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**WASHINGTON TOWNSHIP MUA**

December 3, 2008

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 p.m. on December 3, 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, and \*Strawn, Napolitano, \*Cullen, Popper

Alt. Members Present: Messrs. Kramer, LaVista

Members Absent: Messrs. None

Alt. Members Absent: Messrs. None

Staff Members Present: Executive Director (E.D.) Costic, Secretary McLain, Secretary Waller, Attorney Read and Attorney DeTorres

\* Mr. Strawn arrived @ 7:55 p.m.

Mr. Cullen arrived @ 8:05 p.m.

Open to the Public

Several residents from the Schooleys Mountain Water System attended the MUA Meeting for an update on the Hydraulic Study and Well Drilling for Schooleys Mountain Water System. E.D. Costic advised that the Hydraulic Study, which is done prior to the well drilling, is 75% complete. The Study is a computer model of the Schooleys Mountain Water System. It determines the weaknesses within the system and examines solutions with a goal of determining the most effective and least expensive course of action.

The well drilling is out for re-bid due to the submission of only one bid which was rejected due to incomplete information. The re-bid deadline is December 9, 2008. Presently there has been four inquiries for bid paperwork. The re-bid has set the project back 1 - 1 ½ months.

Chairman Akin, gave an update on the Water System, starting with Memorial Day weekend 2007. This past summer, water restrictions were imposed between May 15 thru Sept 15, 2008 to eliminate the situation that occurred in 2007. Water Permits were issued for lawn & landscape watering during certain hours. Permits were also issued for filling of pools. There will be an increase to the rate schedule, water 10% and sewer 15%.

Notices have been sent out to property owners of proposed well sites. As yet, one resident has not responded, one resident has had a conversation with Chairman Akin and appears to have no objections and the third is objecting. This resident will be redirected to speak with E.D. Costic.

Steps have been implemented to improve the System. A new emergency generator was added to Kramer Well (SM #7) on Flocktown Rd. This generator prevented loss of water during the power outage during the snow storm at the end of October. Completion of the High Ridge Tank dive determined that the tank is in good condition. Ongoing efforts are in place to resolve the water pressure problems within the system. Some residents experience low water pressure while others experience high pressure due to their location within the system.

The question was asked when the wells would be fully operational? Assuming DEP allocation permits go smoothly, it will be about 1½ years.

Closed to the Public

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**WASHINGTON TOWNSHIP MUA**

December 3, 2008

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Approved Minutes of the October 1, 2008 Regular Meeting

Motion was made by Mr. Strawn, and seconded by Mr. Kramer that the minutes of the Special Budget Meeting be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Cullen

NAYS: None

ABSTAIN: Messrs.: Popper, Napolitano

Approved Minutes of the November 3, 2008 Special Budget Meeting

Motion was made by Mr. Strawn, and seconded by Mr. Kramer that the minutes of the Regular Meeting be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Cullen

NAYS: None

ABSTAIN: Messrs.: Popper, Napolitano

Approved Minutes of the November 5, 2008 Regular Meeting

Motion was made by Mr. Strawn, and seconded by Mr. Kramer that the minutes of the Special Budget Meeting be approved as amended. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Cullen, Popper

NAYS: None

ABSTAIN: Messrs.: Napolitano

Payment of Bills - 11/1/08 - 11/30/08 - Check Register - Attachment "A"

