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**WASHINGTON TOWNSHIP MUA**

May 5, 2010

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:33 p.m. on May 5, 2010.

Adequate notice of this meeting of the W.T.M.U.A. was given to the Observer Tribune and the Hunterdon County Democrat on March 4, 2010. Notice was also posted on the Municipal Building Bulletin Board.

Members Present:	Messrs. Akin, Strawn, Napolitano
Alt. Members Present:	Messrs. None
Members Absent:	Messrs. Cullen
Alt. Members Absent:	Messrs. Kramer, Popper
Township Liaison Present:	Messrs.
Township Liaison Absent:	Messrs. Harmon

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

APPROVAL OF MEETING MINUTES - APRIL 7, 2010 REGULAR MEETING

The approval of these minutes was carried to the next meeting

PAYMENT OF BILLS – 4/1/10 – 4/30/10 - CHECK REGISTER

Motion was made by Mr. Strawn , and seconded by Mr. Napolitano, 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, Napolitano
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	None

# WASHINGTON TOWNSHIP MUA

May 5, 2010

11:53 AM

04/28/10

Accrual Basis

## Washington Township MUA Monthly Checkbook Register April 2010

Date	Num	Name	Memo	Amount	Balance
<b>Apr 10</b>					
04/06/2010	eft09...	PERS Health Div of Pe...	92-1683-0 Health Benefits	-8,207.41	-8,207.41
04/06/2010	20572	Post Office	3 rolls stamps and billing postage	-350.33	-8,557.74
04/06/2010	20573	Northern Tool & Equipm...	acc #7003-7039-2018-5361	-25.00	-8,582.74
04/06/2010	20574	Home Depot	6035322500434638	-416.42	-8,999.16
04/07/2010	20575	UPS		-45.76	-9,044.92
04/07/2010	20576	NJ - PWT	EIN #22-2216110	-461.44	-9,506.36
04/08/2010			monthly bond transfer	147,219.75	137,713.39
04/09/2010	20577	Accurate Pest Control, L...	feb pest control	-62.00	137,651.39
04/09/2010	20578	Amerigas - Chester 7500	acc #7500028602-winy tank rental <b>local limits</b>	-93.00	137,558.39
04/09/2010	20579	Aqua Pro-Tech Laborat...	<b>headworks analysis --&gt;</b>	-1,488.75	136,069.64
04/09/2010	20580	AT&T		-71.18	135,998.46
04/09/2010	20581	Ceridian	cust #115204 - february payroll service	-76.00	135,922.46
04/09/2010	20582	Clarks Cleaning	Cleaning Service <b>Engineering Serv -\$17,625</b>	-495.20	135,427.26
04/09/2010	20583	D.J. Egarian & Associat...	February engineering services <b>Capital Budget--&gt;</b>	21,102.54	114,324.72
04/09/2010	20584	Dave Heiner Associates...	Repair and Maintenance parts for wells and ... <b>--&gt;</b>	-9,100.00	105,224.72
04/09/2010	20585	Embarq/CenturyLink	<b>chemical feed pumps and well repair parts</b>	-969.20	104,255.52
04/09/2010	20586	Gregory and Reed, P.C.	Legal Srvcs	-7,955.16	96,300.36
04/09/2010	20587	Hoffmans Supply, Inc.		-160.66	96,139.70
04/09/2010	20588	Hunterdon County Dem...		-87.89	96,071.81
04/09/2010	20589	Hydra Numatic Sales Co.	seal filter elements for springtown PS	-312.70	95,759.11
04/09/2010	20590	InSite Engineering, LLC	141g6 - mapping <b>Maps for Ag Board --&gt;</b>	-3,187.26	92,571.85
04/09/2010	20591	Institute for Professional...	JW Seminar - Implementation of Internal Con...	-99.00	92,472.85
04/09/2010	20592	J & D Sales And Services	WASHTWSP	-340.00	92,132.85
04/09/2010	20593	JCP&L	acc #20 00 00 0009 4 9	-30,563.62	61,569.23
04/09/2010	20594	Jill Waller	expenses	-215.98	61,353.25
04/09/2010	20595	JLM Computers	<b>Comp IT services --&gt;</b>	-1,061.50	60,291.75
04/09/2010	20596	Lee Co.	<b>Curb box repair parts --&gt;</b>	-1,260.40	59,031.35
04/09/2010	20597	Long Valley Service		-309.16	58,722.19
04/09/2010	20598	Lube It All	veh 97	-107.40	58,614.79
04/09/2010	20599	MGL Printing Solutions	ac #W141 <b>printed invoices --&gt;</b>	-1,015.50	57,599.29
04/09/2010	20600	Nisivoccia & Company	2009 auditing services - balance due	-11,570.00	46,029.29
