Total Turf – There has been no new activity to report.

Barnsboro Sewer Extension – The snow in February was followed by the contractor’s foreman and crew getting COVID-19. The contractor lost some days as a result of those events. It looks as if they are back on schedule now. The electrician will be on site the first week of April. Much of the gravity work will be done before then. The contractor and engineer continue to stay in touch with residents.

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.

**SUPERINTENDENT’S REPORT:**

Mr. Pheasant reported that Well 8 is still down. He is awaiting an inspection report from A.C. Schultes. A new water meter was installed at the treatment plant. In addition, the crew rebuilt some pumps and painted the interior of the plant.

**EXECUTIVE DIRECTOR’S REPORT:**

Mr. Krebs requested the Board’s permission to continue waiving late fees and penalties, due to the pandemic. He advised that the State has extended the moratorium on shutting off utilities. In addition, the Tax Sale scheduled for June has been postponed. He anticipates the Tax Sale being held in December this year. Mr. Krebs is hoping to participate in the Tax Sale because the Authority’s funds are depleted. There was a noticeable drop-off in revenue in December and the trend has continued. The aged accounts now total about \$320,000, not including new charges on the bills issued this month. If the Authority participates in the Tax Sale, 90% of the listed accounts will be paid before the sale date. The phone equipment and system have been updated to VOIP. The system is the same one the Township is using. Authority employees can now get calls from home, if, for example, the office is closed again due to a pandemic. The shared services agreement with the Township for payroll services has been reinitiated, to assist while a Township employee is on maternity leave.

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 by voice vote.

MOTION by Mr. Dilisciandro, second by Mr. Hauss, to adopt the following resolutions:  
Resolution #2021-10, appointing Conner, Strong & Buckalew the Risk Management Consultant for the Authority;

Resolution #2021-22, approving a Shared Services agreement with Mantua Fire District No. 1;

Resolution #2021-23, memorializing Board approval of Quote 1884 rev A, submitted by NB Controls Inc., for installation of SCADA Control equipment at the new Barnsboro pump station, at a cost not to exceed \$18,650.00;

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:**

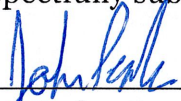
No old business was raised.

**ADJOURNMENT:**

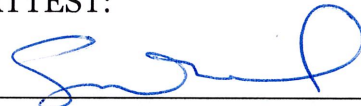
MOTION by Mr. Torino, second by Mr. Hauss to adjourn the meeting at 5:40 p.m.

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