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

AYES Messrs.: Akin, Strawn, Cullen, Popper, Napolitano, Kramer

NAYS: None

ABSTAIN: None

**WASHINGTON TOWNSHIP MUA**

December 3, 2008

**Washington Township Municipal Utilities Authority  
Check Register  
November 2008**

12/01/08

Date	Num	Name	Memo	Amount
11/10/2008	GJ 1108-15	Public Employees Retirement System	Ref # 31524378 10/08 PERS	-2,738.16
11/17/2008	GJ 1108-16	NJSHBP - NJ Division of Pensions	Ref # 32491073 11/08 HB	-7,633.39
*** Missing numbers here ***				
11/14/2008	EFTPS11140	Internal Revenue Service	Ref # 00487357 Pyrl 11/14/08 22-2...	-7,296.82
*** Missing numbers here ***				
11/5/2008	19435	Cartal Electric Company		-10,736.00
11/5/2008	19436	D.J. Egarian & Associates, Inc.	Prof Srvc 9/08	-3,606.40
11/5/2008	19437	James R. Gregory	Legal Srvc	-2,432.59
11/5/2008	19438	Penn-Bower Inc.		-16,413.68
11/5/2008	19439	Sprint Long Distance		-37.69
11/5/2008	19440	Straco III Auto Parts	W300	-95.37
11/6/2008	19441	AT&T Mobility	512009864408 Final Bill PJC	-0.05
11/6/2008	19442	Accurate Pest Control, Inc.		-124.00
11/6/2008	19443	Accurate Waste Removal	13386,13429,45570,13510	-1,000.00
11/6/2008	19444	Amerigas - Chester 7500	Acct #1495 Propane @ Pheasant	-106.73
11/6/2008	19445	AT&T Mobility	05369412-001-42	-257.04
11/6/2008	19446	Elizabethtown Gas		-306.86
11/6/2008	19447	Embarq / Sprint		-1,045.21
11/6/2008	19448	InSite Engineering, LLC	C75d-MC WMP GIS Mapping	-760.00
11/6/2008	19449	JCP&L	20000000949 8/08	-24,490.11
11/6/2008	19450	Reliner / Duran Inc.	4- SS Pipe Brackets	-251.53
11/6/2008	19451	Seidler Chemical Co. Inc.	LVWWTF	-1,335.66
11/6/2008	19452	T and T Plumbing	Backflow Preventer Inspctn Winay PS	-465.00
11/6/2008	19453	TJM Controls Inc.	412	-4,991.00
11/7/2008	19454	JCP&L		-480.88
11/7/2008	19455	JCP&L		-520.96
11/7/2008	19456	JCP&L		-1,449.64
11/7/2008	19457	JCP&L	100047776891 LV#3	-509.61
11/7/2008	19458	Voided		0.00
11/7/2008	19459	Voided		0.00
11/7/2008	19460	Pat Brunner	Temp Srvc - 10/28 & 11/5/08 16 hrs	-192.00
11/7/2008	19461	Liquid Engineering Corporation	Inv # 35105 Proposal 35105	-2,177.80
11/12/2008	19462	NJ Family Support Payment Center	CS71388576A - Beam Pyrl 11/14/08	-336.00
11/12/2008	19463	USCM/Northeast	30236 Pyrl 11/14/08	-283.00
11/13/2008	19464	U.S. Post Office	Nov 2008 Billing- Zn 1 & Stamps	-385.47
11/14/2008	19465	USA Bluebook	91874	-4,199.57
11/14/2008	19466	State of NJ - Gross Income Tax	NJ State W/H Tax Oct 2008	-2,239.19
11/17/2008	19467	Pat Brunner	Temp Srvc - 11/13/08 8 hrs	-96.00
11/24/2008	19468	NJ Family Support Payment Center	CS71388576A w/e 11/21/08	-336.00
11/24/2008	19469	USCM/Northeast	30236 11/28/08	-283.00
11/25/2008	19470	Pat Brunner	Temp Srvc - 11/19/08 8 hrs	-96.00
11/25/2008	19471	Advantage Human Resourcing	Temp Service - Charlene Quarno	-144.00
11/25/2008	19472	Clarks Cleaning	Cleaning Service	-495.20
11/25/2008	19473	Excelsior Blower Systems, Inc.	LVWWTF-Blower Belts	-125.57
11/25/2008	19474	Greenway Flowers	006775	-62.05
11/25/2008	19475	Lab Safety Supply Inc.	0000197392	-78.44
11/25/2008	19476	Verizon/Bell		-125.50
*** Missing numbers here ***				
11/28/2008	eftps082808	Internal Revenue Service	conf #00942726 22-2216110	-6,787.84
*** Missing numbers here ***				
11/4/2008	EFTPS103108	Internal Revenue Service	REF # 00062821 22-2216110 Pyrl 1...	-6,550.32
*** Missing numbers here ***				
11/12/2008	eft 111408	WTMUA Payroll Account #8101941...	Cnfrmtn # 048540 Pyrl 11/14/08	-16,990.10
*** Missing numbers here ***				
11/24/2008	eft 112808	WTMUA Payroll Account #8101941...	Cnfrmtn # 798429 pyrl 11/28/08	-16,669.10

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**WASHINGTON TOWNSHIP MUA**

December 3, 2008

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Excavator Contract

It was agreed that the Contract for Excavation Services will be put out for rebid.

