



Executive Director  
**James Mueller**

**PASSAIC VALLEY WATER COMMISSION**  
1525 MAIN AVENUE • P.O. BOX 230  
CLIFTON, NEW JERSEY 07011 • (973) 340-4300  
CLIFTON FAX # (973) 340-4321

#### COMMISSIONERS

**Gerald Friend**, President, Clifton  
**Jeffrey Levine**, Vice President, Paterson  
**Rigoberto Sanchez**, Treasurer, Passaic  
**Ruby N. Cotton**, Secretary, Paterson  
**Carmen DePadua**, Commissioner, Paterson  
**Joseph Kolodziej**, Commissioner, Clifton  
**Ronald Van Rensalier**, Commissioner, Passaic

Executive Director Report  
June 28, 2023  
Board Meeting

## 1) Operational Issues and Highlights

### Pumping and Power

- North Jersey District Water Supply Commission asked for our assistance for the weekend of May 19, 2023. They planned to perform some maintenance work on their sedimentation basins. NJDWSC asked PVWC to curtail our water allocation during this weekend. We assisted them by reducing our draft over the weekend.
- NJDWSC experienced additional problems with their sedimentation basins on June 7, 2023. They again asked PVWC to curtail our water allocation from them while they cleaned their sedimentation basins. PVWC agreed and reduced our draft from NJDWSC. This operation was more difficult as our draft was higher, the Filter Plant needed to produce more water, the river level was low, and PVWC finally requested additional water from Jersey City. This operation is active and ongoing now. NJDWSC is still working on their basins.

### Finance

- The Senior Accountant has been with us for several weeks and is doing a great job! She's learning our processes and already contributing greatly to the finance team.
- We have two accounting interns who have been a big help doing ad hoc finance projects and helping with daily work.
- The PVWC finance and customer service teams were singled out by LIHWAP for the professional and meticulous efforts that have been expended to stay within their required parameters and communicate effectively with them.

### Distribution

- Annual flushing program - over 1600 hydrants have been flushed in Clifton and Paterson since April 2023. Hydrant flushing will begin in the remaining retail cities over the next several months. We will develop a monthly trend to track progress in future reports.
- Hydrant Replacements – as of May 31, 2023 476 hydrants have been replaced via contract which is about 48% of the contract total of 1000 hydrants. We will develop a monthly trend to track progress in future reports.

### Information Technology

- Installation of Cellular Range Boosters at LFWTP starting this month.
- Foveonics initiating at risk Personnel Dept. documents rescue efforts.
- IT Department interns are contributing to task load.



## Organizational Development and Human Resources

- Continue to provide support to newly combined Purification/Lab Group.
- Reviewing candidate applications and facilitating interviews for roles posted externally.
- Creation of documents that can assist in the streamlining of completion and submittal of evaluations and reporting until we can optimize through HRIS platform.

## Environmental Health & Safety

- Completion and submission of (1) LFWTP Community Right to Know Survey & (2) Clifton Facility (never submitted prior years) Community Right to know Survey.
- Completion of TCPA Annual Compliance Audit and associated annual report (awaiting one last piece of info from ambient sensor vendor) and submission will be performed within 1-3 days, satisfying TCPA annual program requirements.
- Completion of annual Fast Track to Safety Training program at the LFWTP (Purification, Lab, Pump station, Maintenance/Janitorial).

## Communications & Intergovernmental Coordination

- The 2023 Consumer Confidence Report is in the final stages of printing and folding and is on track to start sending them out to customers by the July 1<sup>st</sup> deadline date.
- We sent out 3 press releases so far in June.
  - Executive Director speaking on panel for AWWA in Toronto – Four shares
  - Reminder to Check Website for Flushing Schedules – Two Shares
  - Unauthorized Hydrant Use – Four shares
- Clifton Councilman Tony Latona sent thank you note to PVWC for “keeping residents informed with live up to the minute information.”
- Clifton Fire Chief Prezioso also sent a compliment about PVWC staff keeping them informed and for the help that PVWC provides to the fire house and the community.

