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**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:32 p.m. on February 2, 2011. 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 17, 2010. Notice was also posted on the Municipal Building Bulletin Board.

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

\*arrived at 7:33pm

**REAPPOINTMENT OF COMMITTEE MEMBER**

P. Peters was reappointed by the Washington Township Committee. P. Peters was sworn in for his reappointment.

**MEETING MINUTES**

A motion was made by Mr. Cullen, and seconded by Mr. Napolitano, to approve the October 17, 2010, October 27, 2010, November 10, 2010, November 22, 2010 and December 1, 2010 Minutes with the following changes:

October 18, 2010:

Page 2, under the Grove Street Pump Station section: "A reduction of project costs has been achieved..." will be changed to "...project costs is expected to be achieved..."

October 27, 2010:

Page 3, the following line will be added to the end of the Phone System section: "W. Cullen will not be involved in the evaluation or discussion of this product."

November 10, 2010

Page 2, under the Director's Report, second bullet: all references to the "DEP" will be changed to the "Highlands Council".

November 22, 2010

No changes

December 1, 2010

No Changes

Motion was carried to the following vote:

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

A motion was made by Mr. Cullen, and seconded by Mr. Napolitano, to approve the December 20, 2010 Minutes as presented. Motion was carried to the following vote:

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

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
**February 2, 2011**

**PAYMENT OF BILLS – 12/22/10-1/31/11**

11:12 AM  
01/27/11  
Accrual Basis

**Washington Township MUA**  
**Monthly Checkbook Register**  
**December 22, 2010 through January 31, 2011**

Date	Num	Name	Memo	Amount	Balance
<b>Dec 22, '10 - Jan 31, 11</b>					
12/27/2010		PNC Bank	interest on cd	6.17	6.17
12/28/2010	21087	Accurate Pest Control, L...	November pest services	-62.00	-55.83
12/28/2010	21086	Accurate Waste Removal	November sludge removal services	-2,767.40	-2,823.23
12/28/2010	21088	Branded Screen Printing	DH uniform embroidery	-55.00	-2,878.23
12/28/2010	21089	Buckman's Inc.	Customer # WASHIN	-1,555.22	-4,433.45
12/28/2010	21090	Budget Sewer & Drain, L...	smstp toilet	-275.00	-4,708.45
12/28/2010	21091	Cartal Electric Company		-10,778.00	-15,486.45
12/28/2010	21092	CenturyLink-158960	Acct. 1010158960	-53.80	-15,540.25
12/28/2010	21093	CenturyLink-3145	acc #309547104	-777.21	-16,317.46
12/28/2010	21094	Ceridian	NOVEMBER PAYROLL SERVICES	-77.06	-16,394.52
12/28/2010	21095	Coyne Chemical	WASH46	-983.28	-17,377.80
12/28/2010	21096	Dave Carswell	2010 clothing allowance - boots	-131.96	-17,509.76
12/28/2010	21097	Express Employment	acc #22340286	-462.91	-17,972.67
12/28/2010	21098	Ferraro Construction Co...	lv07 & beacon light Pit repairs	-2,280.00	-20,252.67
12/28/2010	21099	Fisher Scientific	248987-01	-184.46	-20,437.13
12/28/2010	21100	Geoscience Services	Prfssnl Srvc	-6,931.50	-27,368.63
12/28/2010	21101	Grainger	835911546	-250.04	-27,618.67
12/28/2010	21102	Gregory and Reed, P.C.	Legal Srvc	-5,520.07	-33,138.74
12/28/2010	21103	Hoffmans Supply, Inc.	VOID:	0.00	-33,138.74
12/28/2010	21104	Home Depot	6035322500434638	-421.55	-33,560.29
12/28/2010	21105	Hunterdon County Dem...	acc #L905785	-136.65	-33,696.94