04/09/2010	20601	North East Scientific		-505.58	45,523.71
04/09/2010	20602	One Call Systems, Inc.	75503	-11.30	45,512.41
04/09/2010	20603	Passaic Valley Sewerag...	2/16-3/11/10 sludge disposal	-4,240.00	41,272.41
04/09/2010	eft09...	PERS Div of Pens & Be...	32560 <b>MUA Pension Contribution --&gt;</b>	-35,420.00	5,852.41
04/09/2010	20604	Petty Cash	Reimburst Petty Cash <b>LVSTP &amp; LV Pump</b>	-207.71	5,644.70
04/09/2010	20605	Pumping Services, Inc.	<b>Station pump repair --&gt;</b>	-2,458.80	3,185.90
04/09/2010	20606	QC Inc.	C00154	-595.00	2,590.90
04/09/2010	20607	Robert W. Alpaugh & S...		-535.00	2,055.90
04/09/2010	20608	Samuel Stothoff Co. Inc.	WTMUA1 <b>Install new well meters --&gt;</b>	-1,920.00	135.90
04/09/2010	20609	Simmons Transport, Inc.	feb 2010 trailer rental lv02	-1,400.00	-1,264.10
04/09/2010	20610	Sprint Long Distance	acc #926520041	-119.36	-1,383.46
04/09/2010	20611	Staples - NJ contract	acc #NYC 1054437	-57.93	-1,441.39
04/09/2010	20612	Taylor Oil Co.	01-0063365	-4,017.18	-5,458.57
04/09/2010	20613	Toby Barkman	<b>Curb box repair --&gt;</b>	-2,337.78	-7,796.35
04/09/2010	20614	Tynan's Service Center ...	veh 92 - plow pump	-185.00	-7,981.35
04/09/2010	20615	Unique Image Corp.	toner and disposal bottles	-195.00	-8,176.35
04/09/2010	20616	Valley Cleaners		-167.95	-8,344.30
04/09/2010	20617	Verizon/Bell		-136.60	-8,480.90
04/09/2010	20618	Waste Management of ...	100-0059416-0836-5	-565.68	-9,046.58
04/14/2010			payroll funding for 4/16/10	-21,381.74	-30,428.32
04/19/2010	20619	Verizon/Bell	acc @201 z42-3181 999 32y	-143.98	-30,572.30
04/20/2010	20620	Staples		-32.97	-30,605.27
04/20/2010	eft16...	*Capital Funds Transfer	egarian 55.13	5,262.50	-25,342.77
04/20/2010	eft16...	*Capital Funds Transfer	egarian 57.25	4,787.50	-20,555.27
04/20/2010	eft16...	*Capital Funds Transfer	egarian 154a	5,900.00	-14,655.27
04/20/2010	eft16...	*Capital Funds Transfer	egarian 146b	412.50	-14,242.77
04/20/2010	eft16...	*Capital Funds Transfer	egarian 146a	412.50	-13,830.27
04/20/2010	eft16...	*Capital Funds Transfer	egarian c108	850.00	-12,980.27
04/20/2010	eft16...	*Capital Funds Transfer	gregory & reed 141g	2,107.45	-10,872.82
04/20/2010	eft16...	*Capital Funds Transfer	insite c141g	3,187.26	-7,685.56
04/20/2010	eft16...	*Capital Funds Transfer	samuel stothoff 158	1,920.00	-5,765.56
04/20/2010	20621	Elizabethtown Gas 0711	6839340711	-43.19	-5,808.75
04/20/2010	20622	Elizabethtown Gas 2661	4292272661	-17.33	-5,826.08
04/20/2010	20623	Elizabethtown Gas 302...	3023945621	-634.18	-6,460.26
04/20/2010	20624	Elizabethtown Gas 530...	5305345621	-86.65	-6,546.91
04/20/2010	20625	Elizabethtown Gas 6291	4540016291	-19.82	-6,566.73
04/20/2010	20626	Elizabethtown Gas 6641	0371846641	-242.29	-6,809.02

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May 5, 2010

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11:53 AM

04/28/10

Accrual Basis

**Washington Township MUA  
Monthly Checkbook Register  
April 2010**

Date	Num	Name	Memo	Amount	Balance
04/20/2010	20627	Elizabethtown Gas 9641	0150129641	-83.02	-6,892.04
04/20/2010	20628	Elizabethtown Gas 971...	9715445621	-97.61	-6,989.65
04/23/2010		Washington Township ...	refund from escrow account for road opening...	7.50	-6,982.15
04/28/2010			4/30/10 payroll funding	-22,427.81	-29,409.96
Apr 10				<u>-29,409.96</u>	<u>-29,409.96</u>

**BILLING ADJUSTMENTS - MARCH 2010**

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, that the Billing Adjustments for March 2010 be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Napolitano  
NAYS: Messrs.: None  
ABSTAIN: Messrs.: None

Start Batch: 004646

Washington Township Municipal Utilities Auth.

