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**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
November 22, 2010

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:40 p.m. on November 22, 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 November 4, 2010. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Akin, Strawn\*, Napolitano, Cullen\*\*, Peters  
Alt. Members Present: Messrs.  
Members Absent: Messrs.  
Alt. Members Absent: Messrs. Kramer, Popper  
Township Liaison Present: Messrs. Harmon  
Township Liaison Absent: Messrs.  
Staff Members Present: Executive Director (E.D.) Platt, Secretary Waller, Attorney Gregory

\*arrived at 8:34pm & left at 10:45pm

\*\*left meeting from 10:30–10:47pm

**2011 BUDGET**

Reviewed budget and agreed to accept it as presented.

Phosphorus regulations will require considerable financial resources to comply and may require additional funding help by either raising rates, financing or help from the Township. F. Platt will put together a rough cost analysis. Expect to hear something from DEP by the end of the year or January of 2011. This project has been delayed several times and could be delayed further.

Future capital needs will require financing. F. Platt spoke to MUA's Bonding Council last week and they would be happy to come in to discuss refinancing options for portion of debt that is not through the Wastewater Trust. A good part of current debt is through the Wastewater Trust which set rates by the State.

**NEW WELLS**

Need to improve unaccounted for water percentages to get DEP's approval for the Water Allocation Permit for new wells. The MUA needs to show continued effort. Initial analysis done by F. Platt has already shown a decrease in the percentage.

**CAMP WASHINGTON RESERVOIR**

The inside tank solution came in over budget. An outside tank would be within budget but would not be an ideal choice aesthetically. D. Egarian has advised that we will not need an additional tank on top of the hill. The storage tank has been put on hold and the MAU will proceed with the Grove Street Pumping Station. If the need arises, the tank would be included at a later date.

**2011 RATES**

<b>RESOLUTION</b>
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No. 10-11-A

**WHEREAS**, the Washington Township Municipal Utilities Authority ("Authority") is authorized from time to time to revise its rate schedule of service charges to ensure that the revenues of the Authority will at all times be adequate to pay the expense of operation and maintenance of its utility system; and

**WHEREAS**, the revised rate schedule shall be approved after adequate notice and public hearing; and

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**WHEREAS**, it is in the best interest of the Authority to provide adequate notice and proceed with the public hearing on the revised rate schedule as set forth below.

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

1. That adequate notice be provided and a public hearing be scheduled regarding the following proposed Residential, Commercial, Industrial and Municipal Rate Schedules for water and sewer services:

**III. User Fees**

**A. Water User Fees -**

1. Single Family Homes - Rates shown for Quarterly Billing for each residential unit:

a. Metered

..... GALLONS .....		..... RATES .....	
Base	Less than	Base	Plus <sup>1</sup>
0	7,500	\$55.00	\$0.00
7,500	17,500	55.00	2.52
17,500	27,500	80.19	6.20
27,500	32,500	142.21	6.89
32,500	42,500	176.64	8.26
42,500	52,500	259.26	10.00
52,500	85,000	359.22	13.14
Over	85,000	786.19	16.10

1 - Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

b. Unmetered - \$139.09 per quarter.

2. Apartments, Multi-Family, Commercial, Industrial, Public, & Commercial

Condominium -

a. Metered

..... GALLONS .....		..... RATES .....	
Base	Less than	Base	Plus <sup>1</sup>
0	7,500	\$55.00	\$0.00
7,500	17,500	55.00	2.52
17,500	27,500	80.19	4.59
27,500	32,500	126.09	5.85
32,500	42,500	155.37	5.88
42,500	52,500	214.12	6.36
52,500	85,000	277.77	6.66
Over	85,000	494.24	7.27

1 - Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

b. Unmetered - \$123.80 per quarter.

3. Historical - \$7.65 per quarter.

4. Fire Hydrant Rental -

a. *Annual Charge* - There shall be a charge of \$95.00 per year, payable on January 1st of each year, for each fire hydrant, public or private, connected to the

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Authority's Water Distribution System, regardless of frequency of use or volume of water consumed.

- b. *Temporary Use* - Fire Hydrant permit may be obtained at the WTMUA Office at a cost of \$25.00 for the first week or part thereof and \$20.00 for each subsequent week or part thereof for any use over one week plus \$8.00 per 1,000 gallons or part thereof used. For any use requiring a 3" meter, the fee shall be \$75.00 per week plus \$8.00 per 1,000 gallons or part thereof used in addition to a \$300.00 refundable security deposit.

**B. Sewer User Fees -**

Unit Type	Per Quarter <sup>1</sup>	Per Year
Single Family Homes	\$249.00	\$996.00
Apartments & Multi Family <sup>2</sup>	\$249.00	\$996.00
Commercial, Industrial, Public, Commercial Condominium, Public Education <sup>3</sup>	\$249.00	\$996.00
Public - Unoccupied	This category shall be exempt from annual sewer user fee.	
Historical	\$15.26	\$61.04

1 - All Sewer Users Fees are payable in advance of the quarter in which the service is provided.

2 - For Each Residential Unit.

