

**Regular Meeting of the Mantua Township MUA  
November 21, 2023**

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The regular monthly meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, November 21, 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 Chairman asked everyone to rise for the flag salute. He delivered the Sunshine Notice as required by the New Jersey Open Public Meetings Act.

**ROLL CALL**

Present: Chairman Daniel Hauss, Vice-Chairman Mario Dilisciandro, Treasurer Victor Torino, Secretary John Parks, Engineering Coordinator Tim Sheehan, First Alternate Kevin Howarth, Second Alternate James Neely.

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

**APPROVAL OF MINUTES**

MOTION by Mario Dilisciandro to approve the minutes of the regular meeting held October 17, 2023. Second by Tim Sheehan. Motion approved by voice vote.

**PUBLIC PARTICIPATION**

No one from the public attended the meeting.

**TREASURER'S REPORT**

Treasurer Victor Torino reported the balance in each of the Authority's local bank accounts, the total amount to be paid from the operations fund, and the total amount to be paid in escrow fees. The operating expenses totaled \$273,430.87. The escrow charges totaled \$4,340.25.

MOTION by Mr. Dilisciandro, second by Mr. Sheehan to accept the Treasurer's Report and authorize the payment of \$273,430.87 in operating expenses and the payment of \$4,340.25 in escrow charges.

Roll call vote. Motion approved unanimously.

**SOLICITOR'S REPORT**

Mr. Alice confirmed his understanding that the Board wishes to terminate the shared services agreement with Monroe MUA. He will let Monroe's solicitor know and express the need for a 90-day transition period, and Monroe's cooperation with same. Mr. Alice

contacted a legal expert on the issue of “forever chemicals” and obtained a retainer agreement for his services. Mr. Alice will review and discuss the agreement with the Executive Director.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Solicitor’s report.

Motion carried by voice vote.

### **ENGINEER’S REPORT**

Engineer Dave Palgutta advised a change order for Contract A of the **Austin St. Pump Station** project is needed, based on adjustments to the quantities and/or costs for as-built items and services. The change order will reduce the cost of the contract by about \$32,000. The contractor for this part of the project, Arthur H. Henry, Inc., requested a partial payment in the amount of \$45,501.51. Mr. Palgutta recommended approving the payment request.

B&H Contracting has some site improvements, paving, and fencing still to do under contract B of the project, but the bulk of the work is complete. Mr. Palgutta recommended approving B&H’s request for a partial payment of \$19,501.99.

The manufacturer of the generator needed for the **Royal Oaks Pump Station** rehabilitation project changed the expected date of delivery from mid-December to mid-January.

Mr. Palgutta met with the Superintendent regarding the schedule for jetting and video-inspecting the sewer mains in **Center City**. He will meet with the Superintendent, Executive Director, and Assistant Executive Director to discuss the methods of construction.

The ‘Form F’ application for the car wash at Timberline Plaza was approved last month. Mr. Palgutta recently prepared and submitted estimates for the bonds and escrows for this project. Mr. Palgutta recommended approving the ‘Form F’ application for the WaWa store proposed by Mt. Royal Partners.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Engineer’s report.

Motion carried by voice vote.

### **SUPERINTENDENT’S REPORT**

Superintendent Paul Pheasant reported the crew assisted the GCUA with repairing a metering station in Country Gardens. The water main upgrade near Bergen Ave. is complete up to Somerset Ave. The project has been tabled until Spring. In Center City, the crew is working on Phase 2 of jetting and doing video-inspection of the sewer mains. They will pick up with Phase 3 in the new year. The goal is to gather all the data before the reorganization meeting in February of 2024. The New Jersey JIF did an inspection today; that went very well. A hydrant was moved to get it off an access road. Mr. Pheasant is waiting for the delivery of parts needed to finish rebuilding the Carriage Hill Lift Station. The crew repaired a break in a sewer main on Somerset Ave. The materials the owners used when they first connected to sewer were substandard and prone to breakage. For a more long-term solution, Mr. Pheasant wants to see the problem areas replaced with better grade materials and re-tied into the main.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Superintendent’s report.

Motion carried by voice vote.

**EXECUTIVE DIRECTOR**

Mr. Krebs reported the latest statistics for revenue, amounts billed, and gallons of water pumped. The sewer flow from Inspira Hospital was 500,000 gallons less than the month before. The billing numbers are solid because of the upcoming tax sale. The number of accounts eligible for tax sale has decreased from a high of 440 down to 110. Finally, Mr. Krebs reminded the Board the Authority office stays open until 6:30 on Wednesdays, and he asked that they close at 4:30 on the Wednesday before Thanksgiving.

Mr. Hauss approved the request and said that closing at 4:30 on the Wednesday before Thanksgiving should be the standard practice.

MOTION by Mr. Dilisciandro, second by Mr. Parks to accept the Executive Director's report.

Motion carried by voice vote.

**RESOLUTIONS**

MOTION by Mr. Dilisciandro, second by Mr. Parks to adopt Resolution 2023-63, approving Change Order No.1 for Contract A of the Austin St. Sewer Station Rehabilitation and Force Main project.

Roll call vote. Motion approved unanimously.

MOTION by Mr. Dilisciandro, second by Mr. Parks to adopt Resolution 2023-64, authorizing partial payment no. 5 to Arthur R. Henry, in the amount of \$48,610.51, for work on Contract A of the Austin St. Sewer Station project.

Roll call vote. Motion approved unanimously.

MOTION by Mr. Dilisciandro, second by Mr. Parks to adopt Resolution 2023-65, authorizing partial payment no.8 to B&H Contracting, Inc., in the amount of \$19,501.99, for work on Contract B of the Austin St. Sewer Station project.

Roll call vote. Motion approved unanimously.

MOTION by Mr. Dilisciandro, second by Mr. Parks to adopt Resolution 2023-66, approving the hiring of Rhonda Gigliotti as a part-time fee accountant for the Authority.

Roll call vote. Motion approved unanimously.

MOTION by Mr. Dilisciandro, second by Mr. Parks to adopt Resolution 2023-7, terminating the shared services agreement with Monroe MUA.

Roll call vote. Motion approved unanimously.

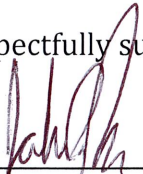
No new or old business was raised.

**ADJOURNMENT**

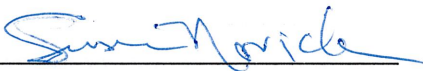
MOTION by Mr. Parks, second by Mr. Dilisciandro to adjourn the meeting at 5:20 p.m.

Motion carried 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 December 19, 2023