

***Regular Meeting of the Mantua Township MUA  
June 18, 2019***

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In accordance with New Jersey law regarding “Open Public Meetings” notice of this 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 Vice-Chairman Charles Burkett in the meeting room of the Authority office located at 397 Main Street in Mantua, New Jersey.

**PLEGE OF ALLEGIANCE**

**ROLL CALL:**

Members Present: Charles Burkett, Tim Sheehan, Mario Dilisciandro,  
Vince Voltaggio, Alternate John Parks  
Members Absent: Tom Gregg, Alternate Howard Bruner  
Also Present: Michael Avalone, Conner Strong & Buckelew  
William Krebs, Executive Director  
John A. Alice, Solicitor  
Dave Palgutta, Engineer  
Susan Novick, Recording Secretary

Mr. Parks voted in place of Mr. Gregg

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

Motion carried.

**PUBLIC PORTION:**

Resident William Hovel inquired as to the status of the agreement he must sign before connecting his home to the public sanitary sewer. Mr. Alice stated that he prepared the agreement and sent it to the Authority; Mr. Baker made a correction to the agreement and returned it to Mr. Alice’s office. It was determined that Mr. Alice’s office will make the correction and email the corrected agreement to Mr. Hovel. Mr. Hovel will then forward the email to his daughter. She will sign and return the agreement to Mr. Hovel for his signature.

Michael Avalone, from Conner Strong & Buckelew, provided an annual update on the financial health of the New Jersey JIF, the insurer for the Authority.

MOTION by Mr. Dilisciandro, second by Mr. Voltaggio, to close the public portion and re-open the regular meeting  
Motion carried.

**APPROVAL OF MINUTES:**

MOTION by Mr. Sheehan, second by Mr. Voltaggio, to approve the minutes of the regular meeting held May 21, 2019.

Motion carried unanimously.

MOTION by Mr. Voltaggio, second by Mr. Dilisciandro, to approve the minutes of the public hearing held May 21, 2019.

Motion carried unanimously.

**CORRESPONDENCE:**

There was no discussion of correspondence.

**TREASURER’S REPORT – Mario Dilisciandro:**

Balances in each bank account were reported. Bills to be approved for payment from the operations account totaled \$349,241.89. Bills to be approved for payment from escrow accounts totaled \$6,416.50.

MOTION by Mr. Voltaggio, second by Mr. Dilisciandro, to accept the Treasurer’s Report and approve the payment of bills from the Operations Account totaling \$349,241.89, and from the Escrow Accounts totaling \$6,416.50.

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

Motion carried.

**LEGAL REPORT – John A. Alice, Esquire:**

Sump Pump Issue – the letter to residents concerning the rules for sump pump discharge was re-drafted as per the Board’s direction, and given to the Authority. Mr. Krebs confirmed that the letter was mailed out to the residents of two neighborhoods.

591 Holdings – owns a property on Mantua Blvd. that has a sewer easement running through it. The Authority wanted to expand the easement for the purpose of installing a water main. The water main would run from Fairview Dr. to Mantua Blvd. Shortly before the meeting the original deed was located and it Mr. Alice determined that the easement belongs to GCUA. Rather than issuing a letter of intent to 591 Holdings, the Authority will have to work with the GCUA on using the easement for a new water main.

Fairview Dr. – was listed separately on the agenda, but it is the same project as 591 Holdings.

Dippy’s Ice Cream – there was a loose end that needed to be tied up, but that was resolved. The deed restriction has been completed and sent to Dippy’s attorney for signatures and recording.

Grandview Ave. – Mr. Alice spoke with Lois Varalli, secretary for the Township Planning Board. She advised that no permits have been issued yet. The County is requiring the builder to remove an overgrowth of bamboo first. At this point there is no rush for the deed restrictions that will be necessary for the private force mains the builder plans to install. Mr. Alice will loop back to this project as it progresses, and draft any necessary agreements or deed restrictions.

Mr. Burkett asked about sending a cease and desist letter to the company that is developing the property at 730 Mantua Blvd., formerly the Prickett nursery. Mr. Alice did not recommend that as the best course of action; it might be more appropriate to have the matter addressed in municipal court.

**ENGINEER’S REPORT – David Palgutta:**

T-Mobile – the site improvements are 90% complete.

