
WASHINGTON TOWNSHIP MUA
MEETING MINUTES
February 3, 2010

The Regular Meeting of the W.T.M.U.A. was called to order at 7:35 p.m. on February 3, 2010.

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

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

*in at 7:45 and left at 10:35pm

Approved Minutes of the January 6, 2010 Regular Meeting

Motion was made by Mr. Cullen and seconded by Mr. Popper that the January 6, 2010 Regular Meeting Minutes be approved as presented. Motion was carried by the following vote:

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

Payment of Bills – 1/1/10 – 1/31/10 - 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, Kramer, Popper
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	None

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Washington Township MUA

01/27/2010 9:29 AM

Register: 1156 · Operating Checking

From 01/01/2010 through 01/31/2010

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/06/2010			1121 · Payroll Checking	1/8/10 payroll f..	34,379.36			167,559.00
01/06/2010			0764 · SUI Acet	SUI FUNDIN...	101.78			167,457.22
01/06/2010			BOND 1995 Bond Issu...	monthly bond t...			147,219.75	314,676.97
01/07/2010	20366	Post Office	Accounts Payable:2119...	postage	393.35			314,283.62
01/08/2010	20367	NJ - PWT	Accounts Payable:2119...	EDN #22-22161...	466.40			313,817.22
01/08/2010	ef00774...	PERS Div of Pens & ...	Accounts Payable:2119...	Dec 2009 pay...	3,540.52			310,276.70
01/08/2010	ef00884...	PERS Health Div of ...	Accounts Payable:2119...	92-1683-0 Hea...	8,207.41			302,069.29
01/12/2010	20368	Accurate Pest Contro...	Accounts Payable:2119...	acc #4567/Nov...	62.00			302,007.29
01/12/2010	20369	Accurate Waste Rem...	Accounts Payable:2119...		4,795.00		<-- 2 months	297,212.29
01/12/2010	20370	AEA	Accounts Payable:2119...	2010 AEA REg...	3,100.00		<-- Assoc of Env	294,112.29
01/12/2010	20371	AT&T	Accounts Payable:2119...		70.14		Authorities	294,042.15
01/12/2010	20372	B & R Uniforms	Accounts Payable:2119...	name tags on u...	118.00			293,924.15
01/12/2010	20373	Beaumont Landscapi...	Accounts Payable:2119...	november lawn...	680.00			293,244.15
01/12/2010	20374	Brown & Brown of ...	Accounts Payable:2119...		938.00			292,306.15
01/12/2010	20375	Buckman's Inc.	Accounts Payable:2119...	acc #WASHIN	2,011.57		<-- chemicals	290,294.58
01/12/2010	20376	Cartal Electric Comp...	Accounts Payable:2119...	smstp electrical...	1,314.00			288,980.58
01/12/2010	20377	Carus Phosphates, Inc.	Accounts Payable:2119...	050350	4,846.22		<-- chemicals	284,134.36
01/12/2010	20378	Clarks Cleaning	Accounts Payable:2119...	Cleaning Service	990.40			283,143.96
01/12/2010	20379	Clinton Business Pro...	Accounts Payable:2119...	899	11.38			283,132.58
01/12/2010	20380	Culligan	Accounts Payable:2119...	741227	19.24			283,113.34
01/12/2010	20381	D.J. Egarian & Asso...	Accounts Payable:2119...	november engi...	10,488.05			272,625.29
01/12/2010	20382	Daily Record	Accounts Payable:2119...	acc #187378	116.00			272,509.29
01/12/2010	20383	Data Architects	Accounts Payable:2119...	2010 WinBill ...	1,650.00			270,859.29
01/12/2010	20384	Dimension Frame	Accounts Payable:2119...	Vh #93; brakes...	115.00			270,744.29
01/12/2010	20385	Embarq/CenturyLink	Accounts Payable:2119...	acc #908-876-3...	930.90			269,813.39
01/12/2010	20386	Graybar Electric Co...	Accounts Payable:2119...		88.23			269,725.16
01/12/2010	20387	Gregory and Reed, P...	Accounts Payable:2119...	Legal Srves	3,988.79			265,736.37
01/12/2010	20388	Hackettstown Supply...	Accounts Payable:2119...	1196	19.97			265,716.40
01/12/2010	20389	Hoffmans Supply, Inc.	Accounts Payable:2119...		66.84			265,649.56
01/12/2010	20390	Home Depot	Accounts Payable:2119...	603532250043...	631.58			265,017.98
01/12/2010	20391	Hunterdon County D...	Accounts Payable:2119...	acc #1905785 1...	75.96			264,942.02
01/12/2010	20392	Integra Krauser & Ci...	Accounts Payable:2119...	141g appraisal	3,000.00			261,942.02
01/12/2010	20393	JCP&L	Accounts Payable:2119...	acc #20 00 00 ...	27,356.03			234,585.99
01/12/2010	20394	JIF	Accounts Payable:2119...	1st installment ...	22,639.31		<-- insurance 50%	211,946.68
01/12/2010	20395	JLM Computers	Accounts Payable:2119...		125.00			211,821.68
01/12/2010	20396	Lee Co.	Accounts Payable:2119...		1,022.66			210,799.02
01/12/2010	20397	Luis Rodriguez	Accounts Payable:2119...	fittings for tri-p...	80.00			210,719.02
01/12/2010	20398	NJ DEP	Accounts Payable:2119...	PROG INT ID ...	7,235.00		<-- annual water	203,484.02
01/12/2010	20399	NJ Water Association	Accounts Payable:2119...	2010 members...	325.00		allocation fee	203,159.02
01/12/2010	20400	NJ Water Supply Aut...	Accounts Payable:2119...	ocatober - dece...	895.82			202,263.20

