

WASHINGTON TOWNSHIP MUA
Regular Meeting
 July 6, 2011

The Regular Meeting of the W.T.M.U.A. was called to order at 7:32 p.m. on July 6, 2011. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 7, 2011. Notice was also posted on the Municipal Building Bulletin Board.

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

*arrived at 7:47pm

**arrived at 7:34pm

MEETING MINUTES

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to approve the May 4 and June 1, 2011 Meeting Minutes. Motion was carried by the following vote:

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

PAYMENT OF BILLS

4:20 PM

06/29/11

Accrual Basis

Washington Township MUA
Monthly Checkbook Register
 June 2011

Date	Num	Name	Memo	Amount	Balance
Jun 11					
06/03/2011			monthly bond transfer	153,929.00	153,929.00
06/08/2011			6/10/11 payroll funding	-22,965.76	130,963.24
06/08/2011	21414	Accurate Pest Control, I...	April pest services	-62.00	130,901.24
06/08/2011	21415	Accurate Waste Removal	April sludge removal services	-2,794.80	128,106.44
06/08/2011	21416	Allen Paper	Cust#W09723	-130.50	127,975.94
06/08/2011	21417	Amerigas - Chester 7500		-253.78	127,722.16
06/08/2011	21418	Auto Parts Plus	Vehicle #94 brakes, rotors, pads, oil change	-874.25	126,847.91
06/08/2011	21419	Branded Screen Printing	Safety vests	-60.00	126,787.91
06/08/2011	21420	Brown & Brown of NJ, I...	pol #B1101214 - road opening bond	-150.00	126,637.91
06/08/2011	21421	Buckman's Inc.		chemicals-> -7,700.00	118,937.91
06/08/2011	21422	Century Link-158960	Acct. 1010158960	-54.28	118,883.63
06/08/2011	21423	CenturyLink-7104	acc #309547104	-785.79	118,097.84
06/08/2011	21424	Ceridian	Cust#115204	-39.19	118,058.65
06/08/2011	21425	Chris Kattermann	shop rags	-27.56	118,031.09
06/08/2011	21426	Clark Transmission Co.	WASH MUA	cap -82.09	117,949.00
06/08/2011	21427	Dimension Frame	veh #94 - maintenance	budget -90.00	117,859.00
06/08/2011	21428	Eastcom Associates, Inc.	Quote #1-31-11LD leak detection equipment	item -10,995.00	106,864.00
06/08/2011	21429	Freshwater Well & Pum...	ER service H-2 Well	c152a-> -500.20	106,363.80
06/08/2011	21430	Greenway Flowers	3515	-47.99	106,315.81
06/08/2011	21431	Gregory and Reed, LLC	Legal Srvcs	-3,557.50	102,758.31
06/08/2011	21432	Hoffmans Supply, Inc.		-120.35	102,637.96
06/08/2011	21433	Home Depot	6035322500434638	-68.97	102,568.99
06/08/2011	21434	JCP&L	acc #20 00 00 0009 4 9	-26,748.34	75,820.65
06/08/2011	21435	JLM Computers	IT Services and monthly service charge	-617.50	75,203.15
06/08/2011	21436	Main Pool & Chemical ...	hypochlorite lv07	-849.60	74,353.55
06/08/2011	21437	NJ Dept of Treasury, C...		final payment of fine-> -5,000.00	69,353.55
06/08/2011	21438	North East Scientific	acc #7003-7039-2018-5361	-248.14	69,105.41
06/08/2011	21439	Office Direct Inc.		-552.75	68,552.66

