

**Regular Meeting of the Mantua Township MUA
April 18, 2023**

The regular monthly meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, April 18, 2023, at 5:00 p.m., in the Township Building located at 401 Main Street, Mantua, New Jersey.

The meeting was called to order by Chairman Dan Hauss.

The flag salute was followed by the Sunshine Notice.

ROLL CALL

Present from the Board were Chairman Daniel Hauss, Secretary John Parks, Engineering Coordinator Tim Sheehan, First Alternate Kevin Howarth, and Second Alternate James Neely. Mr. Howarth and Mr. Neely were designated to vote in place of Mario Dilisciandro and Victor Torino.

Also present were Solicitor John Alice, Engineer Mark Brunermer, Engineer Dave Palgutta, Executive Director William Krebs, Superintendent Paul Pheasant, and Recording Secretary Susan Novick.

No one from the public attended the meeting.

APPROVAL OF MINUTES

MOTION by Tim Sheehan to approve the minutes of the regular meeting held March 21, 2023. Second by John Parks. Motion approved by voice vote.

TREASURER'S REPORT

James Neely read the Treasurer's Report, including the balance in each local bank account. Bills to be approved for payment from the operations account totaled \$876,707.29. Open escrow charges totaled \$1,524.25.

MOTION by Mr. Sheehan, second by Mr. Parks to accept the Treasurer's Report and authorize the payment of \$876,707.29 in bills from the Operations Account and authorize the payment of \$1,524.25 in escrow charges.

Motion unanimously approved by roll call vote.

LEGAL REPORT

Solicitor John Alice advised that he received a proposal to buy out the leases of antenna space on the million-gallon tank. He believes the offer is probably too low to be of interest to the Board. He will review the proposal again before suggesting a course of action to the Board. He and the Executive Director tried to meet but couldn't do so. They did have a telephone conversation regarding a recent claim for water damage caused by a leaking meter. It's a small claim for monetary damages and there is no indication that the resident ever notified

the Authority of the leak. Mr. Alice thinks it best to leave the matter in the hands of the Authority's insurer, the Joint Insurance Fund. Three resolutions were drafted in preparation for the meeting.

MOTION by Mr. Sheehan, second by Mr. Parks, to accept the Solicitor's report.

Motion carried by voice vote.

ENGINEER'S REPORT

Engineer Dave Palgutta recommended approving a payment request from Arthur R. Henry, Inc. The requested amount is \$152,000 and it is for installation of a new force main pursuant to Contract A of the Austin St. project. B&H Contracting did not submit a payment request for the Austin St. project this month. They are waiting in the wings until the new force main is complete.

B&H did request payment for work on the Royal Oaks Sewer Station project. The amount requested was \$80,000; Mr. Palgutta recommended approval. The project is about 60% complete, however, delivery of the generator is not expected until at least Thanksgiving.

Mr. Palgutta intends to work with the Authority's Superintendent this month on plans for the upcoming work in Center City.

MOTION by Mr. Sheehan, second by Mr. Parks, to accept the Engineer's report.

Motion carried by voice vote.

SUPERINTENDENT'S REPORT

Superintendent Paul Pheasant provided an overview of projects the crew completed over the past month, which included the following: replacement of a fire hydrant, replacements of a water valve at Wenonah Ave and Clinton Ave., two sewer repairs, cleanup and removal of the asphalt stored near the garage. Mr. Pheasant attended training classes at the annual AWWA conference along with Paul Leinhauser and Matt Damon. Mr. Pheasant and Mr. Leinhauser took additional training; they can now train and prepare other employees to get their CDL licenses. Kyle Capanna is scheduled to learn GPS and GIS mapping. The remote camera the Board approved last month has been ordered. Mr. Pheasant reminded the Board that Well 7 has been down for almost a year. It doesn't produce much water anymore, and what it does produce is not of the best quality. Mr. Pheasant and the Engineer have discussed a few options. Possible solutions include reconditioning the existing well; putting a smaller casing inside the well with new gravel packing, to improve the drawing power; and drilling a new well. DEP would consider a new well within 100 feet of the current well to be a minor modification of the site. If the new well is more than 100 feet from the current well, then it becomes a major modification, and the engineering work and expense increases exponentially.