Director's Report

The Executive Director discussed the following topics:

Legislative Action

Board discussed the Executive Order 114 Highlands regarding Water Allocations from the DEP. It was interpreted to not affect the MUA due to the fact that it pertains to developments which are defined as new developments or expansion items that come before the planning or zoning boards. The MUA's proposed changes and allocations don't fall into this category. The item that could potentially qualify is the C.I.C. (Cleveland Industrial Center) Project. Although this is not expected to be a problem especially considering the Legislative Action has a provision to not "adversely affect public health or safety...".

Introduction of New Board Members

The newest members of the board were introduced:

Mark Napolitano, Member; appointed on 11/17/08

Anthony LaVista, Alt #2; appointed on 11/17/08

Ashwood Pump Station

Upgraded the control system as budgeted.

Water

- The SCADA System, for the Long Valley and Schooleys Mountain Water Systems, is ready for testing and should be put on-line this month. This computerized system will provide quicker response time and less differential in well responses. It is user adjustable and expandable to add wells. Addition of wells will require re-programming.
- Water leaks, especially in the Schooleys Mountain System, are being identified and repaired. This improves supply and reduces waste. Monitoring and repairing leaks will continued to be a priority.

Sewer

- The SCADA System is also being considered for the Sewer Systems.
- Leakage is being identified and repaired. This will minimize flooding, especially in the Fawnridge area. The large amounts of rain received during the Fall has not generated the flooding that it would have in previous years. Although, the ground water will be higher in the Spring providing a better indication of the impact of the repairs. Monitoring and repairing leaks will continue to be a priority.

2009 Rate Schedule Public Hearing:

The Authority has to give affirmative evidences at the Public Hearing, required by the NJSA 40:14B-23 Statute for the record. Attorney Read asked E.D. Costic, if the notice of this hearing has

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**WASHINGTON TOWNSHIP MUA**

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been published in at least two papers and a copy posted at the Authority's office as well as sent to the municipal clerks of the municipalities served by the authority? E.D. Costic confirmed this and provided proofs of publication from four publications which were marked as Exhibit A.

Also asked if the service charges are reasonable and necessary and will be adequate to pay the expenses of the operation and maintenance of the utility system? And, do you recommend this Rate Schedule for the year 2008? E.D. Costic responded; yes they were necessary, and has been developed and verified through the formulation of the budget by the Department of Community Affairs (DCA) and our own format. E. D. Costic provided the Public Notices which were marked as Exhibit B.

There being no public present, the Rate Schedule Hearing was closed.

The following action was taken. A notation was made by E.D. Costic that the public rate notification contained a typographical error for the amount that would be charged for the use of 1,000 gallons from a hydrant as part of the permit was advertised as \$800 per 1,000 gallons and should have been \$8.00 per gallons. It is a typographical error and, as compared with last year's rates, does not necessitate re-advertising the whole schedule.

WASHINGTON TOWNSHIP MUA

December 3, 2008

RESOLUTION

No. 08-12-B

BE IT RESOLVED by the Washington Township Municipal Utilities Authority, Morris County, that the Residential, Commercial, Industrial and Municipal Rate Schedules for water and sewer services be and the same are hereby set as follows:

A. Water User Fees:

1. Single Family Residential Homes - Rates shown for Quarterly Billing:

a. Metered

GALLONS		RATES	
Base	Less than	Base	Plus <sup>1</sup>
0	7,500	\$51.00	\$0.00
7,500	17,500	51.00	2.47
17,500	27,500	75.70	5.76
27,500	32,500	133.30	6.39
32,500	42,500	165.25	7.65
42,500	52,500	241.75	9.24
52,500	85,000	334.15	12.12
Over	85,000	728.05	14.82

1 - Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

b. Unmetered - \$133.30 per quarter.

