

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

The regular monthly meeting of the Mantua Township Municipal Utilities Authority was held on Tuesday, April 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 at 5:00 by Chairman Mario Dilisciandro.

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 Mario DiLisciandro, Treasurer Kevin Howarth, Secretary John Parks, and First Alternate Jason Snyder.

Also present: Solicitor John A. Alice, Engineer Dave Palgutta, Executive Director William Krebs, Assistant Executive Director Charles Jones, and Recording Secretary Susan Novick.

The Chair designated Mr. Snyder to participate in place of Vice-Chair Tim Sheehan.

PUBLIC PARTICIPATION

There were no residents in attendance at the meeting.

APPROVAL OF MINUTES

MOTION by Secretary John Parks, second by Treasurer Kevin Howarth to approve the minutes of the regular meeting held on March 19, 2024.

Roll call vote. Motion approved unanimously.

CORRESPONDENCE

The only item of correspondence was a letter from the Engineer. The letter was not discussed.

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. Operating expenses totaled \$307,161.25. Escrow charges totaled \$691.50.

MOTION by Mr. Parks, second by Mr. Neely to accept the Treasurer’s Report and authorize the payment of \$307,161.25 in operating expenses and the payment of \$691.50 in escrow charges.

Roll call vote. Motion approved unanimously.

SOLICITOR'S REPORT

The Solicitor filed a request with the Township for site plans, plot plans and other information regarding the Villages of Mantua. The records he received in response were not very helpful, which is not surprising, given the age of that development. Mr. Alice copied the relevant records and distributed same to the Board. He also asked the Construction Office for any plans they have on file. He will follow up on that request in the next couple weeks. The Authority's Superintendent did not find any records relevant to the planning and construction of the Villages. The County may have helpful information concerning plans for drainage onto Route 45 and things of that nature. Mr. Alice will pursue that possibility as well.

ENGINEER'S REPORT

The **Royal Oaks Pump Station** project and the **Austin St. Pump Station and Force Main** project are still on parallel tracks. DEP approved the Change Orders for both. Final site visits by DEP are anticipated in mid-May. After that, DEP will provide checklists of items to address. Once the checklist items are rectified, the Authority may finalize the financing for the projects.

For the **Center City Water & Sewer Improvements** project, design of the infrastructure and preparation of Environmental Planning documents are ongoing. Video of the sewer for Phase I and Phase II has been reviewed and corrective measures determined. The Engineer needs to revisit a couple locations in Phase II with the Superintendent. Video for Phase III is under review.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT

Assistant Executive Director Chuck Jones reported that the Superintendent developed an itemized, estimated list of costs to bring the Villages of Mantua sewer station up to snuff. The estimate was distributed to the Board. The Superintendent attended a follow-up meeting with DEP regarding the Manor Water company. Takeaways from that meeting: The Engineer's preliminary estimate for updating Manor Water's system is \$3.2 million. DEP is checking into funding for an extension of the Authority's system to residents currently served by Manor Water. DEP's water allocation for Manor Water is 3.7 million gallons from the PRM aquifer. The DEP will process a request to transfer the allocation only if, and when, the Authority takes responsibility for the Manor Water system.

The redevelopment of Well 8 did not yield any additional production. The flow from Well 7 and Well 8 continues to decline. A.C. Schultes quoted \$220,000 to test Well 7. The well could be restarted if it were found to be viable, but that is not a likely outcome.

The office staff completed online cyber security training. All Authority employees completed anti-harassment training, as recommended by the JIF.

EXECUTIVE DIRECTOR

Mr. Krebs reported the amount of water pumped, the amount billed, the revenue collected, and the flow from the hospital over the prior month. He compared the numbers to statistics from the same time last year. There were no significant changes or trends.

Inspira plans to build a new tower at the hospital on Rt. 322. The increase in sewer flow is estimated at 170,850 gallons per day.

The Edmunds program, which the Authority uses for payroll and account payable, is now cloud based. Mr. Krebs anticipates the server will migrate to the cloud in the next 30 days. A tech rep from Harris Computer and another from Neptune are working on mapping all the meter data to facilitate conversion to the new Neptune360 program.

RESOLUTIONS

MOTION by Mr. Parks, second by Mr. Howarth to adopt the following resolutions by consent agenda.

Resolution 2024-29: Certifying Review of the Audit Report for Fiscal Year 2022;

Resolution 2024-30: Authorizing a Merit Pay increase for Kyle Capanna;

Resolution 2024-31: Authorizing the Authority to Enter Into a Contract for Lawn Care Service at the Authority’s Water and Sewer Stations;

Resolution 2024-32: Authorizing a Closed Session for Discussion of Personnel Matters.

Roll call vote. Motion carried unanimously.

CLOSED SESSION

MOTION by Mr. Parks, second by Mr. Sheehan to move into Executive Session at 5:25p.m.

Motion carried by voice vote.

The Board was in closed session for approximately 30 minutes.

OPEN SESSION

MOTION by Mr. Parks, second by Mr. Sheehan to return to open session.

Motion carried by voice vote.

OLD BUSINESS

There was no discussion of old business.

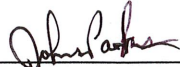
NEW BUSINESS

There was no discussion of new business.

ADJOURNMENT

MOTION to adjourn by Mr. Parks, second by Mr. Sheehan.
Motion carried by voice vote.

Respectfully submitted:



John Parks, Secretary

ATTEST: 

Susan Novick, Recording Secretary

Approved at the meeting held on May 21, 2024