12/28/2010	21106	J & D Sales And Services	WASHTWSP	-4.75	-33,701.69
12/28/2010	21107	JCP&L	acc #20 00 00 0009 4 9	-26,573.64	-60,275.33
12/28/2010	21108	JIF	1ST INSTALLMENT OF 2011 COVERAGE P...	-23,756.64	-84,031.97
12/28/2010	21109	JLM Computers		-142.50	-84,174.47
12/28/2010	21110	Lester E. Wright Jr.	utility management on-line course	-70.75	-84,245.22
12/28/2010	21111	Licon Lighting & Supply ...	acc #300164	-277.00	-84,522.22
12/28/2010	21112	NJ - PWT	EIN #22-2216110	-480.16	-85,002.38
12/28/2010	21113	NJ DEP	PROG INT ID 5333; WATER ALLOCATION	-7,235.00	-92,237.38
12/28/2010	21114	NJ Dept of Treasury, O...		-108.00	-92,345.38
12/28/2010	21115	NJ Water Association	2011 membership dues	-345.00	-92,690.38
12/28/2010	21116	NJ Water Supply Author...	VOID: 10/10-12/10 fees	0.00	-92,690.38
12/28/2010	21117	One Call Concepts	acc #12-WA2	-56.72	-92,747.10
12/28/2010	21118	Passaic Valley Sewerag...	cus #00081-01 10/16/10-11/15/10 sludge	-3,800.00	-96,547.10
12/28/2010	21119	QC Inc.	C00154	-479.00	-97,026.10
12/28/2010	21120	Rio Supply, Inc.		-925.00	-97,951.10
12/28/2010	21121	Simmons Transport, Inc.	Trailer rental 12/1-12/31/10	-1,550.00	-99,501.10
12/28/2010	21122	Staples - NJ contract		-250.78	-99,751.88
12/28/2010	21123	Straco III Auto Parts	W300	-220.94	-99,972.82
12/28/2010	21124	Taylor Oil Co.	01-0063365	-2,050.16	-102,022.98
12/28/2010	21125	Thomas English & Asso...		-581.50	-102,604.48
12/28/2010	21126	Toby Barkman		-7,277.62	-109,882.10
12/28/2010	21127	U.S. Bank-1998 A & B ...	2576824644	-3,771.25	-113,653.35
12/28/2010	21128	U.S. Bank 1996A Trst L...	1996A bond admin fee	-7,327.50	-120,980.85
12/28/2010	21129	U.S. Bank Series 2005	2576051363	-3,500.00	-124,480.85
12/28/2010	21130	Unique Image Corp.	final 50% of service contract	-575.00	-125,055.85
12/28/2010	21131	Valley Cleaners	bob cleaning	-55.55	-125,111.40
12/28/2010	21132	Verizon/Bell	Account 201- V03-6124 182 02y	-46.69	-125,158.09
12/28/2010	21133	Washington Township	4th qtr fuel dep/3rd qtr usage balance due	-2,501.55	-127,659.64
12/28/2010	21134	Waste Management of ...	100-0059416-0836-5	-565.62	-128,225.26
12/28/2010	21135	West Chester Machinery	1236	-187.04	-128,412.30
12/28/2010	21136	Wincross Water Service...	Customer ID WT	-74.90	-128,487.20
12/31/2010		PNC Bank	bank interest	26.92	-128,460.28
01/04/2011			1/7/11 payroll funding	-29,764.07	-158,224.35
01/04/2011			1/7/11 SUV funding	87.28	-158,137.07
01/05/2011	eft00...	PERS Div of Pens & Be...	4th qtr reconciliation pension payment	-2,463.60	-160,600.67
01/07/2011	21137	Trident Land Transfer C...	Money received for a different MUA and dep...	-105.99	-160,706.66
01/12/2011			Deposit	4.10	-160,702.56
01/13/2011	eft01...	PERS Health Div of Pe...	january medical benefits	-9,215.48	-169,918.04
01/13/2011	eft61...	*Capital Funds Transfer	gregory 141g	21,937.72	-147,980.32
01/13/2011	eft61...	*Capital Funds Transfer	gregory 108	300.00	-147,680.32
01/13/2011	eft61...	*Capital Funds Transfer	egardian c141g	1,188.50	-146,491.82
01/13/2011	eft61...	*Capital Funds Transfer	liquid engineering 154a	25.00	-146,466.82
01/13/2011	eft61...	*Capital Funds Transfer	rio - meters	2,760.00	-143,706.82
01/13/2011	eft61...	*Capital Funds Transfer	rio - meters	150.00	-143,556.82
01/13/2011	eft61...	*Capital Funds Transfer	insite 141g	1,300.00	-142,256.82
01/13/2011	eft61...	*Capital Funds Transfer	insite 98b-s	900.00	-141,356.82
01/17/2011	21138	D.J. Egarian & Associat...		-2,475.00	-143,831.82