WASHINGTON TOWNSHIP MUA
Regular Meeting
July 6, 2011

06/08/2011	21440	One Call Concepts	Acct#12-WA2	-111.06	68,441.60
06/08/2011	21441	Passaic Valley Sewerag...	Cust#00081-01	-5,720.00	62,721.60
06/08/2011	21442	QC Inc.	C00154	-829.00	61,892.60
06/08/2011	21443	Recorder Publishing Co.	Acct#003776	-102.24	61,790.36
06/08/2011	21444	Rio Supply, Inc.	Cust ID: WASH	meters-> -8,728.00	53,062.36
06/08/2011	21445	Simmons Transport, Inc.	trailer rental - April	-1,500.00	51,562.36
06/08/2011	21446	Staples - NJ contract	leak repair Apgar; complete repair at	-100.50	51,461.86
06/08/2011	21447	Toby Barkman	springtown ps, douglas, curb box repairs->	-7,706.96	43,754.90
06/08/2011	21448	Trane	acc #3656798	hvac review and temp fix-> -1,346.00	42,408.90
06/08/2011	21449	Tynan's Service Center ...	Vehicle #97 front rotors	-367.50	42,041.40
06/08/2011	21450	U. S. Bank 1996A Trst L...	bond administrative fee - 1996	-7,327.50	34,713.90
06/08/2011	21451	UPS	Shipper #1488W4	-38.68	34,675.22
06/08/2011	21452	USA Bluebook	91874	-147.51	34,527.71
06/08/2011	21453	Valley Cleaners		-251.45	34,276.26
06/08/2011	21454	Washington Township	2nd qtr fuel dep/1st qtr usage balance due	-3,290.47	30,985.79
06/08/2011	21455	Waste Management of ...	100-0059416-0836-5	-565.62	30,420.17
06/08/2011	21456	Water Environment Fed...	Jeffrey McNeel, Sr. ID 1819705	-120.00	30,300.17
06/08/2011	21457	Water Specialties Comp...	CustID#WT-4-T	-80.00	30,220.17
06/09/2011	eft15...	PERS Health Div of Pe...	june health benefits	-9,215.48	21,004.69
06/09/2011	eft46...	*Capital Funds Transfer	office hvac - trane	1,346.00	22,350.69
06/09/2011	eft46...	*Capital Funds Transfer	meters - rio	8,712.00	31,062.69
06/09/2011	eft46...	*Capital Funds Transfer	c141g -gregory	1,092.50	32,155.19
06/09/2011	eft46...	*Capital Funds Transfer	c108 - gregory	225.00	32,380.19
06/09/2011	eft46...	*Capital Funds Transfer	leak detection	10,995.00	43,375.19
06/17/2011		PNC Bank	MERCHANT FEES	875.40	44,250.59
06/17/2011			cpa	1,005.00	45,255.59
06/21/2011			6/24/11 payroll funding	-22,742.01	22,513.58
06/22/2011	21458	AT&T Mobility	05369412-001-42	-185.72	22,327.86
06/22/2011	21459	Buckman's Inc.	Cust#WASHIN	chemicals-> -3,740.00	18,587.86
06/22/2011	21460	Clarks Cleaning	Cleaning Service	-495.20	18,092.66
06/22/2011	21461	Elizabethtown Gas 0711	6839340711	-8.00	18,084.66
06/22/2011	21462	Elizabethtown Gas 2661	4292272661	-16.15	18,068.51
06/22/2011	21463	Elizabethtown Gas 302...	3023945621	-124.35	17,944.16
06/22/2011	21464	Elizabethtown Gas 530...	5305345621	-54.67	17,889.49
06/22/2011	21465	Elizabethtown Gas 6291	4540016291	-30.55	17,858.94
06/22/2011	21466	Elizabethtown Gas 6641	0371846641	-30.55	17,828.39
06/22/2011	21467	Elizabethtown Gas 9641	0150129641	-25.76	17,802.63
06/22/2011	21468	Elizabethtown Gas 971...	9715445621	-41.46	17,761.17
06/22/2011	21469	Fedex	1386-6890-8	-45.22	17,715.95
06/22/2011	21470	Home Depot	6035322500434638	-170.19	17,545.76