## Purification/Laboratory

- Met all State regulatory requirements.
- Finalizing the hiring process for the Environmental Compliance vacancy.
- Hired Cornwell to assess:
  - Lab titles
  - Cost of services evaluation for external clients

## Customer Service

- Collaboratively working with IT and the Communication Departments, in finalizing purchasing the survey kiosk for the payment window lobby. We will also meet to determine best questions to ask and set up alerts when a customer is dissatisfied. This will give us a better understanding of our strengths and weaknesses.
- A PVWC customer complimented our rep, **Eddie Soriano** after he provided assistance to this customer. Great job Eddie for making this customer’s experience with PVWC a positive one!



**2) Organizational Highlights – Succession Planning**

- The organizational restructuring in Little Falls involving the Laboratory and Purification departments has been functioning well.
- Each Department Head continues to hold regular weekly/bi-weekly staff meetings and the Executive Director attends on a rotating basis to discuss any key issues and organizational strategies.
- Performance evaluations have been rolled out to the direct reports of the Dept Heads and those evaluations will be completed next month for Q2 2023.

New Hires: The following staff have joined PVWC over the last month. These new hires will be introduced at next week’s Board meeting. **Bold indicates full time employees.**

<u>Names</u>	<u>Start Date</u>	<u>Department</u>
<b>Lisa Hernandez Keyboarding Clerk 1</b>	<b>6/5/23</b>	<b>Commercial</b>
<b>Jenall McKoy Sr. Accountant</b>	<b>5/30/23</b>	<b>Accounting</b>
Justin Abreu	6/5/23	Personnel
Joseph DiFrancescantonio	6/5/23	Accounting
Lisa Hernandez	6/5/23	Commercial
Oliver Hernandez	6/5/23	IT
Sofia Locker	6/5/23	Engineering
Kasey Melvin	6/5/23	Distribution
Neil Patel	6/5/23	IT
Mekhi Rivera	6/5/23	Engineering
Destiny Robinson	6/5/23	Accounting
Mariah Vargas	6/5/23	IT
Samuel White	6/12/23	Distribution

**3) Regulatory Issues**

**Lead Service Line Replacement Status:**

The contract with Pacific Construction (Contract 22-B-8) started in July 2022 and the contract with CDM-Smith for CM and service line inspections began in the Spring. The overall program is estimated at \$36M and we have received 77% principal forgiveness (\$27M) from the NJ I-Bank. Work continues replacement of lead line in all cities with a summary listed below as of June, 15, 2023.

