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**WASHINGTON TOWNSHIP MUA**

**Regular Meeting**

October 18, 2010

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:35 p.m. on October 18, 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\*, Cullen, Peters  
Alt. Members Present: Messrs. Kramer  
Members Absent: Messrs. Napolitano  
Alt. Members Absent: Messrs. Popper  
Township Liaison Present: Messrs.  
Township Liaison Absent: Messrs. Harmon  
Staff Members Present: Executive Director (E.D.) Platt, Secretary Waller, Attorney Gregory

\*arrived at 8:03 p.m. and left at 9:10 p.m.

**CLOSED SESSION AT 7:40PM**

<p><b>RESOLUTION CLOSED SESSION</b></p>
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No. 10-10-B

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 aforestated matter will be discussed.

INTRODUCED AND PASSED: October 18, 2010

Motion was made by Mr. Cullen, and seconded by Mr. Peters, to go into Closed Session to discuss Litigation and Personnel matters. Motion was carried by the following vote:

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

**OUT OF CLOSED – 8:20 PM**

**DIRECTOR'S REPORT**

- Advised that B. Collins unexpectedly passed away last week.
- Weekend before last, there were two incidents within the system. There was a water main break on Pickle Road towards Tewksbury. All required procedures for DEP were met. Everything was handled perfectly. On Schooley's Mountain, there was a sewer backup located in the return line to the treatment plant. Blockage was noticed, contractor was called and the situation was solved. The blockage was in a location that had just been cleaned. This area will need to be re-addressed. With both situations, the Duty Man was on top of everything. At start of business on Monday, the operators followed up with DEP.

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#### MEETINGS

The November 3<sup>rd</sup> meeting will be cancelled and a new meeting scheduled for November 10<sup>th</sup>. Additionally, the November 15<sup>th</sup> meeting will be cancelled and a new meeting scheduled for November 22<sup>nd</sup>.

#### BUDGET REVIEW

2010

- Budget should be introduced by early to mid November at the latest. We have been advised that the budget should be submitted to Trenton by the end of November, but there may be some flexibility with that deadline. Timing is more critical for implementation of rate changes due the time required to introduce the new rates as well as scheduling and advertising for a Rate Hearing.
- The Auditor has advised that DCA policy is to either enter a depreciation number or the actual debt service. The anticipated 2010 budget numbers do not include the depreciation.
- Sewer Operation Budget is expected to be in line with the 2010 budget and in the black. Expect to spend \$55,000 of the original \$345,000 Sewer Capital Budget.
- The Water Operating revenue from the 2010 Budget is expected to come in less than anticipated. This could have been a result of the rate increase in the higher tiers targeted to discourage high water usage has probably worked well. Additionally the public is more educated regarding the need for water restrictions. Water Operating appropriations are expected to exceed the 2010 Budget and result in a deficit rather than the originally budgeted profit. Reduced revenue and increase costs in personnel benefits and the repair/maintenance of water mains and wells are mostly responsible. The budgeted revenue from connection fees will be less than anticipated due to Highlands regulation. The work on Grove Street Booster Station was not budgeted but required by DEP after the budget was finalized. The Water Capital Budget is expected to be less than budgeted. Overall the Water Budget will have a shortfall. This should be offset with the Sewer Budget surplus.

2011

- The Sewer Budget includes a 2% increase in revenues.
- Major Sewer Operating Budget increases will be in administrative wages and health insurance as well as in repairs and maintenance. There is concern that there is not enough budgeted for repair and maintenance of our systems.
- The Capital Sewer Capital Budget does not require any funding from reserves.
- Water Operating Budget reflects a 2% in revenues. Major Water Operating Budget increases are similar to the Sewer Budget. The Water Operating Budget reflects a deficit.
- The Water Capital budget also requires funding from reserves.
- Will review Water Budget to reduce the draw from reserves.

#### NEW WELL SITES

A meeting will be set up by the Mayor with the Searles to discuss the preservation of the well site on their property. The next step for the Scheffler well site will be to get a good water quality test.

#### GROVE STREET PUMP STATION

A reduction of project costs is expected to be achieved by installing a tank above the main reducing the size of the tank and generator. A new design and revised budget should be available shortly.

Motion was made by Mr. Cullen, and seconded by Mr. Kramer, to adjourn the meeting.

AYES: Messrs: Akin, Cullen, Peters, Kramer

NAYS: None

ABSTAIN: None

Meeting Adjourned: 10:00pm

Respectfully submitted,  
E. Jill Waller  
Secretary