

**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
 October 5, 2011

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 p.m. on October 5, 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. Akin, Strawn, Napolitano, Peters  
 Alt. Members Present: Messrs. Popper\*  
 Members Absent: Messrs. Cullen  
 Alt. Members Absent: Messrs. Kramer  
 Township Liaison Present: Messrs. Roehrich\*\*  
 Township Liaison Absent: Messrs.  
 Staff Members Present: Executive Director (E.D.) Pucilowski\*\*\*, Secretary Waller, Attorney Gregory

\*arrived at 7:40pm  
 \*\*arrived at 8:13pm  
 \*\*\*arrived at 7:31pm

**MEETING MINUTES**

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, to approve the September 7, 2011 Meeting Minutes with a change to the first page under the Meeting Minutes Approval. The date will be changed from September 7, 2011 to August 3, 2011. Motion was carried by the following vote:

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

**PAYMENT OF BILLS**

2:56 PM  
 09/30/11  
 Accrual Basis

**Washington Township MUA**  
**Monthly Checkbook Register**  
 September 2011

Date	Num	Name	Memo	Amount	Balance
<b>Sep 11</b>					
09/07/2011	eft24...	PERS Health Div of Pe...	September 2011 benefits	-6,669.92	-6,669.92
09/07/2011	21604	Accurate Pest Control, I...	July pest services	-62.00	-6,731.92
09/07/2011	21605	Accurate Waste Remov...	July sludge removal services	-3,219.50	-9,951.42
09/07/2011	21606	American Water Works ...	Annual Dues	-156.00	-10,107.42
09/07/2011	21607	Branded Screen Printing	Safety vests	-50.00	-10,157.42
09/07/2011	21608	Buckman's Inc.	Cust#WASHIN	<b>chemicals-&gt;</b> -3,850.00	-14,007.42
09/07/2011	21609	Century Link-158960	Acct. 1010158960	-68.24	-14,075.66
09/07/2011	21610	CenturyLink-7104	acc# 309547104	-789.61	-14,865.27
09/07/2011	21611	Ceridian	Cust#115204	-78.38	-14,943.65
09/07/2011	21612	D.J. Egarian & Associat...	Services rendered 7/1-7/31/11	-2,854.95	-17,798.60
09/07/2011	21613	Dave Carswell	Supplies Hurricane emergency coverage	-82.69	-17,881.29
09/07/2011	21614	Dell Computer Corp.	013412541	-535.00	-18,416.29
09/07/2011	21615	Geoscience Services	Prfssnl Srvc	<b>smith well-&gt;</b> -6,546.28	-24,962.57
09/07/2011	21616	Gregory and Reed, LLC	Legal Srvc	-10,770.45	-35,733.02
09/07/2011	21617	Hoffmans Supply, Inc.		<b>Springtown Pump</b> -141.84	-35,874.86
09/07/2011	21618	Hydra Numatic Sales Co.	Cust. ID: Wash Twp MUA-Long V	<b>station pump parts-&gt;</b> -2,922.09	-38,796.95
09/07/2011	21619	Internet Cake, Inc.		-50.00	-38,846.95
09/07/2011	21620	JLM Computers	IT services and Monthly Charge-June 2011	-427.50	-39,274.45
09/07/2011	21621	Kenvil Weldery & Machi...	weld sludge tank	-375.00	-39,649.45
09/07/2011	21622	Lube It All	veh 97	-34.45	-39,683.90
09/07/2011	21623	Main Pool & Chemical ...	bulk aluminum sulfate delivery	-1,408.00	-41,091.90
09/07/2011	21624	Mike Pucilowski	EXPENSE REIMBURSEMENT	-112.46	-41,204.36

