
WASHINGTON TOWNSHIP MUA
MEETING MINUTES
December 2, 2009

The Regular Meeting of the W.T.M.U.A. was called to order at 8:00 p.m. on December 2, 2009.

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, 2009. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Akin, Cullen
Alt. Members Present: Messrs. Kramer*, Popper
Members Absent: Messrs. Strawn, Napolitano, LaVista
Alt. Members Absent: Messrs. None

Staff Members Present: Executive Director (E.D.) Costic, Secretary Waller, Attorney Gregory

*arrived at 8:17 pm

Approved Minutes of the November 2, 2009 Special Meeting and November 4, 2009 Regular Meeting

Motion was made by Mr. Cullen and seconded by Mr. Popper that the November 2, 2009 Special Meeting Minutes and the November 4, 2009 Regular Meeting Minutes be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Cullen, Popper
NAYS: Messrs.:
ABSTAIN: Messrs.:

Payment of Bills – 11/1/09 – 11/30/09 - Check Register

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

AYES: Messrs.: Akin, Cullen, Popper
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

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Washington Township MUA

11/25/2009 3:28 PM

Register: 1156 - Operating Checking

From 11/01/2009 through 11/30/2009

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/04/2009	efR30841...	PERS Div of Pens & ...	Accounts Payable:2119...	October 2009 p...	3,540.46			131,845.63
11/05/2009	20235	Post Office	Accounts Payable:2119...	billing postage/...	426.29			131,419.34
11/05/2009			BOND 1995 Bond Issu...	monthly bond f...			147,219.75	278,639.09
11/06/2009	20236	Accurate Pest Contro...	Accounts Payable:2119...	acc #23397 - se...	62.00			278,577.09
11/06/2009	20237	Accurate Waste Rem...	Accounts Payable:2119...	sept sludge rem...	4,131.05			274,446.04
11/06/2009	20238	Amerigas - Chester 7...	Accounts Payable:2119...	acc #7500005123	404.60			274,041.44
11/06/2009	20239	AT&T	Accounts Payable:2119...		69.78			273,971.66
11/06/2009	20240	Auto Parts Plus	Accounts Payable:2119...	VEH 91 front ...	1,178.86		<-- vh #91 tires,	272,792.80
11/06/2009	20241	Beaumont Landscapi...	Accounts Payable:2119...	Sept 2009 servi...	1,360.00		brakes & bumper	271,432.80
11/06/2009	20242	Buckman's Inc.	Accounts Payable:2119...	acc #WASHIN	2,011.57		<-- chemicals	269,421.23
11/06/2009	20243	Clinton Business Pro...	Accounts Payable:2119...	899	250.25			269,170.98
11/06/2009	20244	Coyne Chemical	Accounts Payable:2119...	WASH46	1,013.28		<-- chemicals	268,157.70
11/06/2009	20245	Culligan	Accounts Payable:2119...	741227	46.47			268,111.23
11/06/2009	20246	D.J. Egarian & Asso...	Accounts Payable:2119...	september 200...	10,967.40			257,143.83
11/06/2009	20247	Dave Carswell	Accounts Payable:2119...	2009 clothing a...	79.99			257,063.84
11/06/2009	20248	Deluxe	Accounts Payable:2119...	0146868401	211.44			256,852.40
11/06/2009	20249	EA Morse	Accounts Payable:2119...	acc #600200; o...	98.40			256,754.00
11/06/2009	20250	EFW Marketing & D...	Accounts Payable:2119...	MOTOR SAV...	406.85			256,347.15
11/06/2009	20251	Embarq/CenturyLink	Accounts Payable:2119...	acc #908-876-3...	931.95			255,415.20
11/06/2009	20252	Gregory and Reed, P...	Accounts Payable:2119...	Legal Srves	7,844.14			247,571.06
11/06/2009	20253	Hackettstown Supply...	Accounts Payable:2119...	1196	31.30			247,539.76
11/06/2009	20254	Hackettstown Trans...	Accounts Payable:2119...	veh #94 transm...	2,188.70		<-- veh #94	245,351.06
11/06/2009	20255	Immediate Medical ...	Accounts Payable:2119...	Kaltsas physical	148.00		transmission repair	245,203.06
11/06/2009	20256	JCP&L	Accounts Payable:2119...	acc #20 00 00 ...	20,881.72			224,321.34
11/06/2009	20257	JLM Computers	Accounts Payable:2119...		1,995.00			222,326.34
11/06/2009	20258	Lee Co.	Accounts Payable:2119...	acc #WASTOW	1,439.00		<-- replace stolen	220,887.34
11/06/2009	20259	Lube It All	Accounts Payable:2119...	veh 97	32.45		hydrant	220,854.89
11/06/2009	20260	Luis Rodriguez	Accounts Payable:2119...	customer hitch ...	150.00			220,704.89
11/06/2009	20261	Morris County Statio...	Accounts Payable:2119...	023015	6.20			220,698.69
11/06/2009	20262	NJ Dept of Labor & ...	Accounts Payable:2119...	ein 0-222-216-...	4,672.00			216,026.69
11/06/2009	20263	One Call Systems, Inc.	Accounts Payable:2119...	75503	85.00			215,941.69
11/06/2009	20264	Passaic Valley Sewer...	Accounts Payable:2119...	september/octo...	4,560.00			211,381.69
11/06/2009	20265	Pumping Services, Inc.	Accounts Payable:2119...	ACC #000853 ...	1,197.00			210,184.69
11/06/2009	20266	QC Inc.	Accounts Payable:2119...	C00154	3,617.00			206,567.69
11/06/2009	20267	Rio Supply, Inc.	Accounts Payable:2119...	meters	5,709.56			200,858.13
11/06/2009	20268	Seidler Chemical Co...	Accounts Payable:2119...	cust #WAS-02	2,035.48		<-- chemicals	198,822.65
11/06/2009	20269	Siemens Water Tech...	Accounts Payable:2119...	cust #800515	330.30			198,492.35
11/06/2009	20270	Sprint Long Distance	Accounts Payable:2119...	acc #926520042	92.61			198,399.74
11/06/2009	20271	Stephan Farm Supply	Accounts Payable:2119...	pete - 3 shirts	129.97			198,269.77
11/06/2009	20272	Technical Componen...	Accounts Payable:2119...	SCADA progra...	2,096.50			196,173.27