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**Washington Township MUA**  
**Monthly Checkbook Register**  
December 22, 2010 through January 31, 2011

Date	Num	Name	Memo	Amount	Balance
01/17/2011	21139	D.J. Egarian & Associat...	partial payment of november engineering ser...	-2,235.50	-146,067.32
01/17/2011	21140	Taylor Oil Co.	01-0063365	-2,410.69	-148,478.01
01/17/2011	21141	Elizabethtown Gas 0711	6839340711	-86.78	-148,564.79
01/17/2011	21142	Elizabethtown Gas 2661	4292272661	-17.33	-148,582.12
01/17/2011	21143	Elizabethtown Gas 302...	3023945621	-1,728.64	-150,310.76
01/17/2011	21144	Elizabethtown Gas 530...	5305345621	-253.90	-150,564.66
01/17/2011	21145	Elizabethtown Gas 6291	4540016291	-16.15	-150,580.81
01/17/2011	21146	Elizabethtown Gas 6641	0371846641	-164.16	-150,744.97
01/17/2011	21147	Elizabethtown Gas 9641	0150129641	-165.33	-150,910.30
01/17/2011	21148	Elizabethtown Gas 971...	9715445621	-292.70	-151,203.00
01/17/2011	21149	Hoffmans Supply, Inc.		-48.22	-151,251.22
01/17/2011	21150	NJ Water Supply Author...	10/10-12/10 fees	-895.83	-152,147.05
01/19/2011	eft42...	NJ - NJ-927	4th quarter reconciliation payment	-66.38	-152,213.43
01/19/2011			1/21/11 payroll funding	-29,618.50	-181,831.93
01/24/2011	21151	Staples	acc #7972 8200 0432 6617	-66.77	-181,898.70
01/24/2011		Century 21 Worden & G...		-432.47	-182,331.17
01/24/2011	21152	AT&T Mobility	05369412-001-42	-186.26	-182,517.43
01/24/2011	21153	Buckman's Inc.	Cust ID WASHIN	<b>chemicals-&gt;</b> -3,095.22	-185,612.65
01/24/2011	21154	USA Bluebook	91874	-164.07	-185,776.72
01/24/2011	21155	Verizon/Bell	acc #201 z42-3181 999 32y	-121.72	-185,898.44
01/24/2011		Community's Alliance P...	interest refund = account closed	6.17	-185,892.27
<b>Dec 22, '10 - Jan 31, 11</b>				<b>-185,892.27</b>	<b>-185,892.27</b>

Motion was made by Mr. Cullen, and seconded by Mr. Napolitano, 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, Cullen, Napolitano, Peters, Kramer  
NAYS: Messrs.: None  
ABSTAIN: Messrs.: None

**BILLING ADJUSTMENTS 12/1/10-12/31/10**

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, that the Billing Adjustments for December 2010 to be approved as presented. Motion was carried by the following vote:

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

**OUTSTANDING BILLING BALANCE REPORT**

The Board requested an aging be presented on the Outstanding Billing Balances

**DIRECTOR'S REPORT**

- There is a meeting on Monday with the Highlands Council to review properties served by MUA water service. M. Pucilowski will attend with F. Platt.
- GIS mapping is expected to be delivered next week.
- Excavation specs should be available next week.
- Memo provided for the concern on the condition of valves installed between 1994 and 1996. There appears to be valves with similar issues installed within the same period. J. Gregory will look into legal recourse. The manufacturer may no longer be in business. The original cost was \$425. The current cost is estimated as \$1,000-\$1,500. It is recommended that other valves be dug up and inspected to see if there are more valves failing. Legal council requested that the faulty valves be kept and not discarded.

