
WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
August 4, 2010

The Regular Meeting of the W.T.M.U.A. was called to order at 7:32 p.m. on August 4, 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 February 17th, 2010. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Akin, Strawn, Napolitano*, Cullen, Peters
Alt. Members Present: Messrs. Kramer**, Popper***
Members Absent: Messrs.
Alt. Members Absent: Messrs.
Township Liaison Present: Messrs.
Township Liaison Absent: Messrs. Harmon
Staff Members Present: Temporary E.D. Fletcher Platt, Secretary Waller, Attorney Gregory

* In at 7:34 PM

** In at 8:00 PM

*** In at 7:43 PM

Payment of Bills - 7/1/10-7/30/10 -Check Register

The D.J. Egarian Engineering invoices will be reviewed in more detail. Additionally, the excavation contract will need to be re-bid.

Motion was made by Mr. Strawn, and seconded by Mr. Peters, 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, Napolitano, Popper

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

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3:57 PM

07/30/10

Accrual Basis

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

Date	Num	Name	Memo	Amount	Balance
Jul 10					
07/06/2010	20748	Paul J. Costic	postage for consumer confidence rept	-1,150.16	-1,150.16
07/07/2010	eft18...	PERS Health Div of Pe...	92-1683-0 Health Benefits	-8,207.41	-9,357.57
07/07/2010			7/9/10 payroll funding	-20,908.35	-30,265.92
07/07/2010			monthly bond transfer	153,929.58	123,663.66
07/09/2010	20749	Accurate Pest Control, I...	May 2010 pest services	-62.00	123,601.66
07/09/2010	20750	Accurate Waste Removal	May sludge removal	-1,972.80	121,628.86
07/09/2010	20751	AT&T Mobility	05369412-001-42	-200.87	121,427.99
07/09/2010	20752	Beaumont Landscaping...	May lawn mowing	-997.50	120,430.49
07/09/2010	20753	Brown & Brown of NJ, I...	pol #B174105 - road opening bond	-150.00	120,280.49
07/09/2010	20754	Buckman's Inc.	caustic soda chemicals-caustic soda-->	-3,864.75	116,415.74
07/09/2010	20755	Central Poly	paper towels	-57.56	116,358.18
07/09/2010	20756	Ceridian		-191.59	116,166.59
07/09/2010	20757	Clarks Cleaning	Cleaning Service	-572.50	115,594.09
07/09/2010	20758	Coyne Chemical	WASH46	-983.28	114,610.81
07/09/2010	20759	Culligan	741227	-14.49	114,596.32
07/09/2010	20760	D.J. Egarian & Associat...	may 2010 engineering services	-26,826.05	87,770.27
07/09/2010	20761	Elizabethtown Gas 0711	6839340711	-8.00	87,762.27
07/09/2010	20762	Elizabethtown Gas 2661	4292272661	-17.33	87,744.94
07/09/2010	20763	Elizabethtown Gas 302...	3023945621	-178.74	87,566.20
07/09/2010	20764	Elizabethtown Gas 530...	5305345621	-16.15	87,550.05
07/09/2010	20765	Elizabethtown Gas 6291	4540016291	-20.98	87,529.07
07/09/2010	20766	Elizabethtown Gas 6641	0371846641	-47.51	87,481.56
07/09/2010	20767	Elizabethtown Gas 9641	0150129641	-34.32	87,447.24
07/09/2010	20768	Elizabethtown Gas 971...	9715445621	-16.15	87,431.09
07/09/2010	20769	Embarq/CenturyLink	acc #1010158960	-113.86	87,317.23
07/09/2010	20770	Envirolutions LLC	repair parts for motive pump LVSTP	-476.60	86,840.63
07/09/2010	20771	Ferraro Construction Co...	VOID: Geological work & air	0.00	86,840.63
07/09/2010	20772	Geoscience Services	Prfssnl Srvc	-3,544.96	83,295.67
07/09/2010	20773	Hackettstown Supply Co.	1196 photo for Cliffside park-->	-41.29	83,254.38