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/06/2009	20273	Toby Barkman	Accounts Payable:2119...		1,250.00			194,923.27
11/06/2009	20274	USA Bluebook	Accounts Payable:2119...	91874	832.99			194,090.28
11/06/2009	20275	Valley Cleaners	Accounts Payable:2119...		113.05			193,977.23
11/06/2009	20276	VS Land Data LLC	Accounts Payable:2119...	research right-a...	380.00			193,597.23
11/06/2009	20277	Waste Management ...	Accounts Payable:2119...	100-0059416-0...	565.56			193,031.67
11/06/2009	20278	Water Environment ...	Accounts Payable:2119...	Robert Carpent...	75.00			192,956.67
11/06/2009	20279	Stephan Farm Supply	Accounts Payable:2119...	Pete - 2 shirts	81.98			192,874.69
11/09/2009	20280	Home Depot	Accounts Payable:2119...	603532250043...	1,231.05		<-- rock salt; plant	191,643.64
11/10/2009	20281	Redwoods	Accounts Payable:2119...	deposit for holi...	200.00		supplies & meter	191,443.64
11/10/2009			1121 · Payroll Checking	11/13/09 payro...	21,363.87		repair items	170,079.77
11/17/2009	20282	Staples	Accounts Payable:2119...	VOID: office s...		X		170,079.77
11/17/2009	20283	Staples	Accounts Payable:2119...	office supplies	76.36			170,003.41
11/17/2009	20284	AT&T Mobility	Accounts Payable:2119...	05369412-001-...	193.45			169,809.96
11/17/2009	20285	Clarks Cleaning	Accounts Payable:2119...	Cleaning Service	572.50			169,237.46
11/17/2009	20286	Elizabethtown Gas 0...	Accounts Payable:2119...	6839340711	25.40			169,212.06
11/17/2009	20287	Elizabethtown Gas 2...	Accounts Payable:2119...	4292272661	16.15			169,195.91
11/17/2009	20288	Elizabethtown Gas 3...	Accounts Payable:2119...	3023945621	373.48			168,822.43
11/17/2009	20289	Elizabethtown Gas 5...	Accounts Payable:2119...	5305345621	41.47			168,780.96
11/17/2009	20290	Elizabethtown Gas 6...	Accounts Payable:2119...	4540016291	39.04			168,741.92
11/17/2009	20291	Elizabethtown Gas 6...	Accounts Payable:2119...	0371846641	60.77			168,681.15
11/17/2009	20292	Elizabethtown Gas 9...	Accounts Payable:2119...	0150129641	30.67			168,650.48
11/17/2009	20293	Elizabethtown Gas 9...	Accounts Payable:2119...	9715445621	23.36			168,627.12
11/18/2009			2999 · Undeposited Fu...	CPA			200.00	168,827.12
11/18/2009	20294	Wire's Electric Shop	Accounts Payable:2119...	cust #8930A	120.00			168,707.12
11/18/2009	JE 09_75R		Accounts Payable:2119...	void check #20...			120.00	168,827.12
11/23/2009			1121 · Payroll Checking	11/25/09 payro...	28,737.38			140,089.74

