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WASHINGTON TOWNSHIP MUA - REGULAR MEETING  
December 5, 2018

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# 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: 1<sup>st</sup> Alt - <none> \_\_\_\_\_, 2<sup>nd</sup> Alt – <none> \_\_\_\_\_

Liaison Member: Liaison Forsbrey \_\_\_\_\_

Staff: Executive Director Craig Spencer \_\_\_\_\_, Executive Secretary Waller\_\_\_\_\_,  
Attorney Gregory\_\_\_\_\_

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## ATTACHMENTS

- 9 Warwick Drive Leak Adj worksheet
- 37 Quail Run\_181119-letter about penalty
- 37 Quail Run\_181120-RecentActivity1071
- Res-1812d adopt 2019 rates and amend RR
- APPENDIX 'A' RATE SCHEDULE 2019 181108 draft
- Res-1812e 2019 water & sewer utility budget
- BUDG-2019 181205 sop
- BUDG-2019 181205 scap
- BUDG-2019 181205 wop
- BUDG-2019 181205 wcap
- Res-1812f 2019 late budget
- Res-1812g 2019 temporary budget
- 11\_2018 checkbook reg
- 181121 -cs -c166 change orders I and II
- Res-1812a Brookside & N. Washington Valley water main replacement contract change order I
- 170906 -r&r -project extension proposal
- Res-1812b Brookside & N. Washington Valley water main replacement contract change order II
- 181215 -r&r -additional paving proposal

## CORRESPONDENCE

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## REGULAR MEETING

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### 1. SALUTE THE FLAG

### 2. 9 WARWICK

Action Required: Discussion and approval of customer request for full leak adjustment.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve leak adjustment.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

### 3. 37 QUAIL

Action Required: Discussion of customer request to waive penalty.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to waive / not waive the penalty.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

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**2019 RATE HEARING**

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**4. PUBLIC RATE HEARING - 2019 SEWER AND WATER RATES**

Action Required: Open meeting for public comment on proposed rate increase and discussion.

**5. 2019 RATE INCREASE**

Action Required: Approval of 2019 rates

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve Resolution 18-12-D increasing the 2019 rates as indicated.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

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**6. 2019 WATER AND SEWER BUDGETS**

Action Required: Approval of the 2019 budgets for submission to DCA

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve Resolution 18-12-E approving the 2019 budgets for submission to the DCA

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**7. 2019 LATE BUDGET SUBMISSION**

Action Required: Approval of late budget submission to DCA

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve Resolution 18-12-F attesting to the need for a late budget submission to the DCA

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**8. 2019 TEMPORARY BUDGET**

Action Required: Approval of a temporary budget for 2019

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ to approve Resolution attesting to the need for a late budget submission to the DCA

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**9. APPROVAL OF 8/1/18, 9/05/18, 9/18/18, 11/7/18 MINUTES**

Action Required: Nothing at this time

**10. NOVEMBER CHECKBOOK REGISTER**

Action Required: Approval of presented Checkbook Register.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve the presented Checkbook Register.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**11. VOUCHERS OVER \$6000**

Nothing at this time.

**12. BILLING ADJUSTMENTS: OCTOBER, NOVEMBER**

Action Required: Approval of Billing Adjustments.

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

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**13. BROOKSIDE PROJECT CHANGE ORDER I**

Action Required: Approve Resolution 18-12-A to accept project Change Order I to increase the road paving request made by the Washington Township DPW.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve Resolution 18-12-A

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**14. BROOKSIDE PROJECT CHANGE ORDER II**

Action Required: Approve Resolution 18-12-B to accept project Change Order II to extend the project area.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve Resolution 18-12-C.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

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**15. BROOKSIDE PROJECT COMPLETION**

Action Required: Approve Resolution for acceptance of project completion, acceptance and authorization of final payment and return of retainage.

Motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_, to approve Resolution 18-12-C.

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone

**16. DIRECTORS REPORT**

Action Required: Review of report

**ADJOURNMENT**

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

Vote: \_\_\_ Cullen \_\_\_ Napolitano \_\_\_ Akin \_\_\_ Babb \_\_\_ Sparone