Verizon Wireless – the applicant has hired a new contractor and is scheduled to be on site this week.

Legends at Mantua – the items remaining on the punch list have been completed. The developer has submitted a form D application and requested that the performance bonds be released. The Engineer has no objection to releasing the performance bonds as long as a maintenance bond is posted; but he did note that the roads have not been paved or dedicated to the Township. The Board declined to take any action until the roads are dedicated.

Country Gardens – the builder is finishing up Section 4A; they will be posting performance bonds for Section 4B.

Barnsboro Sewer Extension – the Engineer responded to comments from the Treatment Works and Soil Erosion offices. Treatment Works approval has been received; Soil Erosion approval is pending. Everything from the public hearing was submitted to the DEP, along with technical submissions. The project is now under technical review by DEP. In the meantime, the Engineers will tweak the bid documents.

Mr. Voltaggio asked if anyone had spoken with the resident who lives on Breakneck Rd., just south of the basin, and whether his property had been evaluated for connection to the new sanitary sewer. Mr. Palgutta was hesitant to add the property to the project now, as “project creep” could slow down or halt the whole process. He will talk to the resident and evaluate his property for possible connection after the sewer extension is completed, or during a later phase of construction.

Austin St. Pump Station – The Engineer is working with DOT on the routing of the force main, and to clarify some of DOT’s requirements, as well as preparing a preliminary design.

Royal Oaks Pump Station – The preliminary planning documents are done and will be most likely be submitted before the next Board meeting. The Engineer hopes to clarify the scope of work with regard to the force main, as the force main is deeper than expected. It is better that this was discovered now. If Mr. Baker and the crew had not confirmed the true depth of the main, it would have necessitated a very large change order in the field.

Centre City – improvements to Centre City will be revisited once the Barnsboro, Austin St. and Royal Oaks projects are off the ground.

Mr. Voltaggio asked if the Barnsboro project is still on course, so that info can be provided to the residents by the end of July/early August. Mr. Palgutta believes so.

**FOREMAN’S REPORT – William Krebs:**

Referring to a letter listed on the Correspondence List, Mr. Krebs advised that Industrial Valley is claiming one of their bills has not been paid. There is a difference of opinion as to the extent of the work Industrial Valley was hired to perform. Mr. Krebs will discuss the matter with legal counsel.

**EXECUTIVE DIRECTOR’S REPORT – William Krebs:**

Mr. Krebs requested the Board’s permission to zero out two old accounts. Both accounts were for irrigation and/or water used by the builder during construction of the Snowy Owl/Ravenswood neighborhood. The meters were removed several years ago, but small balances remained.

MOTION by Mr. Dilisciandro, second by Mr. Sheehan, authorizing the Authority staff to deduct \$3.44 from account 811980, and to deduct \$12.82 from account 811990, in order to make both accounts balances zero.

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

Motion carried.

MOTION by Mr. Sheehan, second by Mr. Voltaggio to formalize the adoption of Resolution 2019-30, approving a \$0.75 per hour anniversary raise for Ray Ledrich, effective May 27, 2019.

Roll Call Vote:	Parks	Yes
	Voltaggio	Yes

Dilisciandro	Yes
Sheehan	
Burkett	Yes

Motion carried.

Mr. Krebs requested the Board’s authorization to work with the Solicitor on new or alternate methods of timekeeping for the work week, or tracking work performed by the salaried staff. There were some discussion of the fact that most salaried employees work well in excess of 40 hours per week, but they are not compensated for the additional hours. Mr. Alice advised that no formal action was required by the Board in order for Mr. Krebs to explore different options. Board members asked that they be advised in advance of any proposed changes requiring Broad action.

Mr. Krebs reported that the Invoice Cloud program had launched, it was being used by customers to make payments, and so far it was working very smoothly.

**NEW BUSINESS:**

There was no discussion of new business.

**OLD BUSINESS:**

There was no discussion of old business.

**ADJOURNMENT:**

MOTION by Mr. Voltaggio, second by Mr. Sheehan to adjourn the meeting at 6:04 p.m.

Motion carried unanimously.

Respectfully submitted:

  
Charles W. Burkett, Vice-Chairman

ATTEST:   
Susan Novick, Recording Secretary

Recorded and prepared by Susan Novick  
Approved at the meeting held on July 16, 2019