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**GROVE STREET PUMP STATION**

One of the sub-committee members suggested that the DJ Egarian bills be paid with further projects handled differently. The project estimating process needs to be more formal and clearly defined going forward. The results of the Schooley's Mountain Water System improvements need to be provided in a written document. A request for the documentation will be made. F. Platt will provide, to M. Pucilowski, the two memos that P. Peters referenced on the additional well needs and the pump storage. It was agreed that once the revised invoices are provided as indicated by DJ Egarian, the invoices will be paid.

**CLIFFSIDE PARK ASSOCIATES**

The USDA has put Cliffside on notices that they have a deadline of July 25, 2011 to resolve all pending items. The Escrow Agreement has not been finalized. J. Gregory will provide the Agreement for Cliffside review.

**2011 BUDGET**

<b>RESOLUTION</b> <b>Late Submission of 2011 Authority Budgets</b>
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No. 11-02-C

WHEREAS, the Washington Township Municipal Utilities Authority (Authority) held Meetings on October 18<sup>th</sup> & 27<sup>th</sup>, and November 10<sup>th</sup> & 22<sup>nd</sup>, 2010 where the operating and capital budgets for FY 2011 were discussed, and;

WHEREAS, there were a variety of issue related to increases in the operating budget as well as a need to determine the priority of capital work required in the Sewer and Water Utilities, and;

WHEREAS, the appropriations in the Sewer and Water Utilities required a review of revenue, in particular the user fee structure, and;

WHEREAS, review of these matters took more time than was anticipated, and;

WHEREAS, the additional time was considered necessary given the problems of balancing the revenue needs with the appropriations required in FY 2011.

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

(1) The additional time taken to develop the FY 2011 Authority Budgets was prudent given the magnitude of needs in the Sewer and Water Utilities.

(2) The late submission of the FY 2011 Authority Budgets warranted.

INTRODUCED AND PASSED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, that the Late Resolution for the 2011 Budgets be approved as presented. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**REORGANIZATION**

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**EXECUTIVE DIRECTOR**

<b>RESOLUTION</b> <b>Appointing Executive Director</b>
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No. 11-02-A

WHEREAS, it is in the interest of the Authority to appoint Michael P. Pucilowski as the Executive Director of the WTMUA pursuant to the terms of the Offer Letter made a part hereof; and

**WASHINGTON TOWNSHIP MUA**  
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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 2<sup>nd</sup> day of February 2011 as follows:

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

INTRODUCED AND PASSED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, that the Resolution to appoint M. Pucilowski for the 2011 Budgets be approved as presented. Motion was carried by the following vote:

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

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to continue Consulting Services with F. Platt at the same rate as originally agreed to. The amount of time will be subject to the needs of the new Executive Director to be reviewed by the Board. Motion was carried by the following vote:

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

**CUSTODIAN OF GOVERNMENT RECORDS; PUBLIC AGENCY COMPLAINE OFFICER; JIF MUA COMMISSIONER; GOV CONNECT OFFICIAL**

**RESOLUTION**  
**APPOINTING CUSTODIAN OF GOVERNMENT RECORDS**

No. 11-02-R1

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") is a public agency created by the Township of Washington; and

WHEREAS, the Open Public Records Act requires the Authority to designate, by formal action, a "Custodian of Government Records".

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 2<sup>nd</sup> day of February 2011 as follows:

1. E. Jill Waller, is hereby designated as the Custodian of Government Records for the Authority.
2. This resolution shall take effect according to law.

