

**Regular Meeting of the Mantua Township MUA
January 16, 2024**

The regular monthly meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, January 16, 2024, at 5:00 p.m., in the Township Building located at 401 Main Street, Mantua, New Jersey.

The meeting was called to order by Vice Chairman Mario Dilisciandro.

The Vice 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: Vice-Chairman Mario Dilisciandro, Engineering Coordinator Tim Sheehan, First Alternate Kevin Howarth, Second Alternate James Neely.

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

The Vice-Chair designated Mr. Howarth and Mr. Neely to participate and vote in place of Chairman Daniel Hauss and Treasurer Victor Torino.

Mr. Jason Snyder was sworn in by Guy W. Killian, Esquire, standing in for Solicitor John Alice.

The Vice-Chair stated that letters of resignation were received from the Chairman, Daniel Hauss, and Treasurer Victor Torino. He thanked both men for their service and called for a motion.

MOTION by James Neely, second by Tim Sheehan to accept the letters of resignation tendered by Chairman Daniel Hauss and Treasurer Victor Torino.

Motion carried by voice vote.

APPROVAL OF MINUTES

MOTION by Mr. Neely, second by Mr. Sheehan to approve the minutes of the regular meeting held December 19, 2023. Motion carried by voice vote.

PUBLIC PARTICIPATION

No one from the public attended the meeting.

TREASURER'S REPORT

Mr. Howarth presented the Treasurer's report, including the balance in each local bank account and the total amount to be paid from the operations fund and escrow fund. The operating expenses totaled \$301,409.53. The escrow charges totaled \$7,802.25.

MOTION by Mr. Neely, second by Mr. Sheehan to accept the Treasurer's Report and authorize the payment of \$301,409.53 in operating expenses and the payment of \$7,802.25 in escrow charges.

Roll call vote. Motion approved unanimously.

SOLICITOR'S REPORT

No report was made.

ENGINEER'S REPORT

Engineer Dave Palgutta reported that NJIB is looking to include the **Austin St. Pump Station and Force Main** and the **Royal Oaks Pump Station** projects in the Spring Bond Pool. He will have final payment recommendations for both projects ready for consideration at the next meeting. The generator for the Austin St. station is scheduled to ship on January 18 and arrive in February. The next Board meeting is on February 6, two weeks earlier than usual. It is unlikely B&H Contracting will be able to install the meter and finish the remaining site work by February 6. Therefore, the Engineer will recommend final payment, contingent upon the contractor's completion of the work. That will allow the Authority to submit a final requisition to the DEP by the end of February, and then participate in the Spring Bond Pool. Mr. Palgutta met with the Executive Director and Assistant Executive Director to discuss the scope of work, updates to cost estimates, and repair recommendations for Phase I of the **Center City** water and sewer improvements project. The Superintendent provided the Engineer with video footage of the mains in Phase II, which Mr. Palgutta will review. He will also work on the environmental planning and the design plan proposal for Center City.

SUPERINTENDENT'S REPORT

Superintendent Paul Pheasant reported that he reviewed the video of Center City, Phase II. Roughly 80% of the mains in Phase II need to be lined, the same as in Phase I. Video inspection of the mains in Phase III is about 75% complete. The most recent storm caused a power outage at one of the stations. That station operated on a generator for about 2 days, apart from that there were no problems. A.C. Schultes came in for a tour and preliminary evaluation of Well 8.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT

Assistant Executive Director Chuck Jones had a very minor one-vehicle accident at Well 8. He described how the accident occurred and apologized to the Board. The bumper of the truck he was driving sustained minor damage. No one was injured. The Authority posted an ad for a Working Foreman. Three Authority employees interviewed for the position. Ray Ledrich

was offered the job; he accepted. There is a resolution before the Board tonight to confirm the promotion. Notice of RFP's was published in the South Jersey Times and Courier Post. The Executive Director updated the employee manual; it is under review by Brown & Connery. A resident whose property abuts a utility easement inquired as to why the Authority must always have access to the easement. He and Mr. Jones had a good conversation, and he seemed satisfied with the answer to his question. The crew repaired a water service leak on Trenton Ave. Finally, Mr. Jones expressed appreciation for the Superintendent and crew. The water and sewer stations were well-prepared for the snowstorm and high-wind storm, and the Superintendent and "On-Duty" person worked very long hours to endure the water distribution and sewer collection systems continued operating, without a hitch, during both storms.

EXECUTIVE DIRECTOR

Executive Director William Krebs began his report with updated statistics for billings, revenue, water pumped, and sewer collection near the hospital on Route 322. The total amount of water pumped in 2023 exceeded the amount pumped in 2022 by approximately 23 million gallons of water. The amounts billed in December of 2023 and December of 2022 were about the same. Looking at the year as whole, there was a small uptick in revenue in 2023, which is attributable to the 2023 tax sale. The State did not allow a tax sale in 2022. Mr. Krebs is working with ESRI on an estimate for software and for training employees to use the program. The training is remarkably expensive, at \$8,000 to \$9,000 per person. He is expecting to hear from DEP soon regarding Manor Water, a neighboring system. There is only one resolution on the agenda tonight, and that is for Ray Ledrich's promotion.

RESOLUTIONS

MOTION by Mr. Neely, second by Mr. Sheehan to adopt Resolution 2023-74, authorizing Ray Ledrich's promotion to Working Foreman.
Roll call vote. Motion carried unanimously.

OLD BUSINESS

There was no discussion of old business.

NEW BUSINESS

There was no discussion of new business.

[continued on next page]

ADJOURNMENT

MOTION by Mr. Neely, second by Mr. Sheehan to adjourn the meeting at 5:28 p.m.
Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST:



Susan Novick, Recording Secretary

Approved at the meeting held on February 6, 2024