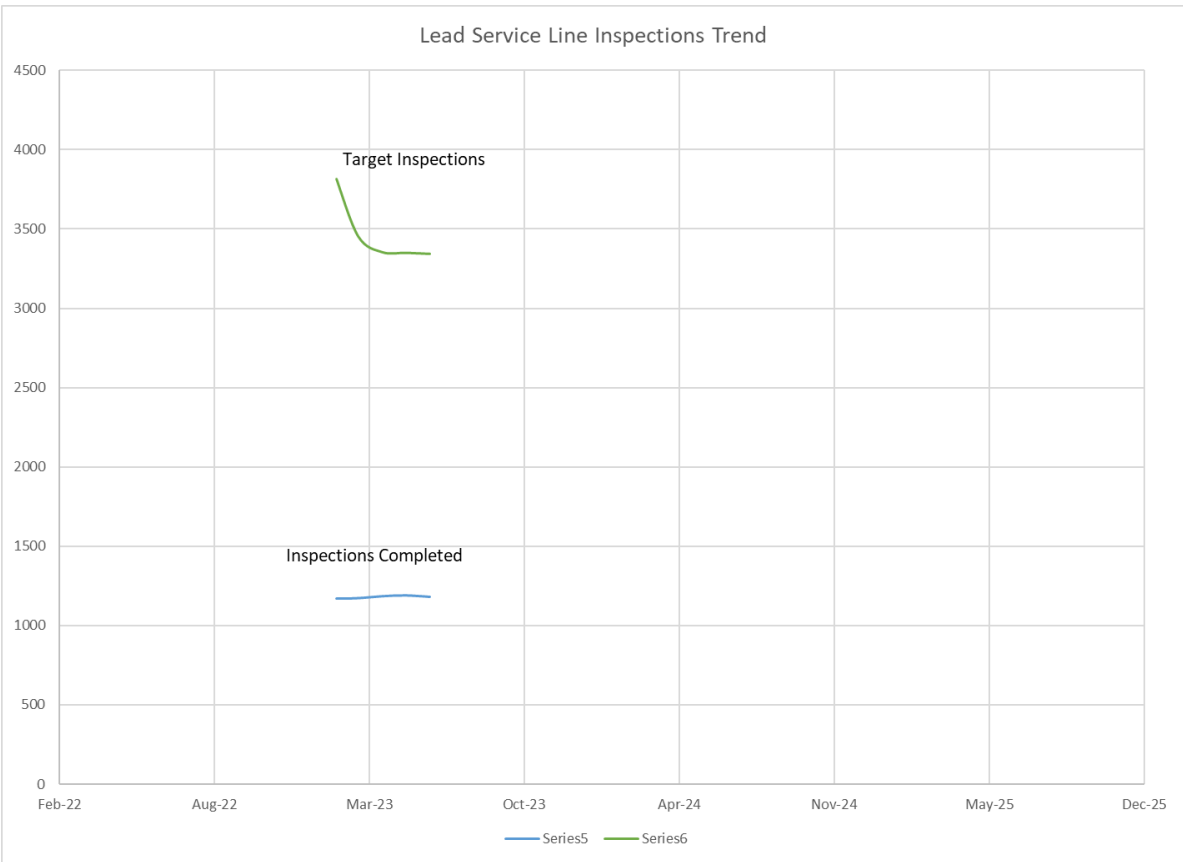
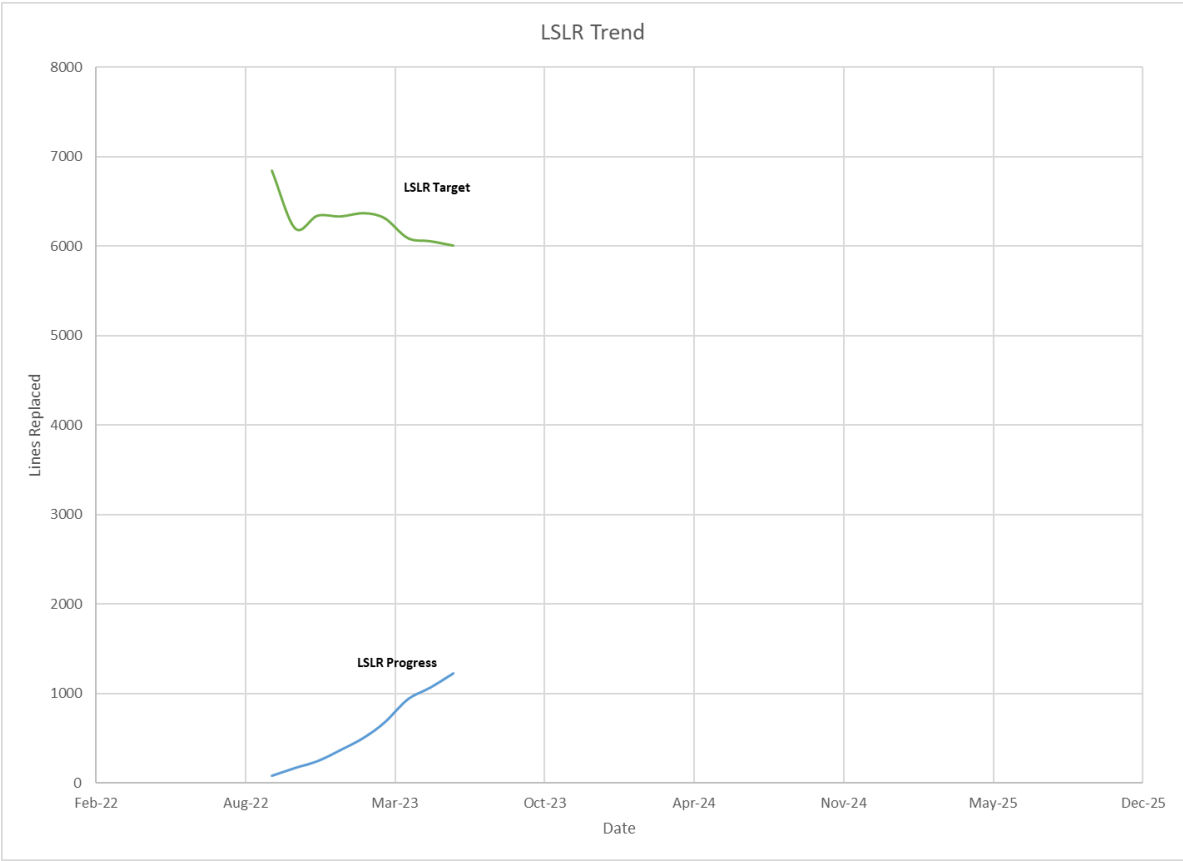
We continue to evaluate getting the word out to the public regarding availability of the on-line virtual inspection program to determine unknown pipe material. We are developing step-by-step “how to” videos