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Register: 1156 - Operating Checking

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/12/2010	20401	One Call Systems, Inc.	Accounts Payable:2119...	75503	85.60			202,177.60
01/12/2010	20402	Passaic Valley Sewer...	Accounts Payable:2119...	acc #00081-01 ...	3,520.00			198,657.60
01/12/2010	20403	Pumping Services, Inc.	Accounts Payable:2119...		7,712.50			190,945.10
01/12/2010	20404	QC Inc.	Accounts Payable:2119...	C00154	950.00			189,995.10
01/12/2010	20405	R & R Construction ...	Accounts Payable:2119...	WASHMUA	4,866.05		<--SMSTP RBC	185,129.05
01/12/2010	20406	Recorder Publishing ...	Accounts Payable:2119...	acc #003776 - ...	25.20		repairs	185,103.85
01/12/2010	20407	Samuel Stothoff Co. ...	Accounts Payable:2119...	WTMUA1	10,000.00		<--new wells	175,103.85
01/12/2010	20408	Simmons Transport, ...	Accounts Payable:2119...		4,350.00		<--water-2550;	170,753.85
01/12/2010	20409	Sprint Long Distance	Accounts Payable:2119...	acc #926520042	102.96		rental-1550;heating-250	170,650.89
01/12/2010	20410	Stephan Farm Supply	Accounts Payable:2119...	jeff - 5 pants; b...	254.90			170,395.99
01/12/2010	20411	T and T Plumbing	Accounts Payable:2119...	quarterly back ...	1,150.00			169,245.99
01/12/2010	20412	Taylor Oil Co.	Accounts Payable:2119...	01-0063365	4,085.62			165,160.37
01/12/2010	20413	Teledyne Iseo, Inc.	Accounts Payable:2119...	008615050	135.00			165,025.37
01/12/2010	20414	Toby Barkman	Accounts Payable:2119...	november work	10,285.85			154,739.52
01/12/2010	20415	U.S. Bank 1996A Trs...	Accounts Payable:2119...	1996 bond adm...	7,327.50			147,412.02
01/12/2010	20416	U.S. Bank Series 2005	Accounts Payable:2119...	2576051363	3,500.00			143,912.02
01/12/2010	20417	USA Bluebook	Accounts Payable:2119...	91874	159.32			143,752.70
01/12/2010	20418	Valley Cleaners	Accounts Payable:2119...		114.05			143,638.65
01/12/2010	20419	Verizon/Bell	Accounts Payable:2119...		136.60			143,502.05
01/12/2010	20420	VS Land Data LLC	Accounts Payable:2119...		760.00			142,742.05
01/12/2010	20421	Waste Management ...	Accounts Payable:2119...	100-0059416-0...	565.62			142,176.43
01/12/2010	20422	West Chester Machin...	Accounts Payable:2119...	1236	260.99			141,915.44
01/12/2010	20423	Staples - NJ contract	Accounts Payable:2119...		115.06			141,800.38
01/19/2010	20424	NJ Treasurer	Accounts Payable:2119...	highlands appli...	100.00			141,700.38
01/20/2010			1121 - Payroll Checking	1/22/10 payroll...	23,159.55			118,540.83
01/25/2010	20425	AT&T Mobility	Accounts Payable:2119...	05369412-001-...	202.60			118,338.23
01/28/2010		PNC Bank	-split-	PNC Merchant ...			600.03	118,938.26