07/09/2010	20774	Home Depot	6035322500434638	-971.87	82,282.51
07/09/2010	20775	InSite Engineering, LLC	April & May GIS mapping c141g6 new wells-->	-2,200.00	80,082.51
07/09/2010	20776	JCP&L		-25,541.45	54,541.06
07/09/2010	20777	JIF	second installment for business insurance	-22,741.45	31,799.61
07/09/2010	20778	JLM Computers		-190.00	31,609.61
07/09/2010	20779	NJ - PWT	EIN #22-2216110	-590.60	31,019.01
07/09/2010	20780	NJ Water Supply Author...	4/1/10-6/30/10 fees	-872.62	30,146.39
07/09/2010	20781	North East Scientific	acc #7003-7039-2018-5361	-366.19	29,780.20
07/09/2010	20782	Office Direct Inc.		-601.92	29,178.28
07/09/2010	20783	One Call Concepts	acc #12-WA2 annual inspection & repair of	-85.97	29,092.31
07/09/2010	20784	Performance Plus	generator at SM & LV07-->	-1,572.55	27,519.76
07/09/2010	20785	Pete Kaltsas	Pete - boots	-34.00	27,485.76
07/09/2010	20786	Post Office	8/1/10-7/31/10 post office box fee	-44.00	27,441.76
07/09/2010	20787	QC Inc.	C00154 Camp Wash	-405.00	27,036.76
07/09/2010	20788	Simmons Transport, Inc.	May 2010 trailer rental	-1,550.00	25,486.76
07/09/2010	20789	Staples - NJ contract		-273.00	25,213.76
07/09/2010	20790	Stephan Farm Supply	jeff - long sleeve shirtsmult manhole & curb box repairs;	-100.00	25,113.76
07/09/2010	20791	Straco III Auto Parts	W300 grading springtown pump station; valve	-479.16	24,634.60
07/09/2010	20792	Taylor Oil Co.	01-0063365 work at SM17; sewer line repair;	-297.89	24,336.71
07/09/2010	20793	Toby Barkman	\$823.15-6 mo fence rental at Spring-->	-21,991.78	2,344.93
07/09/2010	20794	U.S. Bank 1996A Trst L...	bond administrative fee - 1996	-7,327.50	-4,982.57
07/09/2010	20795	UPS		-58.49	-5,041.06
07/09/2010	20796	Valley Cleaners		-218.95	-5,260.01
07/09/2010	20797	Verizon/Bell		-135.57	-5,395.58
07/09/2010	20798	Washington Township ...	77 Ann Rd. Road Opening	-400.00	-5,795.58
07/09/2010	20799	Waste Management of ...	100-0059416-0836-5	-565.62	-6,361.20
07/09/2010	20800	Tree King, Inc.	winay pump station tree work	-325.00	-6,686.20
07/09/2010	20801	Ferraro Construction Co...	Sunoco & OFR PRV -->	-2,700.00	-9,386.20
07/09/2010	eft53...	*Capital Funds Transfer	toby barkman c159c	1,974.84	-7,411.36
07/21/2010			7/23/10 payroll funding	-21,946.14	-29,357.50
07/21/2010	eft12...	NJ - NJ-927		-263.27	-29,620.77
07/23/2010	20802	PERS Div of Pens & Be...	32560	-25.00	-29,645.77
07/23/2010	eft 57...	*Capital Funds Transfer	nj treasurer c108	1,125.00	-28,520.77
07/23/2010	eft41...	*Capital Funds Transfer	insite c141g	2,200.00	-26,320.77
07/23/2010	eft41...	*Capital Funds Transfer	dj egarian c108	19,980.75	-6,340.02
07/23/2010	eft41...	*Capital Funds Transfer	dj egarian c146c	2,600.00	-3,740.02
07/23/2010	eft41...	*Capital Funds Transfer	dj egarian c141g	2,462.50	-1,277.52
07/23/2010	eft41...	*Capital Funds Transfer	dj egarian c146b	787.50	-490.02
07/26/2010	20803	Staples	acc #7972 8200 0432 6617	-71.98	-562.00
Jul 10				-562.00	-562.00

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OPEN TO THE PUBLIC – 7:38 pm

ZION CHURCH

A representative of the Church expressed concern over language in the Easement Agreement regarding the 50% cost of repair of the driveway which is viewed as too board. It was agreed to change the wording to “to one half of the cost of restoration, plus all related expenses”.

