

WASHINGTON TOWNSHIP MUA
Regular Meeting
December 20, 2010

The Regular Meeting of the W.T.M.U.A. was called to order at 7:40 p.m. on December 20, 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.
Members Absent: Messrs. Napolitano
Alt. Members Absent: Messrs. Kramer, Popper
Township Liaison Present: Messrs.
Township Liaison Absent: Messrs. Harmon
Staff Members Present: Executive Director (E.D.) Platt, Secretary Waller, Attorney Reed

APPROVAL OF MEETING MINUTES

A motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve July 14, 2010 Emergency Meeting Minutes. Motion was carried to the following vote:

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

BILLING ADJUSTMENTS – October 2010 & November 2010

A motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve the October 2010 and November 2010 Billing Adjustments. Motion was carried to the following vote:

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

PAYMENT OF BILLS 11/1/10-11/30/10

5:09 PM

12/16/10

Accrual Basis

Washington Township MUA
Monthly Checkbook Register
November 2010

Date	Num	Name	Memo	Amount	Balance
Nov 10					
11/02/2010		PNC Bank	MERCHANT FEES	-712.97	-712.97
11/02/2010		PNC Bank	MERCHANT FEES	-52.46	-765.43
11/02/2010		PNC Bank	MERCHANT FEES	-32.61	-798.04
11/03/2010			monthly bond transfer	153,929.58	153,131.54
11/04/2010			W Mill-meters	540.00	153,671.54
11/08/2010	eft 31...	PERS Div of Pens & Be...	32560	-2,685.84	150,985.70
11/09/2010	JE 10...		void check #20272	2,096.50	153,082.20
11/10/2010			11/12/10 payroll funding	-21,351.85	131,730.35
11/17/2010			5284	37.11	131,767.46
11/22/2010	20979	Accurate Pest Control, I...	September pest control	-62.00	131,705.46
11/22/2010	20980	Accurate Waste Removal	September sludge removal services	-3,726.40	127,979.06
11/22/2010	20981	AEA	2010 AEA REGular Member Dues	-200.00	127,779.06
11/22/2010	20982	Air Power Compressor ...		-240.00	127,539.06
11/22/2010	20983	AT&T Mobility	05369412-001-42	-185.06	127,354.00
11/22/2010	20984	Beaumont Landscaping...	September lawn care	-1,400.00	125,954.00
11/22/2010	20985	Buckman's Inc.	chemicals-->	-5,747.26	120,206.74
11/22/2010	20986	Budget Sewer & Drain, I...	LVSTP	-790.00	119,416.74
11/22/2010	20987	Campbell Foundry Com...	Cust.#45511	-98.00	119,318.74
11/22/2010	20988	Century Link-158960	Acct. 1010158960	-54.21	119,264.53
11/22/2010	20989	Ceridian	customer #115204; September payroll services	-125.73	119,138.80
11/22/2010	20990	Clarks Cleaning	Cleaning Service	-572.50	118,566.30
11/22/2010	20991	D.J. Egarian & Associat...	september engineering services	-11,287.50	107,278.80
11/22/2010	20992	DustinHingel	license renewal and late fee	-280.00	106,998.80