# Passaic Valley Water Commission

and initiating town hall style meetings to facilitate public education around the need for these inspections and empower individuals in the community.

<b>Passaic Valley Water Commission Lead Service Line Tracking Summary</b>					
	<b>CLIFTON</b>	<b>PASSAIC</b>	<b>PATERSON</b>	<b>PROSPECT PARK</b>	<b>TOTAL</b>
<b>Inspections</b>					
Remaining Unknowns LSLR Program <sup>(1)</sup>	677	519	943	15	<b>2,154</b>
Total Inspection Completed	532	350	275	33	<b>1,190</b>
<i>LSLR Inspection Lead Verified <sup>(2)</sup></i>	56	14	23	9	<b>102</b>
<i>LSLR Inspection Unable to Verify <sup>(3)</sup></i>	40	17	31	1	<b>89</b>
<i>LSLR Inspection, Non Lead Verified</i>	436	319	221	23	<b>999</b>
<i>Submitted Photo Inspection</i>	9	1	4	-	<b>14</b>
Total Inspections Attempted by Address	1,652	968	897	130	<b>3,647</b>
Test Pit Program, Non Lead Verified	1,931	725	1,738	43	<b>4,437</b>
Test Pit Program, Lead Verified	36	18	66	1	<b>121</b>
% Found to Be Lead	11%	4%	8%	27%	<b>9%</b>
<b>Replacements</b>					
Contract 22-B-8 Remaining <sup>(4)</sup>	1,524	672	2,527	62	<b>4,785</b>
Replaced Lead Service Lines	333	397	393	99	<b>1,222</b>
Verified Non Lead by Test Pit	41	84	132	30	<b>287</b>
% Complete	20%	42%	17%	68%	<b>24%</b>
<i>Completed Pavement Restoration</i>	20	12	9	8	<b>49</b>
<i>Pending Pavement Restoration</i>	34	24	27	9	<b>94</b>
<i>Completed Sidewalk Restoration</i>	35	161	262	37	<b>495</b>
<i>Pending Sidewalk Restoration</i>	36	54	137	16	<b>243</b>
<i>Completed Lawn Restoration</i>	342	331	210	133	<b>1,016</b>
<i>Pending Lawn Restoration</i>	78	83	84	21	<b>266</b>
<i>Completed Interior Restoration</i>	50	136	158	3	<b>347</b>
<i>Pending Interior Restoration</i>	7	33	26	3	<b>69</b>
<b>NON LEAD</b>	20,680	7,350	20,414	1,096	<b>49,540</b>
<b>Total</b>	<b>22,881</b>	<b>8,541</b>	<b>23,884</b>	<b>1,173</b>	<b>56,479</b>
Notes:					
(1) denotes the number of unknown service lines remaining to be inspected					
(2) denotes the number of lead and galvanized steel assigned to Contract 22-B-8					
(3) denotes the number of lines not able to be visually verified assigned to Contract 22-B-8					
(4) denotes the number of remaining service lines to be replaced under Contract 22-B-8					