Billing Adjustments - October 2009

Chairman Aiken requested a summary of outstanding balances to determine if the economy is affecting customer payments.

Start Batch: 004302 Washington Township Municipal Utilities Auth. Printed: 11/02/09 2:19 PM
End Batch: 004372 Trial Balance for the Period - 10/01/09 - 10/31/09 Page 1 of 1

Total Outstanding Balance - Start of Business on 10/01/09 :	222,891.01
Total Amount Billed :	291,477.51
Total Payments Received :	-236,106.53
Payments-Principal :	-235,107.16
Payments-Interest :	-999.37
Total Adjustments :	-14,860.10
RETURNED PAYMENTS ONLY (Bad Checks, etc.)	
Principal:	.00
Miscellaneous:	.00
Interest:	.00
Total:	0.00
Total Outstanding Balance - Close of Business on 10/31/09 :	263,401.89

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Motion was made by Mr. Cullen, and seconded by Mr. Popper, that the billing adjustments for September 2009 be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Cullen, Popper
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

8:03 Closed to the Public

Budget Resolutions

<p>2010 AUTHORITY SEWER UTILITY BUDGET RESOLUTION WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY for the FISCAL YEAR: from JANUARY 1, 2010 to DECEMBER 31, 2010</p>
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09-11-A rev. a

WHEREAS, this Resolution amends and supercedes Resolution 09-11-A passed at the Regular Meeting on November 9, 2009; and,

WHEREAS, the Annual Budget and Capital Budget for the Washington Township Municipal Utilities Authority's Sewer Utility for the fiscal year period beginning January 1, 2010 and ending December 31, 2010, has been presented before the governing body of the Washington Township Municipal Utilities Authority at its open public meeting of November 9, 2009; and,

WHEREAS, the Sewer Utility Annual Budget as introduced reflects Total Revenues of \$2,344,879, Total Appropriations, including Accumulated Deficit if any, of \$2,344,879 and Total Unreserved Retained Earnings utilized of \$0; and,

WHEREAS, the Sewer Utility Capital Budget as introduced reflects Total Capital Appropriations of \$345,620 and Total Unreserved Retained Earnings planned to be utilized as funding thereof, of \$345,620; and,

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and,

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Washington Township Municipal Utilities Authority, at an open public meeting held on November 9, 2009 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Washington Township Municipal Utilities Authority's Sewer Utility for the year beginning for January 1, 2010 and ending December 31, 2010, is hereby approved; and,

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and

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provisions as stipulated in the Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and,

BE IT FURTHER RESOLVED, that the governing body of the Washington Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 6, 2010.