Billing Adjustments - December 2009

Start Batch: 004440
End Batch: 004510

Washington Township Municipal Utilities Auth.
Trial Balance for the Period - 12/01/09 - 12/31/09

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Total Outstanding Balance - Start of Business on 12/01/09 :	289,933.17
Total Amount Billed :	260,691.17
Total Payments Received :	-260,377.75
Payments-Principal :	-257,726.56
Payments-Interest :	-2,651.19
Total Adjustments :	-7,236.24
RETURNED PAYMENTS ONLY (Bad Checks, etc.)	
Principal:	1,143.61
Miscellaneous:	20.00
Interest:	21.53
Total:	1,185.14
Total Outstanding Balance - Close of Business on 12/31/09 :	283,010.35

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

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

Open to the Public

Zion Church

Church expansion has resulted in an adjustment to the EDU's for building usage which is used to base the sewer connection charge. The Church requested, since the number of students are not being increased, the Board to reconsider the amount of EDU's. The Board explained to generate the additional 4 EDU's, they based the new facility as an assembly facility rather than a banquet facility thereby reducing the potential EDU's. Additionally, the number of seats for students increased by 78 in the new addition. The Church's position is that the number students is not increasing. When the MUA originally calculated the student population it was estimated at 50. In total, the facility can hold up to 130 students.

Although it may not be possible to revisit the connection fee, it might be possible to re-evaluate the usage based on the student population on an annual bases. The attorney will look into the option of having a non-profit class of customers that would include the churches and their schools. The Board will get input from the attorney and provide 2-3 alternatives for discussion at the next meeting.

8:15 pm: Closed to the Public

Temporary Adjourn Regular Meeting

Motion was made by Mr. Popper, and seconded by Mr. Cullen, to temporary adjourn this meeting to open the Reorganization Meeting to address the Reorganization Agenda. Motion was carried by the following vote:

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

Meeting adjourned at 8:16 pm.

Meeting reopened at 8:45 pm.

Customer Billing Adjustment Requests

28 Schooley's Mtn Rd

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, that an adjustment in the sewer bill from May 2005 to June 2009 due to the fact that there were no bathroom facilities in store until June 2009. Motion was carried by the following vote:

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

Interest Adjustment

Motion was made by Mr. Cullen, and seconded by Mr. Strawn, that interest will be waived, in situations where unread meters are replaced and a high usage adjustment is incurred. The interest continue to accrue on the account and will be waived only after the account is current at the end of a six month period for usage adjustments

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below \$500 and at the end of a one year period for adjustments above \$500. Motion was carried by the following vote:

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

Hardship Reviews

Approved hardship customers will only have interest waived for the period covered by the customer's support documentation. (i.e. if a 2008 tax return is provided and approved, interest posted during 2008 will be waived)

It was agreed to waive interest for hardship cases, but not for user fees.

Motion made by Mr. Cullen, and seconded by Mr. Strawn, to waive interest posted to account #735 for the year 2008 in the amount of \$122.02. Motion was carried by the following vote:

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

It was agreed to review this Hardship Policy in the future to determine if the MUA will continue the program or suspend it.