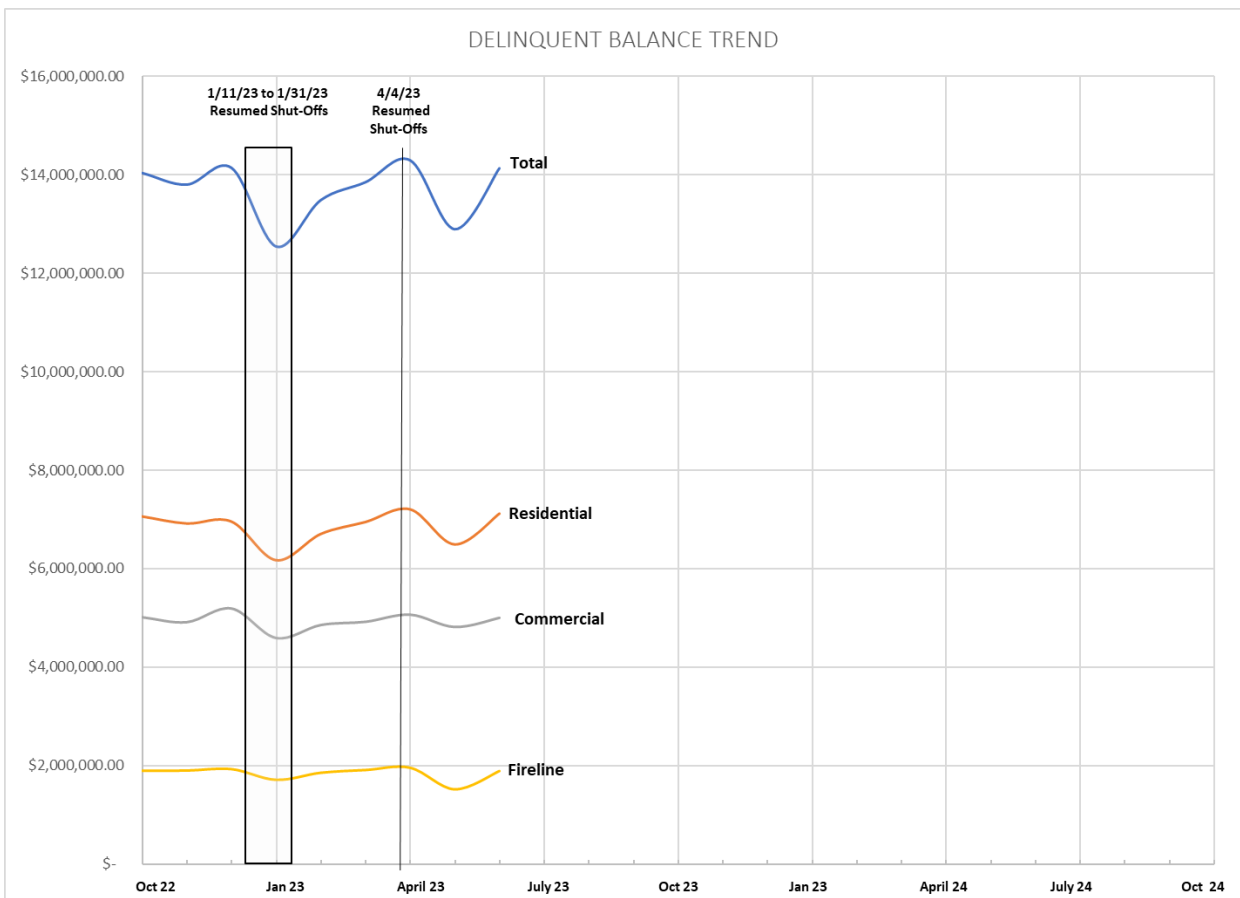


**4) Delinquent Accounts**

As of January 30, 2023, PVWC ceased shut-offs due to the cold weather. We continue to work with the Low-Income Household Water Assistance Program and the NJ Winter Termination Program. The NJ Board of Public Utilities (BPU) maintained a written policy known as the Winter Termination Program (WTP) by which regulated electric or gas utility companies could not discontinue service to certain households which ended on March 15, 2023. We resumed shut offs on April 4, 2023. With Customer Service working together with our Distribution department, the balances have gone down significantly.

A summary table of delinquent accounts and the associated trends are provided below and on the next page. See attachment A for delinquent accounts greater than \$40,000.

Retail System - Delinquent Account Summary					
Account Type	\$	% \$	# Accounts	% Account	\$/Account
Account Type	\$	% \$	# Account	% Account	\$/Account
Residential	\$ 7,113,748	50%	7,851	77%	\$ 906.09
Small Commercial-< 2'	\$ 3,084,025	22%	1,625	16%	\$ 1,897.86
Fireline	\$ 1,896,017	13%	266	3%	\$ 7,127.88
Commercial-up to 6" mtr	\$ 1,023,316	7%	269	3%	\$ 3,804.15
Industrial- 6" & above	\$ 893,095	6%	61	1%	\$14,640.90
Municipal	\$ 120,742	0.9%	65	0.6%	\$ 1,857.57
<b>Total</b>	<b>\$ 14,130,943</b>	<b>100%</b>	<b>10,137</b>	<b>100%</b>	<b>\$ 1,394.00</b>





## **Passaic Valley Water Commission**

### **5) External Communications**

- Quarterly status meetings are being held with the Mayors and/or key staff from the following retail systems. The meeting agenda covers the lead service line replacement program status, unauthorized hydrant access/misuse, LIHWAP and shutoffs.
  - a. Clifton Scheduled for 7/20/23; 10/16/23.
  - b. Passaic Currently being scheduled for July/August.
  - c. Paterson Scheduled for 11/8/23; 8/8/23.
  - d. North Arlington Scheduled for 6/26/23.
  - e. Prospect Park Scheduled for 9/25/23; 12/4/23.
  - f. Lodi Scheduled for 9/12/23.
- We currently have two town halls scheduled for Clifton and Paterson. We are working on scheduling town halls for the Passaic, Lodi, N. Arlington and Prospect Park.
  - a. Clifton City Hall - 6/27/23 6 PM - 7:30 PM
  - b. Calvary Baptist Church, Paterson - 575 East 18<sup>th</sup> St. 6/28/23 6 PM – 7:30 PM
  - c. Passaic, Prospect Park, N. Arlington and Lodi are all in the process of being scheduled.