Page 1

4:20 PM

Washington Township MUA
Monthly Checkbook Register
June 2011

06/29/11

Accrual Basis

Date	Num	Name	Memo	Amount	Balance
06/22/2011	21471	Jill Waller	expenses	on-line order -> -1,531.78	16,013.98
06/22/2011	21472	Petty Cash	Reimburst Petty Cash	of uniforms -193.10	15,820.88
06/22/2011	21473	Post Office	July billing and 4 rolls regular stamps	-379.00	15,441.88
06/22/2011	21474	UPS	Shipper#1488W4	-2.32	15,439.56
06/22/2011	21475	USA Bluebook	91874	-72.98	15,366.58
06/22/2011	21476	Verizon/Bell	201 Z42-3181-999-32Y	-118.56	15,248.02
06/22/2011	21477	NJ Treasurer	c141f monitoring wel permit ow-23-1 & ow23-3	-260.00	14,988.02
06/22/2011	21478	NJ Treasurer	monitoring well permit ow-23-2	-130.00	14,858.02
06/22/2011	21479	NJ Treasurer	well permit sm-23	-130.00	14,728.02
06/23/2011	eft17...	PERS Div of Pens & Be...	june pension contribution	-2,236.91	12,491.11
06/28/2011	21480	Staples		-221.94	12,269.17
Jun 11				12,269.17	12,269.17

WASHINGTON TOWNSHIP MUA
Regular Meeting
July 6, 2011

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to approve the June 2011 payment of bills be approved by the signature of proper official. Motion was carried by the following vote:

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

BILLING ADJUSTMENTS

Collection of old accounts receivable was discussed.

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to approve the April and May 2011 Billing Adjustments. Motion was carried by the following vote:

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

VOUCHERS OVER \$5,000

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to approve the following invoices over \$5,000 for payment: 5/31/11 Pumping Services - \$9,141.30, 5/31/11 Rio Supply - \$8,280.00, 4/21/11 Toby Barkman - \$10,485.70 and 6/10/11 Toby Barkman - \$8,021.01. Motion was carried by the following vote:

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

EMERGENCY PROCURMENT FOR LV08 REPAIR

<p>RESOLUTION AUTHORIZING EMERGENCY PROCUREMENT OF REPAIR SERVICES FOR WELL LV08</p>

No. 11-07-B

WHEREAS, the Washington Township Municipal Utilities Authority (WTMUA) operates Well LV08 in the Hager Water System in Long Valley, NJ; and

WHEREAS, upon inspection of Well LV08, it was discovered that the well pump was no longer working; and

WHEREAS, the Executive Director of the WTMUA has notified the Board that without the immediate repair of the well pump for Well LV08 there was an actual or imminent emergency affecting the public health, safety and welfare due to the need for this well to be operational as support to the Hager water system; and

WHEREAS, the WTMUA solicited proposal to make temporary repairs to the well from Samuel Stothoff Co., Inc and obtained a written quote for inspection, installation of temporary pump, rental and removal of temporary pump in the amount of \$6,400.00; and

WHEREAS, the WTMUA was not able to solicit additional quotes due to the urgency of having a working pump for the well; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-6, allows for procurement without public bidding or quotes when an emergency affecting the public health, safety or welfare requires the immediate procurement of services; and

WHEREAS, the Washington Township Municipal Utilities Authority is satisfied that, for the

WASHINGTON TOWNSHIP MUA
Regular Meeting
July 6, 2011

reasons articulated in the written requisitions from David Carswell, WTMUA Water Operator, attached hereto and made a part hereof, and the notification from the Executive Director, to be placed in the file, the proposed emergency procurement is justified and meets the requirements of the Local Public Contracts Law and N.J.A.C. 5:34-6.1; and

WHEREAS, funds are available to pay for the services rendered or to be rendered by the contractor to address the emergency as described in this Resolution.

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

1. The Washington Township Municipal Utilities Authority, declares that an emergency existed due to the immediate need to have an operating well pump at Well LV08
2. The Executive Director is directed to place on file a notification describing the nature of the emergency, the time of its occurrence and the need to procure services without public bidding or the solicitation of quotes.
3. The Executive Director is authorized to issue purchase orders in an amount not to exceed \$6,400.00 for the provision of emergency services for inspection, installation, of temporary pump, rental and removal of temporary pump with:
Samuel Stothoff Co., Inc.
PO Box 306
59 State Highway 31,
Flemington, NJ 08822
Attention: Richard H. Stothoff - Tel.: (908) 782-2116
4. This Resolution shall take effect as provided by law.