WT Board of Ed:

Credits were reviewed for Old Farmer's Road School, Long Valley Middle School and the WT Board Education Buidling and estimated credits for Kossman School, Flocktown School and the Cucinella School.

Motion made by Mr. Strawn, and seconded by Mr. Popper, that the credits are noted, for the record, by the WTMUA Board. Motion was carried by the following vote:

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

Extension of Sludge Cartage Contract

RESOLUTION

No. 10-02-B

WHEREAS, on February 4, 2009 the Washington Township Municipal Utilities Authority (Authority) awarded a contract for WTMUA Contract No. AC2.09, Sewage Treatment Plant Sludge Collection, Cartage and Discharge to Accurate Waste Removal Services, Inc of Ironia, NJ for a one year period; and,

WHEREAS, the contract contains the condition that the contract can be extended for two additional one year periods upon the mutual agreement of both parties; and,

WHEREAS, Accurate Waste Removal Services, Inc. is in agreement to extend the contract for a second additional one year period at the prices and conditions of the 2009 bid; and,

WHEREAS, said contract extension is acceptable to the MUA.

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

- (1) The contract with Accurate Waste Removal Services, Inc for WTMUA Contract No. AC2.04, Sewage Treatment Plant Sludge Collection, Cartage and Discharge is hereby extended for a one year period.
- (2) The Executive Director is authorized to issue a notice of contract extension to Accurate Waste Removal Services, Inc

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

INTRODUCED AND PASSED: February 3, 2010

Motion made by Mr. Strawn, and seconded by Mr. Cullen, to approve the forgoing resolution to extend the Sewage Treatment Plant Sludge Collection, Cartage and Discharge contract for two additional one year periods. Motion was carried by the following vote.

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

Executive Director Review

P Costic has been working for the MUA for two years and needs to have a performance review for 2009 and goals set for 2010. Comments should be directed to W Cullen so he can work up a performance review. J Waller to email MUA Board to request individual comments to W Cullen. P Costic provided a Priorities Listing that should be considered when developing 2010 goals. To free up P Costic, as much as possible, the engineer will handle as much of this work as possible.

Sewer Wastewater Local Limits Analysis

January 31, 2010 deadline for testing, but some problems have incurred with the lab testing for both the SM and LV plant. Currently the data is being verified prior to submission.

Sewer Plant Performance

Both plants were heavily affected by recent rainfall. It has been determined that there is a need for more reliable equipment and a better I&I program that is sustainable and can provide interpretable reports.

Wastewater Management Plan

Items still need to be provided to the DEP.

SM System Development - New Well Development

Smith and Searles farms condemnation is adjourned for 30 days giving the Ag Board time to review the documentation. Both properties are on hold until the Ag Board makes their determination. Scheffler well testing has to be done and a determination on where best to locate the well house.

Water System Model & Storage

Need to upgrade pumps at Naughtright Booster station and add better pieces of pipe to three areas prior to taking High Ridge offline for repairs in order to maintain adequate water supply to include fire requirements.

Once High Ridge is online, need to convince DEP that pump storage would fulfill adequate fire requirements and would be more acceptable than adding more storage. Additional storage could cause stale water due to amount of water storage necessary.

The engineer is getting the pricing together for both these phases.

Combe Fill South Water Main Extension

DEP is paying for the minimum requirements of the project. If Chester wants any upgrades, they will have to pay for it. The DEP did not commit to any increase in water allocation due to only 11 homes being added. The MUA will ask for help in consideration of the MUA's help in this situation.

Employees Association

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J Waller to set up a date for members of the Employee Association to meet with members of the MUA Board.

Closed Session

RESOLUTION CLOSED SESSION
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No.10- 02-A

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Smith Litigation 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: February 3, 2010

Motion made by Mr. Strawn, and seconded by Mr. Cullen, to go into Closed Session at 10:18 pm to discuss the Smith Litigation. Motion was carried by the following vote.

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

Closed Session adjourned at 10:50 pm

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

Meeting adjourned: 10:51 p.m.

Respectfully submitted,
E. Jill Waller, Secretary