INTRODUCED AND PASSED: December 2, 2009

<p>2010 AUTHORITY WATER UTILITY BUDGET RESOLUTION WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY for the FISCAL YEAR: from JANUARY 1, 2010 to DECEMBER 31, 2010</p>
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09-11-B rev. a

WHEREAS, this Resolution amends and supercedes Resolution 09-11-B passed at the Regular Meeting on November 9, 2009; and,

WHEREAS, the Annual Budget and Capital Budget for the Washington Township Municipal Utilities Authority's Water Utility for the fiscal year period beginning January 1, 2010 and ending December 31, 2010, has been presented before the governing body of the Washington Township Municipal Utilities Authority at its open public meeting of November 9, 2009; and,

WHEREAS, the Water Utility Annual Budget as introduced reflects Total Revenues of \$1,262,241, Total Appropriations, including any Accumulated Deficit if any, of \$1,262,241 and Total Unreserved Retained Earnings utilized of \$0; and,

WHEREAS, the Water Utility Capital Budget as introduced reflects Total Capital Appropriations of \$428,550 and Total Unreserved Retained Earnings planned to be utilized as funding thereof, of \$428,550; and,

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and,

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Washington Township Municipal Utilities Authority, at an open public meeting held on November 9, 2009 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Washington Township Municipal Utilities Authority's Water Utility for the year beginning for January 1, 2010 and ending December 31, 2010, is hereby approved; and,

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and,

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BE IT FURTHER RESOLVED, that the governing body of the Washington Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 6, 2010.

INTRODUCED AND PASSED: December 2, 2009

Motion was made by Mr. Cullen, and seconded by Mr. Popper, that the foregoing Resolutions to amend the Resolutions 09-11A and 09-11B approving the Sewer and Water Utility Budgets for 2010 be adopted with the following changes. The Resolution numbers will have incorporate a revision letter to the end of the original Resolution number and the Introduced and Passed date will be changed to December 2, 2009. Motion was carried by the following Roll Call Vote:

AYES: Messrs: Akin, Cullen, Popper
NAYS: None
ABSTAIN: None

Smith Well #23

RESOLUTION

No. 09-12-D

WHEREAS, The Washington Township Municipal Utilities Authority (“Authority”) operates a public water supply system within the Township of Washington (“System”); and

WHEREAS, the Authority has determined that a new well is necessary to insure that sufficient water will be available for the public water system ; and

WHEREAS, after conducting an investigation, the Authority has determined that a portion of certain real property located at 226 Drakestown Road, Hackettstown, New Jersey, commonly known and designated as Block 12, Lot 4 on the tax map of the Township of Washington, Morris County, New Jersey, hereinafter referred to as the “Property” and as described in the appraisal referred to below, is a viable site to construct a public well; and

WHEREAS, the Property is owned by Robert Smith; and

WHEREAS, the Authority desires to acquire the above reference real property for the construction of a new public well; and

WHEREAS, at the direction of the Authority a formal appraisal of the Property has been done establishing the appraised value at between \$1,110 - \$1,550; and

WHEREAS, the Authority is authorized pursuant to N.J.S.A 40:14B-1 et seq. to acquire interests in real estate and/or to enter into agreements in furtherance of the activities of the Authority; and

WHEREAS, it is the desire of the Authority to attempt to acquire the Property through bona fide negotiations, and, if that process fails, then to acquire the Property by the power of condemnation in accordance with N.J.S.A. 20:3-1 et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority in the County of Morris and in the State of New Jersey on this 2nd day of December, 2009 as follows:

1. The Authority hereby accepts the Appraisal of the Property prepared by Integra Realty Resources.

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2. The Executive Director is hereby authorized and directed to submit a bona fide written offer to the owner of the Property in higher amount of the appraised value (\$1,550) and in accordance with the direction and advice of the Authority's attorney.