Printed: 04/21/10 9:43 AM

End Batch: 004732

Trial Balance for the Period - 03/01/10 - 03/31/10

Page 1 of 1

<b>Total Outstanding Balance - Start of Business on 03/01/10 :</b>	<b>297,123.29</b>
<b>Total Amount Billed :</b>	<b>267,251.89</b>
<b>Total Payments Received :</b>	<b>-326,249.18</b>
<b>Payments-Principal :</b>	<b>-322,746.08</b>
<b>Payments-Interest :</b>	<b>-3,503.10</b>
<b>Total Adjustments :</b>	<b>-13,931.64</b>
<b>RETURNED PAYMENTS ONLY (Bad Checks, etc.)</b>	
<b>Principal:</b>	<b>1,921.78</b>
<b>Miscellaneous:</b>	<b>20.00</b>
<b>Interest:</b>	<b>80.36</b>
<b>Total:</b>	<b>2,022.14</b>
<b>Total Outstanding Balance - Close of Business on 03/31/10 :</b>	<b>224,194.36</b>

**OPEN TO THE PUBLIC - 7:36 PM**

**ZION CHURCH**

The Church is ready to go for construction permits and have a few items to resolve with the MUA.

- Mr. Costic will request the architect to deepen the foundation by one block. That request is the remaining item required for MUA agreement. The request should be sent out no later than the end of the week. Mr. Costic will also contact the WT Planning Board regarding the decision.
- The MUA and Zion Church agreed to change the Easement Agreement to reflect that any MUA repairs that require the new driveway to be dug up will be shared 50% / 50% between the MUA and Zion. The restoration will be for only the area that was disturbed. The old driveway will remain 100% MUA responsibility if dug up for MUA pipe repairs. The brick sidewalks and patios will remain 100% Zion responsibility. The Attorney will revise the agreement and distribute. The documentation on who paid for the original driveway will be provided to the MUA by Zion Church.
- Zion Church has asked the MUA to keep the EDU's being charged for the addition to remain at 4 EDU's.

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## WASHINGTON TOWNSHIP MUA

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They site that St. Marks is being charged 4 EDU's with three times the meeting area and sanctuary and three times the congregation. Also, based on their assumption that the High School is metering their usage, they will be willing to meter to avoid the higher EDU's. The MUA advised that the High School is not billed on metered usage for sewer. The DEP allowed the High School to base a septic system based on metered flow of water. This was carried over as part of the development of the EDU's. The Church is willing to use water flow as a basis. The MUA consistently does not use flow for developing EDU's to treat everyone equally. According to Zion's understanding of the High School Sewer Agreement, the High School has the option of being billed on metered usage or EDU's. The MUA will look into this further. Zion will provide a copy of the Agreement to the MUA. The Nursery School will not be moved into the new building. The option to disconnect the building that will be changed to storage can be done after construction since this will be a temporary office during construction. The MUA will review and make a determination.

### FAIRMOUNT CHURCH

The Church is adding a bathroom in the Sanctuary. They are requesting a waiver of the connection fee per the original 1993 Tewksbury Sewer Connection Agreement. A copy of the Agreement was provided and the MUA will review and advise findings.

### SM WATER

Water restrictions have been approved and will begin May 15<sup>th</sup>.

An Ag Board Hearing, scheduled for 5/10/10 at 6:30 pm to inform the public that the MUA is looking to put a well on a local farm, and the Ag Board feels that this is detrimental to the farm land. The MUA will be providing the public with information on why the well is needed. This is more of an advisory meeting and should have no impact on the MUA plans to move ahead with the well. One of the Ag Board's concerns is that several acres will need to be taken for well head protection. Mr. Costic and Mr. Gregory attended a meeting with the DEP that advised that the only requirement is 50 feet surrounding the well.

The MUA is contesting the DEP rescinding of the MUA well permit for the Smith property. The MUA attorney feels that we have a legal right to the well on the property due to the Declaration of Taking for the Condemnation and is filing a response.

### VALLEY VIEW CHURCH

A representative of the Church would like an update on the WMP approval in order to go ahead with the WT Planning Board process. The MUA needs to coordinate with an outside resource to finalize the needs for the DPW. There remains a month to two weeks worth of work to provide the DPW response. Valley View Church has a fall back with a septic design but will need to make a determination soon on either the septic or sewer hook up. The MUA suggested that The Church go to the WT Planning Board and request to move ahead with construction advising that there are two viable options for wastewater removal.

### DEP EDU CALCULATIONS

An engineer asked for advice on calculating EDU's for a restaurant facility that he is currently working with. It was agreed that this would be discussed during business hours.

### CLOSED TO THE PUBLIC AT 8:46 PM

### JIF EPL PROGRAM

This topic was tabled until the next meeting.