WASHINGTON TOWNSHIP MUA
Regular Meeting
December 20, 2010

11/22/2010	20993	Elizabethtown Gas 0711	6839340711	-8.00	106,990.80
11/22/2010	20994	Elizabethtown Gas 2661	4292272661	-16.15	106,974.65
11/22/2010	20995	Elizabethtown Gas 302...	3023945621	-388.20	106,586.45
11/22/2010	20996	Elizabethtown Gas 530...	5305345621	-49.16	106,537.29
11/22/2010	20997	Elizabethtown Gas 6291	4540016291	-18.62	106,518.67
11/22/2010	20998	Elizabethtown Gas 6641	0371846641	-46.69	106,471.98
11/22/2010	20999	Elizabethtown Gas 9641	0150129641	-25.93	106,446.05
11/22/2010	21000	Elizabethtown Gas 971...	9715445621	-16.15	106,429.90
11/22/2010	21001	Fire Fighters Equipment...	5WAS41	-594.50	105,835.40
11/22/2010	21002	Grainger	835911546	-604.34	105,231.06
11/22/2010	21003	Gregory and Reed, P.C.	Legal Svcs	-17,504.07	87,726.99
11/22/2010	21004	Hoffmans Supply, Inc.		-119.43	87,607.56
11/22/2010	21005	JCP&L	October billing	-23,664.29	63,943.27
11/22/2010	21006	Jeff McNeel, Sr.	reimburse for license & late fee payment	-70.00	63,873.27
11/22/2010	21007	JLM Computers	On site labor and August 2010 charges	-617.50	63,255.77
11/22/2010	21008	Lube It All	veh 97	-30.95	63,224.82
11/22/2010	21009	North East Scientific	acc #7003-7039-2018-5361	-19.72	63,205.10
11/22/2010	21010	One Call Concepts	Acct. 12-WA2 - September	-94.89	63,110.21
11/22/2010	21011	Passaic Valley Sewerag...	8/16/10-9/15/10	-3,840.00	59,270.21
11/22/2010	21012	Pete Kaltsas	Pete - boots	-169.98	59,100.23
11/22/2010	21013	Post Office	Deposit Bulk Mailing Acct/Stamps	-388.00	58,712.23
11/22/2010	21014	QC Inc.	C00154	-791.00	57,921.23
11/22/2010	21015	R/T Performance Center	VEH 93 - TIRES	-920.00	57,001.23
11/22/2010	21016	Seidler Chemical Co. Inc.	Customer #WAS-02	-1,782.08	55,219.15
11/22/2010	21017	Simmons Transport, Inc.	Trailer rental 9/1-9/30/10	-1,500.00	53,719.15
11/22/2010	21018	Staples	acc #7972 8200 0432 6617	-59.98	53,659.17
11/22/2010	21019	Stephan Farm Supply	Bob; jeans; boots	\$2,681.70 for	53,336.67
11/22/2010	21020	Toby Barkman		main breaks-->	49,312.70
11/22/2010	21021	USA Bluebook	91874	-241.04	49,071.66
11/22/2010	21022	Verizon/Bell	acc #201 z42-3181 999 32y	-111.48	48,960.18
11/22/2010	21023	Waste Management of ...	100-0059416-0836-5	-565.62	48,394.56
11/22/2010	21080	Technical Components ...	SCADA programing	Balance due from	46,298.06
11/22/2010	3263...	PERS Health Div of Pe...	92-1683-0 Health Benefits	SCADA offset by	38,090.65
11/22/2010	21024	AT&T GO PHONE	VOID (paid from petty cash-at&t will not acce...	voided check -->	38,090.65
11/23/2010			11/26/10 payroll funding	0.00	16,085.13
11/23/2010			b5300	-22,005.52	16,120.39
11/26/2010		PNC Bank	bank interest cd	6.57	16,126.96
11/30/2010		PNC Bank	bank interest	26.28	16,153.24
Nov 10				16,153.24	16,153.24

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, that the payments of bills be approved and authorized by the signature of the proper official. Motion was carried by the following vote:

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

2010 BUDGET ADJUSTMENTS

RESOLUTION
AMEND WTMUA WATER 2010 FISCAL BUDGET

No. 10-12-C

WHEREAS, N.J.A.C. 5:31-2.8 provides that the Director, Division of Local Government Service may approve the amendment of the budget of any Authority when there are increases in budgeted costs with corresponding increases in budgeted revenue; and

WHEREAS, the Washington Township MUA has amendments to the 2010 budget and seeks approval of the Director for said amendments;

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, in the County of Morris and State of New Jersey, hereby request the Director of Local Government Service to approve the amendment to the 2010 budget as follows:

Increase Water Revenues by drawing \$108,853 from Fund Balance

WASHINGTON TOWNSHIP MUA

Regular Meeting

December 20, 2010

Increase Water Appropriations as follows:

	From	To	Difference
Water Administration Wages	121,642	136,680	15,038
Water Administration Fringe Benefits	33,375	44,980	11,605
Water Administration Other Expenses	121,400	144,143	22,743
Water Operating Wages	155,177	164,140	8,963
Water Operating Fringe Benefits	42,575	44,097	1,522
Water Operating Other Expenses	336,400	385,382	48,982
	810,569	919,422	108,853

BE IT FURTHER RESOLVED, two certified copies of this budget amendment shall be transmitted to the Director within 3 days of the adoption of this Resolution.