3. If these bona fide negotiations fail, the Executive Director is authorized and directed to commence condemnation proceedings in the name of the Authority. In the event of the institution of condemnation proceedings, the Authority's attorney is authorized to file all necessary legal documents including a verified complaint and Declaration of Taking. The Executive Director shall cause funds to be issued for the making of any deposit into Court required by law of for the purpose of making payment to the respective owners in an amount equaling the appraised value of the Property.

2. This Resolution shall take effect as provided by law.

INTRODUCED AND PASSED: December 2, 2010

Motion was made by Mr. Cullen, and seconded by Mr. Popper, that the foregoing Resolution to accept the appraisal of 226 Drakestown Rd., Hackettstown, NJ, authorize the ED to provide property owner with an offer and commence condemnation proceedings if offer is rejected. Motion was carried by the following Roll Call Vote:

AYES: Messrs: Akin, Cullen, Kramer, Popper
NAYS: None
ABSTAIN: None

Closed Session

RESOLUTION CLOSED SESSION
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No. 09 - 12 - A

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Policies & Procedures Manual, Employee Handbook and Employee Association Agreement which matter is permitted by Section 7.6 of the Open Public Meetings Act (Chapter 231 of the Public Laws of the State of New Jersey for 1975) to be discussed in closed session in the absence of the Public; and

WHEREAS, the Washington Township Municipal Utilities Authority has determined that it is necessary in the public interest that the matter in fact be discussed in closed session, and has estimated that, as nearly as can be ascertained, the results of the discussion can be disclosed to the public when formally acted upon.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, in the County of Morris and State of New Jersey, that the public be excluded from the closed portion of this meeting, during which only the aforesated matter will be discussed.

INTRODUCED AND PASSED: December 2, 2009

Motion was made by Mr. Cullen, and seconded by Mr. Popper, that the foregoing Resolution to go into Closed Session at 8:34 pm to discuss the Policies & Procedures Manual, the Employee Handbook and , Employee Association Contract. Motion was carried by the following Roll Call Vote:

AYES: Messrs.: Akin, Cullen, Kramer Popper

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NAYS: Messrs.: None
ABSTAIN: Messrs.: None

Closed session adjourned at 10:10 pm.

Closed Session Actions

A Motion was made by Mr. Cullen, and seconded by Mr. Popper, with the December 31, 2009 expiration of the current Employee Association, to extended the existing Employee Association Agreement until a new one can be agreed to. Motion was carried to the following Roll Call Vote:

AYES: Messrs.: Akin, Cullen, Kramer Popper
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

A Motion was made by Mr. Cullen, and seconded by Mr. Popper, to give Paul Costic the authority to get quotes for a professional to review the Policies and Procedure Manual and the Employee Handbook not to exceed \$5,000. Motion was carried to the following Roll Call Vote:

AYES: Messrs.: Akin, Cullen, Kramer Popper
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

Camp Washington Tanker

Three residents, as well as the Mayor, have expressed concerns with the Tanker at Camp Washington Spring. The next step is to put a tank inside the Spring building to resolve freezing and security issues as well as to control costs. The tank as it stands now was an immediate response to the DEP and will be removed as possible.

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

Motion was made by Mr. Cullen, and seconded by Mr. Popper that this meeting be adjourned. Motion was carried by the following vote:

AYES: Messrs.: Akin, Cullen, Kramer, Popper
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

Meeting adjourned: 10:20 p.m.

Respectfully submitted,
E. Jill Waller
Secretary