

**Regular Meeting of the Mantua Township MUA
March 31, 2020**

In accordance with New Jersey law regarding “Open Public Meetings”, notice of the meeting 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. Due to “social distance” requirements necessitated by the COVID-19 pandemic, this meeting was held via conference call. Information on how to join the conference call was posted on the front door of the Authority office located at 397 Main Street in Mantua, New Jersey.

ROLL CALL:

Members Present: Tim Sheehan, Mario Dilisciandro, John Parks, Charles Burkett, Vince Voltaggio, Alternate Daniel Hauss

Also Present: John A. Alice, Solicitor
David Palgutta, Engineer
William Krebs, Executive Director
Jeff Baker, Superintendent
Susan Novick, Recording Secretary

PUBLIC PORTION

No one from the public attended the meeting.

CORRESPONDENCE:

There was no discussion of correspondence.

TREASURER’S REPORT – Charles W. Burkett:

The bill list was provided to Board members in advance of the meeting. Mr. Burkett stated the balance in each bank account. Bills to be approved for payment from the operations account totaled \$346,997.49. There were no escrow charges to be approved.

MOTION by Mr. Burkett, second by Mr. Dilisciandro, to accept the Treasurer’s Report and approve the payment of bills from the Operations Account totaling \$346,997.49.

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

Motion carried.

ENGINEER’S REPORT – David Palgutta:

Barnsboro Sewer Extension: Mr. Palgutta confirmed the second set of bids for the project were received and opened. All of the bids were considerably higher than anticipated. As set forth in his letter dated March 27, 2020, he

recommended rejecting the bids. He inquired as to whether the Board wanted to re-advertise for bids, or negotiate with the bidders.

Mr. Alice added that the Authority has put the project out to bid twice, and both times the bids have come in higher than expected. In this situation, New Jersey law (N.J.S.A. 45:11-5) allows the Authority to negotiate with the vendors for the purpose of reaching an agreement at or below the anticipated cost. That is one option. It is not required.

MOTION by Mr. Voltaggio, second by Mr. Dilisciandro, to adopt Resolution #2020-20, rejecting all bids received for the Barnsboro Sanitary Sewer Extension project.

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| Roll Call Vote: | Voltaggio | Yes |
| | Burkett | Yes |
| | Parks | Yes |
| | Dilisciandro | Yes |
| | Sheehan | Yes |

Motion carried.

MOTION by Mr. Voltaggio, second by Mr. Dilisciandro, authorizing the Engineer and Executive Director to negotiate with the bidders for the purpose of reaching an acceptable agreement for construction of the Barnsboro Sanitary Sewer Extension project.

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| Roll Call Vote: | Voltaggio | Yes |
| | Burkett | Yes |
| | Parks | Yes |
| | Dilisciandro | Yes |
| | Sheehan | Yes |

Motion carried.

Mr. Sheehan reviewed three sets of quotes. The first three quotes were for a recycling pump for the water treatment plant. A.C. Schultes was the lowest bidder, at \$3,495.00. The treatment plant also needs a 6” water meter with a remote head and outputs for SCADA. The lowest bidder for that item was Stover Sensor Controls, at \$3,769. Finally, three companies quoted the cost to replace 9 lights at the back of the garage. Baker Electric submitted the lowest quote, at \$4,360. There were no questions about the quotes.

MOTION by Mr. Burkett, second by Mr. Parks, authorizing three purchases: a recycling pump from A.C. Schultes for the quoted priced of \$3,495; a 6” water meter with remote head and SCADA outputs from Stover Sensor Controls for the quoted price of \$3,769; the replacement of 9 lights at the back of the Authority’s garage, by Baker Electric, for the quoted priced of \$4,360.

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| Roll Call Vote: | Voltaggio | Yes |
| | Burkett | Yes |
| | Parks | Yes |
| | Dilisciandro | Yes |
| | Sheehan | Yes |

Motion carried.

EXECUTIVE DIRECTOR’S REPORT – William Krebs:

Semi-annual flushing of the water system will begin on Sunday, April 5. Just before the pandemic took hold here, the MUA sent out Tax Sale notices. Some residents are upset about the sale, given what’s happening with the economy and the rise in unemployment. The Tax Sale is mandated by State law, and it is run by the Township. Whether the Tax Sale will go on as scheduled, or be postponed or cancelled, is for the State to decide. The Authority did suspend the shut-off program, as of March 17. A couple days later the State directed that every water supplier stop shut-offs for non-payment of bills. Residents are starting to call to report they cannot pay their bills in full because they have lost their jobs due to the virus. At this time the office staff is telling people to pay what they can. Mr. Krebs expects the trend to continue, which raises concerns about cash flow. After speaking with the auditors, he believes the Authority has sufficient funds to sustain itself for the next two to three months; after that some tough decisions may have to be made. He will direct the staff to limit purchases to the bare necessities. Additional documents were submitted to Bowman and Company for the annual audit. A new team, headed by Mike Welding, will be doing the audit this year, as Nina Sorelle is preparing to retire. Everyone on the Board should receive an email regarding the annual financial disclosure. As of now, the deadline for filing is firm; the State says the deadline will not be extended due to the virus.

Mr. Burkett inquired as to whether interest will still be added to unpaid bills. Mr. Krebs advised that he raised that issue with Mike Welding. This is new territory for everyone. Mr. Welding will look into what other Authorities are doing, and then they will consider the options and best course of action.

SUPERINTENDENT’S REPORT - Jeff Baker:

Mr. Baker reported that the crew is doing everything possible to stay healthy so they can continue to keep the water and sewer systems running. In addition to frequent disinfection, they crew is working in split shifts. Essentially, the crew has been split into two teams that work different schedules. All projects are on hold for the time being. There isn’t enough manpower on a half crew to proceed with any sort of construction or installation. All the essential work, and the work required by law, is being done. This includes water sampling, mark-outs, reading and maintaining wells and pump stations, and any emergencies that arise. Flushing will begin on Sunday. It may be a more drawn out process than usual, but the goal is still to finish within two weeks.

Mr. Sheehan requested a motion for Resolution #2020-19.

MOTION by Mr. Burkett, second by Mr. Voltaggio, to adopt Resolution #2020-19, requiring that all checks drawn on Authority accounts be signed by the Chairman or Secretary, and countersigned by the Executive Director.

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| Roll Call Vote: | Voltaggio | Yes |
| | Burkett | Yes |
| | Parks | Yes |
| | Dilisciandro | Yes |
| | Sheehan | Yes |

Motion carried.

NEW BUSINESS:

Mr. Voltaggio advised that if Mr. Burkett wishes to step down to the role of an alternate, he must submit a letter of resignation to the Township this week in order to get on the agenda for next week's Committee meeting.

OLD BUSINESS:

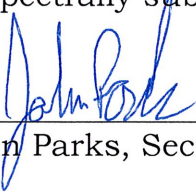
There was no discussion of old business.

ADJOURNMENT:

MOTION by Mr. Parks, second by Mr. Dilisciandro, to adjourn the meeting at 5:20 p.m.

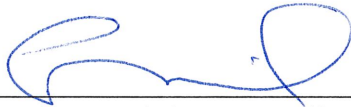
Motion carried unanimously.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary

Recorded and prepared by Susan Novick
Approved at the meeting held on April 21, 2020