INTRODUCED AND PASSED: December 20, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, that the Resolution 10-12-C to adjust the Water Budget per DCA requirement. Motion was carried to the following vote:

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

A revised Capital Budget was presented. Motion was made by Mr. Strawn, and Mr. Cullen, that the Capital Budget revisions be approved. Motion was carried to the following vote:

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

EXECUTIVE DIRECTOR – TEMPORARY ED EXTENSION

Motion was made to extend F. Platt’s Temporary Executive Director position to February 2, 2011.

Motion was carried to the following vote:

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

BUSINESS INSURANCE

The MUA’s commitment to the JIF expires January 1, 2012. In October 2011, steps will be taken to get competitive pricing for all MUA insurance needs.

EXCAVATION AND LABORATORY SPECS FOR BIDDING

F. Platt needs to review the excavation specs with J. Gregory. The laboratory testing specification schedules have been drafted and the bid specifications should be available shortly.

VEHICLE PURCHASE

<p>RESOLUTION NEW VEHICLE PURCHASE</p>

No. 10-12-G

WHEREAS, the Washington Township Municipal Utilities Authority requires any individual purchases over \$5,000 to be approved by the Washington Township Municipal Utilities Authority Committee by Resolution; and

WHEREAS, the Washington Township Municipal Utilities Authority has determined that a replacement vehicle needs to be purchased due to age of current vehicle and dependability requirements for meter reading purposes; and

WASHINGTON TOWNSHIP MUA

Regular Meeting

December 20, 2010

WHEREAS, the vehicle cost is \$17,194; and

WHEREAS, the Washington Township Municipal Utilities Authority has budgeted for this purchase in the 2010 approved budget and funds are available; and

WHEREAS, the Washington Township Municipal Utilities Authority is a member of the Morris County Cooperative Pricing Council (MCCPC) and will procure the vehicle through the MCCPC as allowed by N.J.S.A. 40A:11-10; and

NOW, THEREFORE, BE IT RESOLVED by the Executive Director of Washington Township Municipal Utilities Authority is authorized to purchase the aforesaid replacement vehicle at a price not to exceed \$17,194 through the Morris County Co-Op per the attached Morris County Co-Op cost.

BE IT FURTHER RESOLVED, this resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: December 20, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve Resolution 10-12-G, to authorize the purchase of a truck to replace an existing vehicle. Motion was carried to the following vote:

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

It was agreed that old vehicles would be disposed of through the government auction site on line.

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve the purchase of a truck cap for the new vehicle not to exceed \$1,799. Motion was carried to the following vote:

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

DIRECTOR'S REPORT

- F. Platt advised the Board that he has a completely different relationship with J. Gregory and D. Egarian through his other employment at Rockaway Valley Sewage Authority. J. Gregory and D. Egarian represent Whitlock Packaging Corp. which currently sits on the other side of the table from F. Platt in his role at Rockaway Valley. Currently everyone is being very professional, but dealings through the WTMUA may be colored by the situation at Rockaway Valley. There may also be a perception of a conflict. This makes the transition to a new Executive Director more critical. It was agreed that F. Platt will bring any issues with regard to either J. Gregory or D. Egarian directly to the Board.
- The Compliance Inspection Report from DEP was provided. Most of the items have been addressed and there should be a positive outcome to this Report.
- AEA conference provided the following information:
 - The Governor wants to be involved in everything.
 - Government is slow to approve new legislation.
 - Many regulation deadlines are being extended.
 - There is no news on if, or what, changes may be made to the Highlands Council.
 - There is an effort to make extensive changes to the PERS system. Most local agencies are making their contributions. It is only the State that has not continued to make theirs.
 - AEA will oppose the Van Drew Bill which will allow the Mayor to veto actions by the MUA Board.
 - Currently in the process of getting competitive quotes for the work for Well 3 and 18 as required by the NJ Purchasing Laws. There will be no action on the Technical Components quote that was distributed at the last meeting until that is complete.