2. Apartments, Multi-Family, Commercial, Industrial, Public, & Commercial Condominium -

a. Metered

GALLONS		RATES	
Base	Less than	Base	Plus <sup>1</sup>
0	7,500	\$51.00	\$0.00
7,500	17,500	51.00	2.47
17,500	27,500	75.70	4.37
27,500	32,500	119.40	5.58
32,500	42,500	147.30	5.60
42,500	52,500	203.30	6.06
52,500	85,000	263.90	6.35
Over	85,000	470.28	6.93

1 - Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

b. Unmetered - \$119.40 per quarter.

3. Historical - \$7.50 per quarter

4. Fire Hydrant Rental -

a. There shall be a charge of \$95.00 per year, payable on January 1st of each year, for each fire hydrant, public or private, connected to the Authority's Water Distribution System, regardless of frequency of use or volume of water consumed.

b. Fire Hydrant permit may be obtained at the WTMUA Office at a cost of \$25.00 for the first week or part thereof and \$20.00 for each subsequent week or part thereof for any use over one week plus \$8.00 per 1,000 gallons or part thereof used. For any use requiring a 3" meter, the fee shall be \$75.00 per week plus \$8.00 per 1,000 gallons or part thereof used in addition to a \$300.00 refundable security deposit.

**WASHINGTON TOWNSHIP MUA**

December 3, 2008

**B. Sewer User Fees:**

Unit Type	Per Quarter <sup>1</sup>	Per Year
Single Family Homes	\$236.50	\$946.00
Apartments & Multi Family <sup>2</sup>	\$236.50	\$946.00
Commercial, Industrial, Public, Commercial Condominium, Public Education <sup>3</sup>	\$236.50	\$946.00
Public - Unoccupied	This category shall be exempt from annual sewer user fee.	
Historical	\$127.00	\$508.00

1 - All Sewer Users Fees are payable in advance of the quarter in which the service is provided.

2 - For Each Residential Unit.

3 - The quarterly and annual rates show are a base charge which shall be multiplied by the EDU for the facility, plus any surcharge as determined by the WTMUA based on the chemical characteristics of the effluent

INTRODUCED AND PASSED: December 3, 2008

ATTEST:

WASHINGTON TOWNSHIP MUNICIPAL  
UTILITIES AUTHORITY

*Carol A. McLain*

Carol A. McLain, Secretary



Sam Akin, Chairman

Motion was made by Mr. Strawn and seconded by Mr. Cullen to approve this resolution.  
Motion was carried by the following Roll Call Vote:

AYES:

Akin

Strawn

Napolitano

Cullen

NAYS:

Popper

ABSTAIN:

None

ABSENT:

None

WASHINGTON TOWNSHIP MUA

December 3, 2008

Rules & Regulations

RESOLUTION

No. 08-12-C

WHEREAS, upon proper notice having been made and a public hearing having been held pursuant to the Municipal and County Utilities Authorities Law, a resolution was adopted amending service charges of the Washington Township Municipal Utilities Authority ("WTMUA") and to ensure adequate revenues will be available to pay the expenses of operation and maintenance of the utility systems; and

WHEREAS, to reflect these new rates, Appendix "A", Rate Schedule of the Rules and Regulations as well as other sections of the WTMUA's Rules and Regulations will hereby be amended to be consistent with the 2009 Rate Schedule; and

WHEREAS, it is the desire of the WTMUA to amend its Rules and Regulations in accordance with the form of amendments attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority as follows:

- 1. The Rules and Regulations of the Washington Township Municipal Utilities Authority are hereby amended as set forth in the amended Rules and Regulations, attached hereto.
2. This resolution shall take effect immediately.

INTRODUCED AND PASSED: December 3, 2008

ATTEST:

WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

Carol A. McLain

Carol A. McLain, Secretary

Sam Akin

Sam Akin, Chairman

Motion was made by Mr. Strawn and seconded by Mr. Cullen to approve this Resolution. Motion was carried by the following Roll Call Vote:

AYES:

AKIN

STRAWN

Napolitano

Cullen

Popper

NAYS:

None

ABSTAIN:

None

ABSENT:

None

WASHINGTON TOWNSHIP MUA

December 3, 2008

Resolution for late Submission of 2009 Budget Packet to NJDCA

**RESOLUTION**

**Late Submission of 2009 Authority Budgets**

No. 08-12-A

WHEREAS, the Washington Township Municipal Utilities Authority (Authority) held Special Meetings on October 15<sup>th</sup> & 22<sup>nd</sup>, and November 3<sup>rd</sup>, 2008 to discuss the operating and capital budgets for FY 2009, and;

WHEREAS, there were a variety of issue related to increases in the operating budget as well as a need to determine the priority of capital work required in the Sewer and Water Utilities, and;

WHEREAS, the appropriations in the Sewer and Water Utilities required a review of revenue, in particular the user fee structure, and;

WHEREAS, review of these matters took more time than was anticipated, and;

WHEREAS, the additional time was considered necessary given the problems of balancing the revenue needs with the appropriations required in FY 2009.