WMP

A meeting will be held on August 12th, 2010 with the Highlands Committee to discuss items that have been delayed such as Bartley and Valley View Church .

CLOSED TO THE PUBLIC – 7:50 pm

TEMPORARY EXECUTIVE DIRECTOR

RESOLUTION APPOINTING ACTING EXECUTIVE DIRECTOR
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No. 10-08-H

WHEREAS, the Executive Director Washington Township Municipal Utilities Authority (“Authority”) tendered his resignation on or about July 9, 2010; and

WHEREAS, the Authority is currently in the process of searching for a new Executive Director; and

WHEREAS, it is in the interest of the Authority to appoint Fletcher N. Platt Jr., P.E. P.P. as the Acting Executive Director pending the appointment of the new Executive Director; and

WHEREAS, pursuant to authorization granted by the Authority, Sam Akin, Chairman hired Mr. Platt as temporary Executive Director beginning on or about July 28, 2010 up to and through August 4, 2010.

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 4th day of August 2010 as follows:

1. Upon the terms and conditions set forth on Exhibit A attached hereto, Fletcher N. Platt Jr., P.E. P.P. is hereby appointed as the acting Executive Director of the Washington Township Municipal Utilities Authority.
2. This resolution shall take effect according to law.

INTRODUCED AND PASSED: August 4, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Popper, to appoint Fletcher Platt as Temporary Executive Director. Motion was carried by the following vote:

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

RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER
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No. 10-08-B

WHEREAS, all public agencies that award contracts are required to comply with N.J.S.A. 10:5-31 et seq. (Administering Equal Employment Opportunity in Public Contracts) and its implementing

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regulations at N.J.A.C. 17:27-1.1 et seq. (Equal Employment Opportunity and Affirmative Action Rules); and

WHEREAS, in accordance with N.J.A.C. 17:27-3.2, the Washington Township Municipal Utilities Authority ("Authority") must designate a Public Agency Compliance Officer as the person responsible for implementing the conditions of these regulations on behalf of the Authority.

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 4th day of August 2010 as follows:

1. Fletcher Platt, WTMUA Executive Director, is hereby designated as the Public Agency Compliance Officer.
2. This resolution shall take effect immediately according to law.

INTRODUCED AND PASSED: August 4, 2010

RESOLUTION Authorization of Bills Exception
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No. 10-08-C

WHEREAS, the Washington Township Municipal Utilities Authority requires goods and services, and commitment for payment for such goods and services at various times during any given month; and,

WHEREAS, it is to the benefit of the Authority to secure the goods and services on a timely basis, and thereby committing payment for such goods and services, in order to maintain the operations of the Authority.

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

- (1) The Executive Director is authorized to commit the Authority's financial resources for certain goods and services prior to review by the MUA Committee except hiring decisions which shall not be made without MUA Board approval.
- (2) To qualify authorization of funds prior to Committee review, vouchers for such goods and services shall be:
 - * Less than \$5,000 in the aggregate, and in accordance with applicable law, or
 - * Covered by a contract previously approved by the Committee, or
 - * For goods or services received from regulated utilities (e.g. - Electricity or Telephone) and required in the ongoing operation of the sewer and water systems.

INTRODUCED AND PASSED: August 4, 2010

RESOLUTION Payment of Bills Exception
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No. 10-08-D

WHEREAS, the Washington Township Municipal Utilities Authority receives goods and services, and invoices for such goods and services at various times during any given month; and,

WHEREAS, it is to the benefit of the Authority to make payments for goods and services on a timely basis to retain good relations with vendor, avoid interest amounts on overdue payments, and to take advantage of discounts.