WASHINGTON TOWNSHIP MUA

Regular Meeting

December 20, 2010

- The Geosciences Services quotations will be discussed at the next meeting when J. Gregory is available.
- Highlands Council has provided sewage system mapping that needs to be reviewed. A water system map has been requested.
- An email was circulated from the Office of Emergency Management (OEM) advising that there is a module available through Morris County for emergency notification. A meeting will be held with all applicable offices to ensure that the program is implemented correctly and everyone notified of the program. The system shortcoming is that it only notifies Verizon and Centurylink landline phones. Possible solution is to add to WTMUA Rules and Regulations that customers need to provide emergency contact information as well as email addresses. Then this information has to be input into our system. A request to confirm contact information can be sent every year with the Water Quality Report. It is unclear if supplemental information can be added to the County system.
- Met with the School Board. A credit is due to Kossman for the meter head issue that over-registered their use.
- USEPA is doing further studies on groundwater contamination in the Old Farmer's Rd., Fairmount Rd. and Parker Rd. areas. Information was provided on the MUA service in that area.
- Grove Street site plans should be completed shortly. Will need to set up a meeting with the Township.
- Mailed seven notices in conjunction with the WT Health Department to advise the residents that they are now permitted to hook into the WT MUA sewer system. The Highlands has advised that any additional requests will have to wait until there is accurate mapping of the system.

GIS MAPPING

GIS mapping has been required by NJDEP going back two years. They will not allow any additional water service connections within the Township until the mapping is provided. The Grove Street project can proceed because it was ordered by the State. The original vendor has been non-responsive. The mapping that was provided by the Highlands Council only provides the properties served, which is one of the five DEP requirements. It does not provide the piping and facilities.

<p>RESOLUTION AUTHORIZING ENGINEERING SERVICES FOR GIS MAPPING FOR SCHOOLEY'S MOUNTAIN AND LONG VALLEY WATER SYSTEMS</p>
--

No. 10-12-D

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") retained David J. Egarian, P.E. of D.J. Egarian & Associates, Inc. ("Engineer") as its consulting engineer in accordance with the terms of the Consulting Engineering Agreement dated January 30, 2009; and

WHEREAS, the Engineer has submitted a Proposal dated December 15, 2010, attached hereto and made a part hereof, for GIS mapping for Schooley's Mountain and Long Valley water systems; and

WHEREAS, the Proposal is for professional services; and

WHEREAS, it is in the best interest of the Authority to accept this Proposal and funds are available for these purposes.

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

(1) The Executive Director is hereby authorized and directed to accept the Proposal of David J. Egarian, P.E. for the aforesaid engineering work with an amount not to exceed \$14,000.00 in accordance with the attached Egarian Proposal and the terms and conditions of the Consulting Engineering Agreement dated January 30, 2009.

WASHINGTON TOWNSHIP MUA

Regular Meeting

December 20, 2010

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

DATED: December 20, 2010

Motion was made by Mr. Strawn, and seconded by Mr. Cullen, to approve Resolution 10-12-D to authorize DJ Egarian to proceed with GIS mapping. Motion was carried by the following vote:

AYES: Messrs.: Akin, Strawn, Cullen, Peters

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

CLOSED SESSION – 8:35 PM

<p>RESOLUTION CLOSED SESSION</p>

No. 10-12-F

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: December 20, 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, Cullen, Peters

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

OUT OF CLOSED – 9:30 PM

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

AYES: Messrs.: Akin, Strawn, Cullen, Peters

NAYS: None

ABSTAIN: None

Meeting Adjourned: 9:30pm

Respectfully Submitted,
E. Jill Waller
Secretary