INTRODUCED AND PASSED: February 2, 2011

**RESOLUTION**  
**DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER**

No. 11-02-R2

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 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 2<sup>nd</sup> day of February 2011 as follows:

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

- Michael Pucilowski, WTMUA Executive Director, is hereby designated as the Public Agency Compliance Officer.
- This resolution shall take effect immediately according to law.

INTRODUCED AND PASSED: February 2, 2011

**RESOLUTION**  
**APPOINTING COMMISSIONER**  
**FOR THE**  
**NEW JERSEY UTILITIES AUTHORITIES JOINT INSURANCE FUND**

No. 11-02-R3

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 2<sup>nd</sup> day of February, 2011 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: February 2, 2011

**RESOLUTION**  
**APPOINTING OFFICIAL FOR GOVCONNECT**

No. 11-02-R4

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: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve Resolutions 11-02-R1, 11-02-R2, 11-02-R3, and 11-02-R4 be approved as presented. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**REGULAR MEETING SCHEDULE**

**RESOLUTION**  
**Regular Meeting Schedule**

No. 11-02-R5

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

BE IT RESOLVED that the regular meetings of the Washington Township Municipal Utilities Authority be held, per the attached schedule, at 7:30 p.m. at the Washington Township Municipal Utilities Authority Administration Building at 46 East Mill Road, Long Valley, New Jersey, for the year of 2011.

**NOTICE OF SCHEDULED MEETINGS**  
**FOR THE YEAR 2011**

PLEASE TAKE NOTICE, that the Washington Township Municipal Utilities Authority will meet to discuss or take formal action upon business at 7:30 p.m. on each of the dates set forth below, at the Washington Township Municipal Utilities Authority Administration Building, 46 East Mill Road, Long Valley, New Jersey:

March 2	May 16	September 7	November 16
March 21	June 1	October 5	December 7
April 6	June 20	October 12	January 4, 2012
April 18	July 6	October 19	February 1, 2012
May 4	August 3	November 2	

Notice of any additions to the above schedule, or changes in the time, date or place of any scheduled meeting, will be posted in this location and delivered to the Observer Tribune in advance, as required by law.

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Meeting Schedule as presented. Motion was carried by the following vote:

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

**OPEN PUBLIC MEETINGS ACT; OFFICIAL NEWSPAPER**

**RESOLUTION**  
**Open Public Meetings Act**

No. 11-02-R6

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as and hereinafter designated as the "Open Public Meetings Act", requires notification of meetings of public bodies, as therein defined, in the amount therein set forth;

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, for purposes of compliance with the "Open Public Meetings Act" aforesaid, the Washington Township Municipal Utilities Authority hereby makes the following designations:

(1) The Daily Record and Courier News are hereby designated as the newspapers to receive notice of meetings as required by any and all sections of the Open Public Meetings Act, it appearing that those newspapers are more likely to inform the local public of such meetings.

(2) The notice of meetings shall be prominently posted in a space reserved for such posting in the Washington Township Municipal Building, 43 Schooley's Mountain Road, Long Valley, New Jersey.

(3) The notice of meetings shall be filed with the clerk of the Township of Washington and the clerk of the Township of Tewksbury.

(4) The sum of \$15.00 is hereby fixed as the amount to be paid by any person requesting individual notice of meetings as provided in Section 14 of the Open Public Meetings Act.

DATED: February 2, 2011

**WASHINGTON TOWNSHIP MUA**  
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RESOLUTION  
Official Newspaper

No. 11-02-R10

BE IT RESOLVED that the official newspaper of the Washington Township Municipal Utilities Authority for the year 2011 shall be the Daily Record.