### 2009 AUDIT REPORT

Board Members were requested to review the Audit and prepare to vote on the Resolution next meeting.

**SCHOOLEY’S MOUNTAIN WTP FILTER BLDG ROOF REPAIR**

**RESOLUTION  
AWARD OF CONTRACT  
Schooley’s Mountain WTP Filter Building Roof Repair**

No. 10-04-C

**WHEREAS**, the Washington Township Municipal Utilities Authority (Authority) solicited and obtained quote for the repair of a portion of the Schooley's Mountain WTP Filter Building Roof which has been leaking; and,

**WHEREAS**, of the four (4) quotes ranging from \$6,571.40 to \$9,450.00, the lowest quote being that of **Kowalski Roofing**, 381 Lakeshore Dr, Brick, NJ; and,

**WHEREAS**, **Kowalski Roofing** has been awarded a contract for Statewide Roof Repairs under contract number 68081 by the new Jersey Department of Treasury, Division of Purchase and Property, thereby establishing it’s qualifications for such work; and,

**WHEREAS**, sufficient funds are available for the payment of this Contract; and,

**WHEREAS**, said quote is acceptable to the MUA.

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

(1) The Executive Director of the Authority shall be authorized to sign a Purchase Order with **Kowalski Roofing** in the amount of \$6,571.40 for the repair of a portion of the Schooley's Mountain WTP Filter Building Roof accordance with the aforesaid quote and upon receipt and approval of all mandatory forms (e.g.- Bonds, Insurance and the like).

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

**INTRODUCED AND PASSED:** April 19, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, that Resolution No. 10-04-C for SMWTP Roof Repair be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Napolitano  
NAYS: Messrs.: None  
ABSTAIN: Messrs.: None

**LAWN & LANDSCAPE MTN WTMUA SEWAGE & WATER FACILITIES CONTRACT AC17-10**

**RESOLUTION  
Award of Contract AC17-10  
Lawn and Landscape Maintenance  
WTMUA Sewage and Water Facilities**

No. 10-05-C

**WHEREAS**, on April 23, 2010the Washington Township Municipal Utilities Authority (Authority) opened bids for **Contract AC17-10 Lawn and Landscape Maintenance, WTMUA Sewage and Water Facilities**; and,

**WHEREAS**, the one (1) bid was received for work included in Contract AC17-10 was that of **Beaumont Landscaping Inc.** of Flanders, NJ; and,

**WHEREAS**, the Executive Director has reviewed the bid of **Beaumont Landscaping Inc.** and found it to be in compliance with the requirements of the Contract Documents; and,

**WHEREAS**, the bid amounts for the individual items are the same as amounts from the 2009 Contract AC17 thereby being acceptable for the sole bid; and,

**WHEREAS**, said bid, as extended for the estimated number of lawn maintenance sessions anticipated for the year, was in the amount of \$9,690; and,

**WHEREAS**, sufficient funds are available for the payment of this Contract; and,

**WHEREAS**, said bid is acceptable to the MUA.

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

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**WASHINGTON TOWNSHIP MUA**

May 5, 2010

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that:

(1) The Chairman, or, in his absence, the Vice-Chairman, of the Authority shall be authorized to sign a contract with **Beaumont Landscaping Inc.** for **Contract AC17-10 Lawn and Landscape Maintenance, WTMUA Sewage and Water Facilities** in accordance with the aforesaid bid and upon receipt and approval of all mandatory Contract forms (e.g. - Insurance and the like). The form of the contract to be approved by the Authority's attorney.

(2) The Executive Director is authorized to issue a Notice of Award to **Beaumont Landscaping Inc.**

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

**INTRODUCED AND PASSED:** May 5, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, that Resolution No. 10-05-C for Lawn and Landscape Maintenance be approved as presented. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Napolitano

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

NEW WELLS

There is a Public Ag Board Meeting Monday night 6:30pm.

CLIFFSIDE PARK MEETING

This topic has been tabled until next meeting.

CLOSED SESSION AT 9:00 PM

<b>RESOLUTION CLOSED SESSION</b>
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**No. 10-05-A**

**WHEREAS**, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Litigation and Personnel 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 aforestated matter will be discussed.

**INTRODUCED AND PASSED:** May 5, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, to go into Closed Session to discuss Litigation and personnel. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Napolitano

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Out of Closed Session: 10:00 PM

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**WASHINGTON TOWNSHIP MUA**

May 5, 2010

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Motion was made by Mr. Strawn, and seconded by Mr. Napolitano to adjourn the meeting.

AYES: Messrs: Akin, Strawn, Napolitano

NAYS: None

ABSTAIN: None

Meeting Adjourned: 10:00 pm

Respectfully submitted,

E. Jill Waller  
Secretary