3 - The quarterly and annual rates show are a base charge which shall be multiplied by the EDU for the facility, plus any surcharge as determined by the WTMUA based on the chemical characteristics of the effluent

**C. <NO CHANGES>**

**D. <NO CHANGES>**

**E. <NO CHANGES>**

**F. Miscellaneous Charges Related to Sewer and Water Service:**

- 1. Real Estate Transfer Fee - There shall be a charge of \$30.00 for any requested reading of a subject water meter pursuant to a tax search request or other request for information pursuant to a real estate title settlement or transfer. This fee will increase to \$50 for any request that provides less than 24 hour notice.

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2. Meter Testing - Upon request of the Owner, the meter shall be removed, tested and reinstalled. No charge shall be made if the meter is found inaccurate by more than 3% and a replacement meter shall be reinstalled. Where applicable, pro-rated adjustments shall be made for past quarterly bills for a period of not to exceed one year. For meters found to be functioning properly, a charge of \$70.00 for Authority personnel to change the meter and arrange for testing plus all direct costs to the Authority plus 15% including, but not limited to, the replacement meter and testing.
3. Meter Repair - Repair of frozen meter or meters damaged by user's negligence: cost (labor & meter) plus 15%.
4. Water Shut-Off:
  - a. *At Owner's Request* - For shutting off water when 24 hours or more notice is given: \$30.00
  - b. *Less Than 24 Hour Notice* - For shutting off water at Owner's request when less than 24 hours notice is given in a non-emergency situation: \$50.00
  - c. *Non-Payment* - For shutting off water for non-payment of bill: \$50.00.
5. Water Turn-On - For turning on water after shut-off: \$30.00.
6. Repairs - For any repairs made by the Authority on the property of a customer in lieu of work being performed by the customer, the customer will be billed, by the Authority, at \$47.00 per hour for Authority personnel directly involved in such repair plus all direct cost incurred by the Authority plus 15%.
7. Backflow Prevention Permit - A Permit is required for all backflow prevention devices required by the Authority's Cross-Connection Control Program. An application fee of \$50.00 shall be due at the time of filing for the initial permit. For labor required for any inspection conducted by the Authority and any reinspection, there will be a charge of \$50.00. There shall be a subsequent annual fee of \$25.00 for each permit which will include one annual inspection. Any other costs incurred by the Authority as part of this program shall be charged at direct cost plus 15%.

**G. Returned Checks Fee (Water & Sewer)**

There shall be a charge of \$30.00 for checks returned to the MUA due to insufficient funds or the like. Such charge shall be imposed each occurrence of a returned item.

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

**INTRODUCED AND PASSED:** November 22, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve the resolution for Water and Sewer Rates. Motion was carried by the following vote:

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

It was agreed that the Rate Hearing would be scheduled for January 5, 2011.

**SHARED SERVICES WITH WASHINGTON TOWNSHIP**

It was agreed to meet separately with J. Harmon to discuss opportunities for shared services opportunities with Washington Township.

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INVOICES FOR PAYMENT OVER \$5,000

Motion was by, Mr. Strawn, and seconded by Mr. Cullen, to approve payment of the 11/04/10 DJ Egarian invoice for \$16,662.50 and the 11/10/10 Gregory and Reed invoice for \$21,937.72. Motion was carried by the following vote:

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

METER READING

The compound meter reading issue has been resolved with the WT DPW for the Harrington Recreation Fields. We have met with Tewksbury Twp. and will be resolving their readings as well. Both accounts have been willing to work with the MUA to come to a resolution.

It has been determined that there was a 4" head on a 2" meter at the Kossman School. This was an error from the manufacturer and the vendor is providing a replacement at no charge. This error created a high reading of the actual quantity of water that was used. This will result in a credit adjustment to the Kossman School account.

AWARDS DINNER

The Awards Dinner will be scheduled for December 11, 2010.

DIRECTOR'S REPORT

- F. Platt met B. Horner from the Board of Education regarding the Kossman School meter issue and the access to the Smith well site. Additional discussion will take place in closed session and W. Cullen will recuse himself from the conversation due to his membership on the School Board.
- F. Platt has been meeting with West Mill Associates on their request to reconsider the sewer EDU's for their multiple properties.
- F. Platt attended the AEA Conference. The EPA has recommended stronger action on sewer overflows resulting in substantial fines and penalties. No changes have been implemented at this time.
- Working with the Highlands Council mapping to meet the needs of DEP. The mapping highlights the service areas only and does not include facilities. D. Egarian will provide a quote for the additional work. The previous vendor that worked on this for P. Costic has been non-responsive.
- F. Platt has identified a company that provides emergency notification to customers when there are problems within the water system in order to comply with groundwater regulations. They will identify missing phone numbers as necessary. The Board advised that there was a program issued three years ago with the WT Police Department for a notification program. F. Platt will look into this further.

CLOSED SESSION – 9:21 PM

<b>RESOLUTION</b> <b>CLOSED SESSION</b>
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No. 10-11-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

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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: November 22, 2010

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

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

OUT OF CLOSED – 10:50PM

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

AYES:	Messrs:	Akin, Napolitano, Cullen, Peters
NAYS:	None	
ABSTAIN:	None	

Meeting Adjourned: 10:50pm

Respectfully submitted,  
E. Jill Waller  
Secretary