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**WASHINGTON TOWNSHIP MUA**

May 7, 2008

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:35 p.m. on May 7, 2008.

Adequate notice of this meeting of the W.T.M.U.A. was given to the Observer Tribune and the Daily Record on February 8, 2008. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Akin, \*Strawn, Brackenridge, \*Kuhlthau, and Cullen

Alt. Members Absent: Messrs. Kramer

Staff Members Present: E/D Costic, Secretary McLain, and Attorney Kurdock

\* Mr. Strawn arrived @ 8 05 p.m.

\* Mr. Kuhlthau left @ 9:25 p.m.

Approved Minutes of the February 5, 2008 Regular Meeting

No action was taken as there were no minutes in the packet

Approved Minutes of the February 13, 2008 Special Meeting

No action was taken as there were no minutes in the packet.

Approved Minutes of the February 18, 2008 Special Meeting

No action was taken as there were no minutes in the packet.

Approved Minutes of the March 5, 2008 Regular Meeting

No action was taken as there were no minutes in the packet.

Approved Minutes of the April 2, 2008 Regular Meeting

No action was taken as there were no minutes in the packet.

Payment of Bills - 4/1/08 - 4/30/08 - Check Register - Attachment "A"

Motion was made by Mr. Brackenridge and seconded by Mr. Kuhlthau that the payments of bills are approved on the signature of the proper official. Motion was carried by the following vote:

AYES Messrs.: Akin, Brackenridge, Kuhlthau, and Cullen

NAYS: None

ABSTAIN: None

Open to the Public

Joseph Lisa, 4 Chestnut Street, regarding water restriction for 2008, is concerned with how the residents will be noticed about water restriction. Frank Speranza also feels communication is a factor regarding water restrictions. It was suggested to do a mailing to the MUA customers notifying them of water restriction. Water restrictions signs will be posted in various areas in the Schooleys Mountain Water System. The MUA Committee agreed with the suggestion to do a mailing and will send out post cards to the customers notifying them of water restrictions.

Frank Speranza, Kim Lane, asked about the CMX report, regarding the Schooleys Mountain Water System. The Authority is waiting for the changes from CMX on the report. The final CMX

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report has not been received.

Closed to the Public

Director's Report

The Executive Director discussed several of the topics covered in his report for April / May 2008.

2007 Audit

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**RESOLUTION**

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No. 08-05-A

**WHEREAS, Nisivoccia & Company**, the Auditor for the **Washington Township Municipal Utilities Authority (Authority)** has prepared an Audit of the **Authority's** financial position for Fiscal Year 2007; and,

**WHEREAS**, the **New Jersey Department of Community Affairs (NJDCA)** requires that each of the **Authority's Commissioners** certify that they have reviewed said FY 2007 Audit; and,

**WHEREAS**, the five (5) below signed are of full age and duly appointed **Commissioners (Members)** of the **Authority**; and,

**WHEREAS**, by signing this instrument, each of the five (5) below signed certifies that they have personally reviewed the recommendation and comment section of the FY 2007 Audit as prepared by **Nisivoccia & Company**.

**NOW, THEREFORE, BE IT RESOLVED** by the **Washington Township Municipal Utilities Authority**, that:

- (1) Upon adoption of this resolution, it shall be signed by each of the **Authority's five Commissioners**; and,
- (2) Upon signature, this resolution shall be attested by the **Authority's** Secretary who shall forward it to the **NJDCA** in compliance with its request.

**INTRODUCED AND PASSED:**        May 7, 2008

Motion was made by Mr. Strawn and seconded by Mr. Brackenridge that the foregoing resolution be approved. Motion was carried by the following Roll Call Vote:

AYES        Messrs.:    Akin, Strawn, Brackenridge, and Cullen  
NAYS:        None  
ABSTAIN:    None

Personnel and Organization Changes

ED Costic, discussed personnel and organization changes. Since Carol is planning to retire, there are some key modification needed to the office staff. The MUA Committee discussed setting up a personnel subcommittee to review and advise on changes to the organization. Dean Strawn and Walt Cullen with Paul J. Costic will be the subcommittee to review and advise changes.

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Roof at LV WTP Control Building

The MUA Committee reviewed a Memo dated 4/23/08 for the replacement of the Long Valley Treatment Plant Control Building. The memo showed the breakdown on the three quotes received. The Nu-Tek Proposal appears to be in line with the other two quotes and is the lowest cost. The MUA Committee took the following action.

Motion was made by Mr. Strawn and seconded by Mr. Brackenridge authorizing Executive Director Costic to award a contract for replacement of the Control Building roof to Nu-Tek for an amount not to exceed \$20,750. Motion was carried by the following vote:

AYES        Messrs.:    Akin, Brackenridge, Brackenridge, Cullen, and Kramer  
NAYS:        None  
ABSTAIN:    None

Springtown Pump Station - Emergency Repairs

**RESOLUTION  
APPROVAL OF EMERGENCY PURCHASES**

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**No. 08-05-C**

***WHEREAS***, within its Schooley's Mountain Sewer Service Area, the Washington Township Municipal Utilities Authority (Authority) operates a sewage pumping station at East Springtown Road which is essential to the conveyance of untreated wastewater to the Schooley's Mountain Sewage Treatment Plant; and

***WHEREAS***, on March 7, 2008 a valve necessary to the proper operation of said pump station broke while being operated to facilitate a test of one of the pumps; and