### Attachment A – Top delinquent accounts greater than \$40,000

Select	Customer	Account	Account Status	Customer Name	Service Address	Town	Account Type	Collection Status	A/R Balanc
<b>1</b>	<b>0201763</b>	<b>159162</b>	<b>Active</b>	<b>EAST NEWARK CENTER, LLC</b>	<b>255 GRANT AVENUE</b>	<b>EAST NEWARK</b>	<b>Industrial- 6" &amp; above</b>	<b>Shut-Off List</b>	<b>\$ 485,887</b>
<b>2</b>	<b>0271903</b>	<b>118920</b>	<b>Active</b>	<b>AMERICAN FABRIC PROCESSORS</b>	<b>555 E 31ST STREET</b>	<b>PATERSON</b>	<b>Commercial-up to 6" mtr</b>	<b>Shut-Off List</b>	<b>\$ 213,226</b>
3	271903	118922	Active	AMERICAN FABRIC PROCESSORS	555 E 31ST STREET	PATERSON	Fireline	Final Notice (Notice 3)	\$ 2,482
4	271903	118924	Active	AMERICAN FABRIC PROCESSORS	555 E 31ST STREET	PATERSON	Fireline	Final Notice (Notice 3)	\$ 1,654
<b>5</b>	<b>0273800</b>	<b>032470</b>	<b>Active</b>	<b>PB NUTCLIFF, LLC</b>	<b>811 ROUTE 3 EAST #2</b>	<b>CLIFTON</b>	<b>Industrial- 6" &amp; above</b>	<b>Shut-Off List</b>	<b>\$ 123,472</b>
<b>6</b>	<b>0122967</b>	<b>069168</b>	<b>Active</b>	<b>MODA FURNITURE</b>	<b>125 SOUTH STREET</b>	<b>PASSAIC</b>	<b>Small Commercial- &lt; 2'</b>	<b>Disconnected</b>	<b>\$ 98,481</b>
7	125839	69140	Active	CONTEMPO REALTY, LLC	125 SOUTH STREET	PASSAIC	Fireline	Final Notice (Notice 3)	\$ 2,906
<b>8</b>	<b>0011555</b>	<b>097214</b>	<b>Active</b>	<b>GALAXIE CHEM CORP</b>	<b>6-34 PIERCY STREET</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 83,399</b>
<b>9</b>	<b>0011555</b>	<b>097236</b>	<b>Finalled</b>	<b>GALAXIE CHEM CORP</b>	<b>28 PIERCY STREET</b>	<b>PATERSON</b>	<b>Commercial-up to 6" mtr</b>	<b>Collections Okay</b>	<b>\$ 49,482</b>
10	11547	97222	Active	GALAXIE CHEMICAL	18 PIERCY STREET	PATERSON	Residential	Shut-Off List	\$ 10,243
11	11413	90760	Active	GALAXIE CHEMICAL, CORP.	15-17 E MAIN STREET	PATERSON	Residential	Shut-Off List	\$ 10,121
<b>12</b>	<b>0122427</b>	<b>104492</b>	<b>Finalled</b>	<b>FABRICOLOR MFG. CORP</b>	<b>24 VAN HOUTEN STREET</b>	<b>PATERSON</b>	<b>Industrial- 6" &amp; above</b>	<b>Collections Okay</b>	<b>\$ 79,741</b>
<b>13</b>	<b>0184395</b>	<b>154628</b>	<b>Active</b>	<b>MIRIAM MONTESDEOCA</b>	<b>290 BELLEVILLE TPK</b>	<b>NORTH ARLINGTON</b>	<b>Residential</b>	<b>Disconnected</b>	<b>\$ 69,810</b>
<b>14</b>	<b>0124761</b>	<b>101890</b>	<b>Active</b>	<b>PATERSON COMM. DEVELOPMENT</b>	<b>2 MARKET STREET</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 66,328</b>
15	52917	182732	Finalled	GREAT FALLS DEV. CORP.	2 MARKET STREET	PATERSON	Small Commercial- < 2'	Collections Okay	\$ -
<b>16</b>	<b>0124657</b>	<b>105482</b>	<b>Active</b>	<b>CENTER CONTRACTING, CORP.</b>	<b>59-61 WARREN STREET</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 60,370</b>