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

(1) The additional time taken to develop the FY 2009 Authority Budgets was prudent given the magnitude of needs in the Sewer and Water Utilities.

(2) The late submission of the FY 2009 Authority Budgets warranted.

INTRODUCED AND PASSED: December 3, 2008

ATTEST:

WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY

*Carol A. McLain*

Carol A. McLain, Secretary

*Sam Akin*

Sam Akin, Chairman

Motion was made by Mr. Strawn and seconded by Mr. Cullen to approve the Water Annual Budget / Capital Budget as presented. Motion was carried by the following Roll Call Vote:

AYES:

Akin

Strawn

Napolitano

Cullen

Popper

NAYS:

None

ABSTAIN:

None

ABSENT:

None

WASHINGTON TOWNSHIP MUA

December 3, 2008

New Jersey Utility Authorities Joint Insurance Fund

The MUA's membership in the New Jersey Utility Authorities Joint Insurance Fund, which provides comprehensive coverage of the MUA for all insurance related matters, expires at the end of December 2008. Additionally the coverage terminates at the end of the December 2008.

It was agreed that Chairman Aiken will approve the Agreement once the MUA Attorney has determined that if coverage can be acquired from a different sources for less money, the MUA can cancel the membership as well as the policy.

**RESOLUTION**  
**RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY**  
**AUTHORITIES JOINT INSURANCE FUND**

No. 08-12-D

**WHEREAS**, the Washington Township Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

**WHEREAS**, said membership terminates as of December 31, 2008 unless earlier renewed by agreement between the Authority and the Fund; and

**WHEREAS**, the Authority desires to renew said membership;


**NOW THEREFORE**, be it resolved as follows:

1. The Washington Township Municipal Utilities Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The WTMUA Chairman shall be and hereby is authorized to execute the agreement, as approved by our attorney, to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

**INTRODUCED AND PASSED:** December 3, 2008

**ATTEST:**

**WASHINGTON TOWNSHIP MUNICIPAL  
UTILITIES AUTHORITY**

  
Carol A. McLain, Secretary

  
Sam Akin, Chairman

Motion was made by Mr. Strawn and seconded by Mr. Cullen to approve this resolution.  
Motion was carried by the following Roll Call Vote:

<b>AYES:</b>	<b>NAYS:</b>	<b>ABSTAIN:</b>	<b>ABSENT:</b>
Akin	None	None	None
Strawn			
Napolitano			
Cullen			
Popper			

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WASHINGTON TOWNSHIP MUA

December 3, 2008

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Objection to Quarterly Bill by Christopher Hartmann

The first issue raised in the letter was the date of the bill which pre-dated the meter reading. The date of the bills are not changed to reflect the meter reading date. E.D. Costic will look into the process. The second issue raised in the letter was the period of time that the customer was billed for. This length of time was longer than prior bills. The meter readings were delayed due to the snow storm at the end of October. It was agreed to have the attorney review the MUA regulations and any other precedents that impact this situation. E.D. Costic will contact Mr. Hartmann and advise him that the board is looking into this.

Closed Session for Personnel

It was agreed that this discussion did not need to take place in Closed Session. Last year employees were awarded an appreciation bonus of \$200 per person during the Awards Dinner.

Motion was made by Mr. Akin, and seconded by Mr. Strawn that this appreciation bonus be awarded same as last year. Motion was carried by the following vote:

AYES Messrs.: Akin, Strawn, Popper, Cullen and Napolitano  
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, and seconded by Mr. Popper that this meeting be adjourned. Motion was carried by the following vote:

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

Meeting adjourned: 9:27 p.m.

Respectfully submitted,

*Carol A. McLain*

Carol A. McLain  
Secretary