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution 11-02-R6 and 11-02-R10. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**AUDITING SERVICES CONTRACT**

RESOLUTION  
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT  
FOR AUDITING SERVICES

No. 11-02-R7

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") has a need to acquire Auditing Services for fiscal year ending 2011; and,

WHEREAS, Nisivoccia & Company has submitted a proposal dated December 15, 2010 indicating they will provide the Auditing Services for the not to exceed price of \$27,425 for fiscal year 2011, attached hereto as Schedule A; and,

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for "Professional Services" without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Executive Director has determined and hereby certifies in writing that the value of the contract is anticipated to exceed \$17,500, (2) Nisivoccia & Company has submitted a Business Entity Disclosure Certification which certifies that Nisivoccia & Company has not made any reportable contributions to a political or candidate committee in Township of Washington in the previous year, and (3) the Contract will prohibit Nisivoccia & Company from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the term of this contract is one year.

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 Nisivoccia & Company as the form of Professional Services Contract ("Contract") not to exceed \$27,425 for 2011 Auditing Services

(2) A copy of this Resolution and the Contract engaging Nisivoccia & Company shall be kept on file and available for public inspection at the office of the WTMUA, PO Box 226, 46 East Mill Road, Long Valley, New Jersey.

(3) This contract are made without competitive bidding as a "professional service" in accordance with N.J.S.A. 40:22-5(1)(a)(i) of the Local Public Contracts Law, because it involves the services of recognized professionals.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Michael P. Pucilowski  
Executive Director



**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

(4) A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution for Auditing Services. Motion was carried by the following vote:

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

**LEGAL SERVICES CONTRACT**

**RESOLUTION**  
**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT**  
**FOR LEGAL SERVICES**

No. 11-02-R8

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") has a need to acquire Legal Services; and

WHEREAS, James R. Gregory of Gregory & Reed has submitted a proposal dated January 26, 2011 indicating they will provide the Legal Services in accordance with the rate schedule submitted; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for "Professional Services" without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Executive Director has determined and hereby certifies in writing that the value of the contract is anticipated to exceed \$17,500, (2) Gregory & Reed has submitted a Business Entity Disclosure Certification which certifies that Gregory & Reed has not made any reportable contributions to a political or candidate committee in Township of Washington in the previous year, and (3) the Contract will prohibit Gregory & Reed from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the anticipated term of this contract is one year.

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

(1) The Executive Director is hereby authorized and directed to execute a form of professional services contract with Gregory & Reed for legal services as approved by our attorney, attached hereto as Schedule A.

(2) A copy of this Resolution and the Contract engaging Gregory & Reed shall be kept on file and available for public inspection at the office of the WTMUA, PO Box 226, 46 East Mill Road, Long Valley, New Jersey.

(3) This contract are made without competitive bidding as a "professional service" in accordance with N.J.S.A. 40:22-5(1)(a)(i) of the Local Public Contracts Law, because it involves the services of recognized professionals.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Michael P. Pucilowski

Executive Director

(4) A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution for Legal Services. Motion was carried by the following vote:

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

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

**ENGINEERING SERVICES CONTRACT**

RESOLUTION  
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT  
FOR ENGINEERING SERVICES

No. 11-02-R9

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") has a need to acquire Engineering Services; and

WHEREAS, David J. Egarian, P.E. of D.J. Egarian & Associates, Inc. has submitted a proposal dated January 25, 2010 indicating they will provide the engineering services in accordance with the rate schedule submitted; and,

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for "Professional Services" without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Executive Director has determined and hereby certifies in writing that the value of the contract is anticipated to exceed \$17,500, (2) D.J. Egarian & Associates, Inc has submitted a Business Entity Disclosure Certification which certifies that D.J. Egarian & Associates, Inc has not made any reportable contributions to a political or candidate committee in Township of Washington in the previous year, and (3) the Contract will prohibit D.J. Egarian & Associates, Inc from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the anticipated term of this contract is one year; and

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

(1) The Executive Director is hereby authorized and directed to execute a form of professional services contract with David J. Egarian, P.E. of D.J. Egarian & Associates, Inc. for engineering services as approved by our attorney, attached hereto as Schedule A.