17	124657	105480	Active	CENTER CONTRACTING, CORP.	59 WARREN STREET	PATERSON	Small Commercial- < 2'	Disconnected	\$ 4,762
18	124657	98002	Active	CENTER CONTRACTING, CORP.	72 PUTNAM STREET	PATERSON	Fireline	Shut-Off List	\$ 7,135
19	124657	98000	Active	CENTER CONTRACTING, CORP.	72 PUTNAM STREET	PATERSON	Industrial- 6" & above	Delinquent Letter (Notice 1)	\$ 63
<b>20</b>	<b>0290436</b>	<b>174352</b>	<b>Active</b>	<b>325-333 GRAND ST PROPERTIES LLC</b>	<b>325 GRAND STREET</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 53,930</b>
21	290435	83366	Active	325-333 GRAND ST PROPERTIES LLC	333 GRAND STREET	PATERSON	Residential	Disconnected	\$ 1,937
<b>22</b>	<b>0125363</b>	<b>125152</b>	<b>Active</b>	<b>GEORGE DIMITRIJEVIC</b>	<b>345 N 6TH STREET</b>	<b>PROSPECT PARK</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 50,718</b>
23	13297	125150	Active	GEORGE DIMITRIJEVIC	345 N 6TH STREET	PROSPECT PARK	Residential	Disconnected	\$ 8,440
<b>24</b>	<b>0265723</b>	<b>098550</b>	<b>Active</b>	<b>EL TAHAN CHILDREN LLC</b>	<b>137 -143 E RAILWAY AVENUE FIRELINE</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Delinquent Letter (Notice 1)</b>	<b>\$ 43,634</b>
25	265723	98546	Active	EL TAHAN CHILDREN LLC	137 - 143 E RAILWAY AVENUE FIRELINE	PATERSON	Small Commercial- < 2'	Collections Okay	\$ -
<b>26</b>	<b>0227833</b>	<b>173682</b>	<b>Active</b>	<b>ENVIROCORP LOGISTICS SERVICES</b>	<b>95-105 PASSAIC STREET</b>	<b>PASSAIC</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 43,263</b>
27	188973	158386	Active	ENVIROCORP.LUD.DERV.	95-105 PASSAIC STREET #1	PASSAIC	Industrial- 6" & above	Shut-Off List	\$ 33,035
<b>28</b>	<b>0233821</b>	<b>105492</b>	<b>Active</b>	<b>PUTNAM DEVLOPMENT, CORP.</b>	<b>71 WARREN STREET</b>	<b>PATERSON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 42,686</b>
29	124895	105492	Finalled	INDUSTRIES KESSLER	71 WARREN STREET	PATERSON	Commercial-up to 6" mtr	Collections Okay	\$ -
<b>30</b>	<b>0175911</b>	<b>030490</b>	<b>Active</b>	<b>PIAGET ENTERPRISES INC.</b>	<b>208 PIAGET AVENUE</b>	<b>CLIFTON</b>	<b>Fireline</b>	<b>Final Notice (Notice 3)</b>	<b>\$ 41,949</b>
31	175911	30488	Active	PIAGET ENTERPRISES INC.	208 PIAGET AVENUE	CLIFTON	Small Commercial- < 2'	Disconnected	\$ 9,246
<b>32</b>	<b>0211561</b>	<b>163504</b>	<b>Active</b>	<b>TOWNSHIP OF SADDLE BROOK</b>	<b>296 MIDLAND AVENUE</b>	<b>SADDLE BROOK</b>	<b>Municipal</b>	<b>Shut-Off List</b>	<b>\$ 40,333</b>
33	211559	163502	Active	TOWNSHIP OF SADDLE BROOK	296 MIDLAND AVENUE	SADDLE BROOK	Fireline	Final Notice (Notice 3)	\$ 4,538

**Bold Accounts indicate delinquencies greater than \$40,000.**

**Not bolded line items include other accounts associated with the delinquent account.**