MOTION by Mr. Sheehan, second by Mr. Parks, to accept the Superintendent's report.

Motion carried by voice vote.

EXECUTIVE DIRECTOR

Executive Director William Krebs reminded the Board this is the last month the State requires authorities and municipalities to accept payments towards balances on “moratorium” accounts, which were discussed last month. However, this Authority will continue to accept payments up until the deadline for tax sale. That will give residents a few extra months to bring their accounts current enough to avoid tax sale. The number of moratorium accounts is down to 245; the balance on those accounts is about \$140,000. That is a slight improvement over last month. The State of NJ has been sending notices regarding residents who have applied for assistance paying their water bills. A surprising number of people applied for assistance during the pandemic. Once the state starts issuing payments on behalf of the people who qualify, there should be a significant drop in the number of moratorium accounts carrying balances. There are a couple issues related to the sewer flow from the hospital and Rowan Tech Park. First, there may be a disconnect between the Authority and Harrison Township. Any expansion of the hospital would require various approvals from Harrison Township. However, no one from Harrison Township notified the Authority of an expansion nor has anyone requested approval to increase the sewer flow. As a result, increased sewer flow from that area is unexpected. At the same time, there is a float in the metering station that is not working. Until the float is repaired, no one can say for sure whether the increase is from the hospital or Tech Park.

Revenue receipts for February of this year were about \$274,000, almost \$20,000 less than in February of 2022. March was a very good month. Revenue receipts in March were \$440,000, about \$160,000 more than in February, and \$100,000 more than in March of 2022.

As Mr. Alice reported, a resident is claiming she suffered water damage caused by a leaking meter. Mr. Krebs considered having a closed session to allow for discussion of the claim. On second thought, that seems unnecessary. The Authority’s exposure is limited to the \$1,000 insurance deductible. In addition, the Joint Insurance Fund (JIF) will provide legal representation, if necessary. All in all, Mr. Krebs agrees with Mr. Alice; the best course of action is to honor the process.

MOTION by Mr. Sheehan, second by Mr. Parks, to accept the Executive Director’s report.

Motion carried by voice vote.

RESOLUTIONS

MOTION by Mr. Sheehan, second by Mr. Parks, to adopt Resolution 2023-27, authorizing partial payment #3 to Arthur R. Henry, Inc., in the amount of \$154,492.10, pursuant to Contract B of the Austin St. Sewer Station and Force Main Replacement project.

Roll call vote: Neely-Aye, Howarth-Aye, Sheehan-Aye, Parks-Aye, Hauss-Aye. Motion approved unanimously.

MOTION by Mr. Sheehan, second by Mr. Parks, to adopt Resolution 2023-28, authorizing partial payment #5 to B&H Contracting, Inc., in the amount of \$80,609.90, for work on the Royal Oaks Sewer Station project.

Roll call vote. Motion approved. Unanimously.

MOTION by Mr. Sheehan, second by Mr. Parks, to adopt Resolution 2023-29, authorizing a merit pay increase for K. Capanna, effective May 8, 2023.

Roll call vote taken. Motion unanimously approved.

ADDITIONAL BUSINESS

The Chairman presented two quotes for a hydra-hammer attachment for the mini-excavator. A hydra-hammer would make it faster and easier for the crew to tear up asphalt. There was a brief discussion.

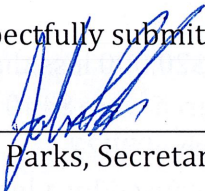
MOTION by Mr. Sheehan, second by Mr. Parks, directing the Executive Director and Superintendent to 1.) choose a hydra-hammer and find it at the best price, 2.) join a cooperative purchasing program if necessary to get the best price, and 3.) purchase a hydra-hammer, at a cost not to exceed \$15,000.

Roll call vote taken. Motion unanimously approved.

MOTION by Mr. Dilisciandro, second by Mr. Parks to adjourn the meeting at 5:47 p.m.

Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary

Approved at the meeting held on May 16, 2023