(2) A copy of this Resolution and the Contract engaging David J. Egarian, P.E. shall be kept on file and available for public inspection at the office of the WTMUA, PO Box 226, 46 East Mill Road, Long Valley, New Jersey.

(3) This contract are made without competitive bidding as a "professional service" in accordance with N.J.S.A. 40:22-5(1)(a) of the Local Public Contracts Law, because it involves the services of recognized professionals.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Michael P. Pucilowski

Executive Director

(4) A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution for Engineering Services. Motion was carried by the following vote:

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

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

**OFFICIAL DEPOSITORIES**

RESOLUTION  
Official Depositories

No. 11-02-R11

BE IT RESOLVED by the Washington Township Municipal Utilities Authority that the following be designated as official depositories for the Authority's funds for the year 2011:

PNC Bank, N.A.  
Peapack - Gladstone Bank  
Wachovia Corporation  
U.S. Bank

DATED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution for Official Depositories. Motion was carried by the following vote:

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

**MEL PERSONNEL ADMINISTRATOR**

RESOLUTION  
DESIGNATION  
of a  
MEL PERSONNEL ADMINISTRATOR

No. 11-02-R12

WHEREAS, the Washington Township Municipal Utilities Authority (the Authority) has insurance coverage through New Jersey Utility Authorities Joint Insurance Fund (JIF); and,

WHEREAS, JIF coverage for Personnel Practices Risk Control is provided through the New Jersey Municipal Excess Liability System (MEL); and,

WHEREAS, MEL requires that all members designate a Personnel Administrator to assist the Executive Director in the implementation of personnel practices; and,

WHEREAS, E. Jill Waller has, as part of her duties as the Executive Secretary, been assigned human resource responsibilities; and,

WHEREAS, it is the best interest of the Authority to appoint E. Jill Waller as the MEL Personnel Administrator.

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

1. E. Jill Waller hereby appointed as the Authority's MEL Personnel Administrator.
2. This Resolution shall take effect as provided by law.

INTRODUCED AND PASSED: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution for the MEL Personnel Administrator. Motion was carried by the following vote:

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

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

**PAYMENT OF BILLS EXCEPTION**

**RESOLUTION**  
Authorization of Bills Exception

No. 11-02-R13

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: February 2, 2011

**RESOLUTION**  
Payment of Bills Exception

No. 11-02-R14

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.

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: February 2, 2011

Motion was by Mr. Cullen, and seconded by Mr. Napolitano, to approve the Resolution 11-02-R13 and 11-02-R14. Motion was carried by the following vote:

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

**MUA BOARD APPOINTMENTS**

**RESOLUTION**  
WTMUA Board Appointments

No. 11-02-R15

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**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
February 2, 2011

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WHEREAS, it is in the interest of the Authority to appoint a Chairman, Vice Chairman and Executive Secretary/Treasurer to the Washington Township Municipal Utilities Authority Committee; and

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 2<sup>nd</sup> day of February 2011 the following appointments are hereby made:

1. Sam Akin - Chairman
2. Dean Strawn - Vice Chairman
3. E. Jill Waller - Secretary/Treasurer

INTRODUCED AND PASSED: February 2, 2011

A motion was made by Mr. Cullen, and seconded by Mr. Kramer, to approve Resolution 11-02-R15 to appoint S. Akin as Chairman, D. Strawn as Vice Chairman and J. Waller as Executive Secretary/Treasurer. Motion was carried by the following vote:

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

**SMITH WELL SITE**

The well permitting is moving ahead. The evaluation portion of the litigation has been suspended pending the finalization of the property into Farmland Preservation. A letter has been drafted by J. Gregory providing the WTMUA's support to the preservation of the Smith property.

**EMPLOYEE'S ASSOCIATION AGREEMENT**

M. Napolitano has some questions/suggestions to reach out to D. Strawn within the next month.

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

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

Meeting Adjourned: 9:05pm

Respectfully Submitted,  
E. Jill Waller  
Secretary