***WHEREAS***, such broken valve rendered the pump station only partially operable; and

***WHEREAS***, weather forecasts predicted heavy rains which would have caused greater than normal wastewater to be conveyed to the pump station; and

***WHEREAS***, such quantities of wastewater would have caused an overflow of untreated sewage at the pump station thereby creating a potential threat to the health and safety of persons in the downstream area of the pump station; and

***WHEREAS***, the Executive Director and the Sewerage System Operator ordered certain work, including, but not limited to: 1) the securing of an diesel operated emergency by-pass pump; 2) the installation of a by-pass tap; and, 3) the installation of a new valve to allow normal operation of the pump station, to be carried out without securing competitive quotes for such work as required under the Local Public Contracts Law (LPCL), N.J.S.A. 40A:11-1 et seq.;

***THEREFORE***, the Authority has determined that solicitation of competitive quotations as required by N.J.S.A. 40A:11-1 et seq was impracticable given the potential threat to the health and safety;

***NOW, THEREFORE, BE IT RESOLVED*** by the Washington Township Municipal Utilities Authority, that:

- (1) The problems at the Springtown Pump Station posed a potential health and safety problem and therein constituted an emergency situation.

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(2) The Executive Director and the Sewerage System Operator of the Authority acted prudently in securing goods and services under the emergency provisions of the LPCL.

(2) This Resolution shall take effect immediately upon passage according to law.

***INTRODUCED AND PASSED:*** May 7, 2008

Motion was made by Mr. Strawn and seconded by Mr. Brackenridge that the foregoing resolution be approved. Motion was carried by the following Roll Call Vote:

AYES        Messrs.:    Akin, Strawn, Brackenridge, and Cullen  
NAYS:        None  
ABSTAIN:    None

Cliffside Park Association

The payments and mortgages for the loan remain an outstanding issue. The Authority's Attorney to contact CPA's Attorney to schedule a date and time for the residents that indicated they will sign mortgages to come to the MUA Office to finalize the loan agreements. Since the leak in the river was fixed, the Iron & Manganese levels have dropped significantly. With the drop in Iron & Manganese they (CPA) are questioning the need for the treatment system. ED Costic to arrange a meeting with the principal players of the Association.

Modification of Regency at Long Valley Water Service Agreement

The MUA Committee discussed modification to the Water Service Agreement with Regency at Long Valley. The last Water Service Agreement with Regency at Long Valley (signed 8/1/06) provides for them to make a payment of \$21,928.23 against the cost of developing our new well (LV 10) at the office site.) The payment would be due at the time a Co was sought for the 23<sup>rd</sup> home. We have been experiencing frequent bearing failures in the pump at LV Well 7. It would be beneficial to the MUA to have Regency install a new pump at LV Well 7 in lieu of the future contribution. An agreement modification to this end has been discussed with Regency and they are amenable to it. No action taken at this time.

SCADA Implementation

The MUA Committee reviewed a memo, dated 5/7/08 regarding the Scada System Programming. Two quotes were obtained for the Scada programing. This programing will allow the four new Scada installations on Schooley's Mountain to interface and be integrated into the four old Scada location in Long Valley. The following action was taken.

**RESOLUTION**  
**AWARD OF SCADA PROGRAMMING CONTRACT**

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**No. 08-05-B**

***WHEREAS***, the Washington Township Municipal Utilities Authority (the "Authority") has determined the need to hire a programming contractor to conform the new Bristol SCADA equipment acquired pursuant to Contract No.C146 with the existing system; and

***WHEREAS***, the aforesaid proposal is less than the bid threshold set by N.J.S.A. 40A:11-3, but 15 percent or more of that amount; and

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**THEREFORE**, the Authority has solicited competitive quotations as required by N.J.S.A. 40A:11-6.1(a); and

**WHEREAS**, the Authority received a quotation from Emerson Process Management for \$48,500 and a quotation from Technical Components Co., Inc. for \$20,990; and

**WHEREAS**, the Executive Director has reviewed both quotations and confirmed that both quotations are proposing substantially similar services; and

**WHEREAS**, the Executive Director has recommended awarding the contract to Technical Components Co., Inc. on the basis of price; and

**NOW, THEREFORE, BE IT RESOLVED** by the Washington Township Municipal Utilities Authority, that:

(1) The Executive Director of the Authority is authorized to execute an appropriate purchase order or contract with Technical Components Co., Inc. in accordance with the aforesaid proposal in the amount of \$20,990. (See attached sales quote).

(2) This Resolution shall take effect immediately upon passage according to law.

**INTRODUCED AND PASSED:** May 7, 2008

Motion was made by Mr. Strawn and seconded by Mr. Brackenridge that the foregoing resolution be approved. Motion was carried by the following Roll Call Vote:

AYES Messrs.: Akin, Strawn, Brackenridge, and Cullen  
NAYS: None  
ABSTAIN: None

There being no further business to be discussed at this meeting the following action was taken.

Motion was made by Mr. Strawn, seconded by Mr. Akin that this meeting be adjourned. Motion was carried by the following vote:

AYES Messrs.: Akin, Strawn, Brackenridge, and Cullen  
NAYS: None  
ABSTAIN: None

Meeting adjourned: 10:33p.m.

Respectfully submitted,

Carol A. McLain  
Secretary