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NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, that the Executive Secretary is authorized to make payments for certain goods and services, with voucher approval from the Executive Director or MUA Chairman and authorized staff, prior to review by the MUA Committee.
INTRODUCED AND PASSED: August 4, 2010

RESOLUTION

APPOINTING COMMISSIONER FOR THE
NEW JERSEY UTILITIES AUTHORITIES JOINT INSURANCE FUND

No. 10-08-F

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

WHEREAS, the bylaws of said Fund require that each member of the Fund is required to appoint a Fund Commissioner to represent the member concerning matters undertaken by the Fund.

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 4th day of August, 2010 as follows:

1. The WTMUA does hereby appoint E. Jill Waller, WTMUA Executive Secretary, as Fund Commissioner to the New Jersey Utilities Authorities Joint Insurance Fund.
2. The Secretary is directed to forward copies of this resolution to the New Jersey Utilities Authorities Joint Insurance Fund.

INTRODUCED AND PASSED: August 4, 2010

RESOLUTION

APPOINTING OFFICIAL FOR GOVCONNECT

No. 10-08-G

WHEREAS, the State of New Jersey has developed an Internet site, known as GovConnect, to facilitate interaction and the exchange of information between and among State government and local authorities;

WHEREAS, in order to participate in GovConnect, the Washington Township Municipal Utilities Authority ("Authority") must designate an Authority Official as the person responsible for accessing the GovConnect system and receiving email on behalf of the Authority.

NOW, THEREFORE BE IT RESOLVED, by the Washington Township Municipal Utilities Authority in the County of Morris and in the State of New Jersey as follows:

1. E. Jill Waller, WTMUA Executive Secretary, is hereby designated as the District Official to be enrolled in the GovConnect program.
2. Upon enrollment, the designated Authority Official agrees to accept and uphold GovConnect usage policies on behalf of the Authority.
3. This resolution shall take effect immediately according to law.

INTRODUCED AND PASSED: August 4, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve resolution 10-08-B, C, D, F, G. Motion was carried by the following vote:

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

CLIFFSIDE PARK ASSOCIATES

It has been agreed to table this project until a permanent Executive Director can be hired. If anything comes up requiring an immediate response, the Board will be notified. Cliffside Park continues to make progress on their end.

COMBE FILL SOUTH (CFS)

Pre-contract expense reimbursement is being reviewed by the EPA. Prior to any contract reviews, this item needs to be resolved. A proposal was made to hook in more homes along the new line to address the flushing that will be required to avoid stale water.

DIRECTOR'S REPORT

The Grove Street Booster DEP submission has been found to be administratively complete. The next steps will be to replace the tanker truck with tanks to go into the reservoir.

An AEA Commissioner's Handbook CD was distributed to all members.

F. Platt advised that his priority issues are the Association Agreement, Capital improvements for SMSTP, The Grove Street Booster Station and taking the High Ridge tank off-line for repair.

EXECUTIVE DIRECTOR SEARCH

Resumes that are received will be screened by Dean Strawn with input from F. Platt as requested. A CD was distributed outlining the responsibilities and requirements of the position to be filled.

CLOSED SESSION AT 8:36 PM

RESOLUTION

CLOSED SESSION

No. 10-08-A

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Litigation, Personnel and Contract Negotiations 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: August 4, 2010

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Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve resolution 10-08-A to go into Closed Session. Motion was carried by the following vote:

AYES: Messrs: Akin, Strawn, Napolitano, Cullen, Peters, Kramer,

Popper

NAYS: None

ABSTAIN: None

OUT OF CLOSED SESSION: 9:31PM

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

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

NAYS: None

ABSTAIN: None

Meeting Adjourned: 9:31 pm Respectfully Submitted, E. Jill Waller, Secretary