
WASHINGTON TOWNSHIP MUA - REGULAR MEETING
July 11, 2018

AGENDA

Time _____ PM

Adequate notice of this meeting of the WTMUA was given to the Daily Record and the Courier News on March 2, 2018. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Chairman Cullen_____, Vice Chairman Napolitano_____, Akin_____,
Babb_____, Sparone_____

Alternate Members: 1st Alt - Autry_____, 2nd Alt – <none>_____

Liaison Member: Liaison Forsbrey_____

Staff: Executive Director Craig Spencer_____, Executive Secretary Waller_____,
Attorney Gregory_____

ATTACHMENTS

- 2 West Mill Road_1x leak adj request
- M180320 Reg
- M180417 Reg
- M180515 Reg
- M180606 Reg
- 05_2018 checkbook register
- 06_2018 checkbook register
- 180711 Vouchers for Authorization Over \$6,000
- 2018_04 -mel -2019-2020 epl program
- Pol Proc Manual 180626 draft
- Res-1807b policies and procedures manual
- Res-1807c WTBOE vehicle maintenance shared services
- 180621 -wt boe -WTMUA Maintenance Agreement
- Res-9911.b
- Res-18-07-a Closed Session

CORRESPONDENCE

- 23 Mountain View_180618_Thank you note
- Pucilowski_180629_Thank you note

REGULAR MEETING

1. SALUTE THE FLAG

2. 2 West Mill

Action Required: Review of customer's request for a full leak adjustment.

Motion made by_____, and seconded by_____, to approve extend the time the customer has to repair the leak.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

3. APPROVAL OF 3/20/18, 4/17/18, 5/15/18 & 6/6/18 MINUTES

Action Required: Approval of presented Minutes.

Motion made by_____, and seconded by_____, to approve the Meeting Minutes.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

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4. MAY & JUNE CHECKBOOK REGISTER

Action Required: Approval of presented Checkbook Registers.

Motion made by _____, and seconded by _____, to approve the presented Checkbook Registers.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

5. VOUCHERS OVER \$6,000

Action Required: Approval of payment for applicable vouchers exceeding \$6,000 limit.

Motion made by _____, and seconded by _____, to approve the payment of vouchers exceeding \$6,000.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

6. BILLING ADJUSTMENTS JANUARY, FEBRUARY, MARCH, APRIL, MAY & JUNE

Action Required: Approval of Billing Adjustments.

Motion made by _____, and seconded by _____, to approve the presented Billing Adjustments.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

7. EMPLOYEE ASSOCIATION AGREEMENT

Action Required: Discussion on negotiations.

8. FRIDAY WORK SCHEDULES IN SUMMER

Action Required: Discussion of flexing the work schedule during the summer months.

Motion made by _____, and seconded by _____, to authorize the Executive Director to _____.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

9. PERSONNEL POLICIES AND PROCEDURES MANUAL

Action Required: Approval of updated PP&P Manual to stay in compliance with the JIF's EPL program.

Motion made by _____, and seconded by _____, to approve Resolution 18-07-B approving the updated Personnel Policies and Procedures Manual.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

10. WASHINGTON TOWNSHIP BOARD OF EDUCATION VEHICLE MAINTENANCE AND REPAIR CONTRACT

Action Required: Approval of Resolution 18-07-C authorizing the Vehicle Maintenance and Repair Contract.

Motion made by _____, and seconded by _____, to approve Resolution 18-07-C approving the Vehicle Repair and Maintenance contract.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

11. WATER RESTRICTION VIOLATORS

Action Required: Discussion on handling violators who have been cited multiple times.

12. FIRST AID SQUAD SEWER USER FEES

Action Required: Discussion of discovery that the First Aid building on Flocktown has not been charged user fees for the Flocktown building. Research revealed a Resolution from November 3, 1999 stating that user fees would be charged.

13. SELLING WATER TO POOL WATER SUPPLY COMPANIES

Action Required: Discussion of a pool water trucking company's request to buy water from the Authority.

14. DIRECTORS REPORT

Action Required: Review of report

15. CLOSED SESSION

Action Required: Closed session discussion of presented closed minutes.

Motion made by _____, and seconded by _____, to approve Resolution 18-07-A to go into Closed Session.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

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16. CLOSED SESSION MINUTES

Action Required: Approval of presented Closed Meeting Minutes.

Motion made by _____, and seconded by _____, to approve the presented Closed Meeting Minutes.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry

ADJOURNMENT

Adjournment - Motion to adjourn the Regular Meeting made at _____ PM, by _____ & seconded by _____.

Vote: ___ Cullen ___ Napolitano ___ Akin ___ Babb ___ Sparone ___ Autry