INTRODUCED AND PASSED: July 6, 2011

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to approve Resolution 11-07-B, authorizing emergency procurement for LV08. Motion was carried by the following vote:

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

FINANCIAL HARDSHIP

A final decision will be tabled until next meeting.

2005 BOND ARBITRAGE REBATE REQUIREMENT

Motion was made by Mr. Cullen, and seconded by Mr. Popper, to authorize the Executive Director to purchase the 2005 Bond Arbitrage Services with a price not to exceed \$4,000. Motion was carried by the following vote:

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

CONNECTION FEE LOANS

Motion was made by Mr. Popper, and seconded by Mr. Cullen, to approve a connection fee loan to the Christians and request the attorney to create a Resolution, for approval at the next meeting, with the following terms: a term of 10 years at 3.5% over prime, plus \$300 filing and legal fees. Motion was carried by the following vote:

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

WASHINGTON TOWNSHIP MUA
Regular Meeting
July 6, 2011

PROPOSED LEGISLATION ON TOWNSHIP OVERSIGHT OF AUTHORITIES

Discussed conversation with Senator's office regarding issues with proposed legislation. The Association of Environmental Authorities reports that the proposed bill is to be revised.

SMITH WELL SITE

Correspondence was provided to advise the current status of the project. The Executive Director will send a thank you letter to the Senator's that provided a letter in support of the Farmland Protection for the Smith Farm.

CLIFFSIDE PARK OPERATOR'S AGREEMENT

The original agreement, that was never completed, was intended for treatment of the old system requiring a treatment system. The project has now been revised to incorporate new wells. Cliffside has expressed their need for the WTMUA to operate the system as the bulk of the system maintenance is done volunteers and volunteers are difficult to find. Once the scope of work is determined, the WTMUA will provide an estimate for the cost to operate the system.

DIRECTOR'S REPORT

- The responses from RFP for the Hardy Cross Analysis for the Parker Rd. extension were required by 6/30/11. We should know who the contractor will be within a week or two. A voucher for the WTMUA's expenses from this point forward should be here soon. There is no resolution on the prior work.
- The additional information on GIS water maps are with the contractor and the project is moving along.
- A portion of the excavation specs have been reviewed by the attorney and should be finalized shortly.
- We are waiting for one more part for the SCADA system for well SM18.
- Information was provided to the Township on shared services for the website and other services.
- The Consumer Confidence Report was mailed. The cost was reduced from last year.
- The new vehicle has been ordered
- A tour was taken of a facility that is utilizing pump storage. It was suggested to have a special meeting to discuss the option.
- It was agreed to have a second meeting on the third Monday in September to meet with a Financial Advisor to discuss our capital needs and how to fund them.
- The Draft Permit for Long Valley Wastewater Treatment Plant is with DJ Egarian Assoc. for review. The phosphorus level remained the same as the current permit.
- A voucher for the HVAC repair for the office has been provided.
- All manually read meters have been replaced. The meter budget has almost been expended. The budget will be reviewed to see if additional money can be found to purchase more meters.
- A meeting took place with Valley View regarding the sewer service connection. The EDU's have been set at 22 by the DEP. They will be forwarding a letter requesting the connection. Yesterday the contractor called regarding the need for water meters. It appears that the water service agreement might not have been completed. This will be researched further.

WASHINGTON TOWNSHIP MUA
Regular Meeting
July 6, 2011

CLOSED SESSION – 9:03 PM

RESOLUTION CLOSED SESSION
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No. 11-07-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 aforestated matter will be discussed.

INTRODUCED AND PASSED: July 6, 2011

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

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

OUT OF CLOSED – 10:05 PM

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

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

Meeting Adjourned: 9:43 pm

Respectfully Submitted,
E. Jill Waller, Secretary