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09/07/2011	21625	NJ DEP	Program Interest ID 26850 - SM07 emergenc...	-410.00	-41,614.36
09/07/2011	21626	NJ Dept of Labor	0-222-216-110/000-00	-18.00	-41,632.36
09/07/2011	21627	One Call Concepts, Inc.	Acct# 12-WA2	-85.12	-41,717.48
09/07/2011	21628	Parkson Corporation	WA0725	-796.00	-42,513.48
09/07/2011	21629	Passaic Valley Sewerag...	Cust# 00081-01	-5,340.00	-47,853.48
09/07/2011	21630	Performance Plus	CustId:WASHMUA	-660.00	-48,513.48
09/07/2011	21631	Pumping Services, Inc.		-1,460.00	-49,973.48
09/07/2011	21632	QC Inc.	C00154	-2,310.00	-52,283.48
09/07/2011	21633	R & R Construction Co.,...	WASHMUA	-1,567.80	-53,851.28
09/07/2011	21634	Rio Supply, Inc.		-13,724.50	-67,575.78
09/07/2011	21635	Samuel Stothoff Co. Inc.	WTMUA1	<b>meters-&gt;</b> -19,926.41	-87,502.19
09/07/2011	21636	Sheaffer Supply Inc.	1212	<b>LV08 emergency repair-&gt;</b> -60.23	-87,562.42
09/07/2011	21637	Simmons Transport, Inc.	trailer rental - July	-1,550.00	-89,112.42
09/07/2011	21638	Staples - NJ contract		-717.69	-89,830.11
09/07/2011	21639	Straco III Auto Parts	W300	-52.54	-89,882.65
09/07/2011	21640	Technical Components ...	C146a-SM18 Scada programming	-17,410.00	-107,292.65
09/07/2011	21641	Toby Barkman Excavati...	212 Flocktown, 4/5 Ann Road	<b>\$3,352.71 in Cap</b> -2,205.71	-109,498.36
09/07/2011	21642	Tynan's Service Center ...	Veh#94	<b>purchase;</b> -287.75	-109,786.11
09/07/2011	21643	USA Bluebook	91874	<b>balance r&amp;m parts-&gt;</b> -4,676.37	-114,462.48
09/07/2011	21644	Valley Cleaners	Bob: uniform cleaning	-41.65	-114,504.13
09/07/2011	21645	Waste Management of ...	100-0059416-0836-5	-565.62	-115,069.75
09/07/2011	21646	Bond Customers:Sullivan		-500.00	-115,569.75
09/08/2011	eft24...	PERS Div of Pens & Be...	august pension contributions	-1,129.57	-116,699.32
09/09/2011	EFT7...	*Capital Funds Transfer	c159 usa blue	939.85	-115,759.47
09/09/2011	EFT7...	*Capital Funds Transfer	c-flushing equip usa blue	1,569.41	-114,190.06
09/09/2011	EFT7...	*Capital Funds Transfer	c-meters rio	13,446.00	-100,744.06
09/09/2011	EFT7...	*Capital Funds Transfer	c141g gregory & reed	7,282.50	-93,461.56
09/09/2011	EFT7...	*Capital Funds Transfer	c108 gregory & reed	150.00	-93,311.56
09/09/2011	EFT7...	*Capital Funds Transfer	c141f gregory & reed	442.50	-92,869.06
09/09/2011	EFT7...	*Capital Funds Transfer	c141f geosciences	6,546.28	-86,322.78
09/09/2011	EFT7...	*Capital Funds Transfer	c-misc computer equip dell	535.00	-85,787.78
09/09/2011	EFT7...	*Capital Funds Transfer	c154a egaria	337.50	-85,450.28
09/09/2011			monthly bond transfer	181,628.50	96,178.22
09/13/2011			move mis-deposited funds to proper account	-2,476.37	93,701.85
09/13/2011		PNC Bank	MERCHANT FEES	752.03	94,453.88
09/14/2011			9/16/11 payroll funding	-32,764.87	61,689.01
09/14/2011	21647	AT&T Mobility	05369412-001-42	-186.28	61,502.73
09/14/2011	21648	Clarks Cleaning	Cleaning Service	-495.20	61,007.53
09/14/2011	21650	JCP&L	VOID:	0.00	61,007.53
09/14/2011	21651	JCP&L	Account#10 00 86 5244 91	-11.65	60,995.88
09/14/2011	21652	JCP&L	Acct# 20 00 00 0009 4 9	-6,488.73	54,507.15
09/20/2011			refund of mis-deposited funds from US Bank	6,472.24	60,979.39
09/28/2011			9/30/11 payroll funding	-25,187.83	35,791.56
09/28/2011			re-allocate is deposited funds	-6,472.24	29,319.32
09/29/2011	eft27...	PERS Health Div of Pe...	92-1683-0 Health Benefits	-7,518.44	21,800.88

2:56 PM

09/30/11

Accrual Basis

**Washington Township MUA**  
**Monthly Checkbook Register**  
**September 2011**

Date	Num	Name	Memo	Amount	Balance
Sep 11				<u>21,800.88</u>	<u>21,800.88</u>

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

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

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**BILLING ADJUSTMENTS**

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, to approve the August 2011 Billing Adjustments. Motion was carried by the following vote:

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

**VOUCHERS OVER \$5,000**

Motion was made by Mr. Strawn, and seconded by Mr. Napolitano, to approve the following invoices over \$5,000 for payment: 9/7/11 Gregory & Reed - \$7,283.85. Motion was carried by the following vote:

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

**FINANCIAL PLANNER**

A meeting with the Financial Planner took place. The planner services and capitol needs were discussed. A decision on this will be made in November.

**BUSINESS INSURANCE**

A copy of the Right-to-Cancel correspondence was provided. This was sent to PERM to preserve the MUA's rights since the insurance broker has requested competitive quotes.

**BARTLEY PUMP STATION EASEMENT FOR CHRISTIAN DRIVEWAY**

This topic was tabled to next meeting.

**CLIFFSIDE ESCROW ACCOUNT**

This topic was tabled to next meeting.

**GROVE STREET RIGHT OF WAY**

It is anticipated that the approval of the use the Right of Way will be finalized with a letter of permission from the County. The License Agreement should be finalized shortly. If this does not go through, the MUA will have to go to the County for an easement. The next phase will be to go to the Township Planning Board.

**DIRECTOR'S REPORT**

- A draft of the Long Valley Water System Analysis should be provided next week. A copy will go to Egarian for review. Additional testing needs to take place on LV09. The well did not get submerged during the flooding.
- Changes are being made to the High Ridge Tank and radio antenna agreement.
- It is expected that the Township will sign off on the WMP at their next meeting.
- Waiting for FEMA to visit for submission of claims from the Hurricane.
- The MUA should begin to see measurable results from I&I program.
- The MUA is currently waiting for comments on the Service Agreement for Black Oak.
- 49 Schooley's Mountain has met with the Executive Director about concerns with the water provided to their property.
- The Executive Director has met with the resident of 69 Schooley's Mountain who advised by letter that she will not allow the MUA to change her old meter to a radio read until the water pressure is improved with the new pump station. She has requested a speedy resolution to the problem.

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- Valley View occupancy loads were provided. EDU's will be calculated and discussed at a later meeting.
- Discussed the OFP allocation reserve. This topic will be discussed at a future meeting.
- The Excavation Specs are almost completed and will be discussed next meeting. Egarian has provided the County specs for comparison.
- The next step on the pump storage project is to meet with Mr. Pudney from the DEP.

**2012 BUDGET**

The preliminary operating budgets for both Water and Sewer were reviewed. It was agreed that the proposed increase in user charges for both Water and Sewer were too high. The following items on the Water budget will be reviewed: Utilities, Chemicals, Pipe Repair and Maintenance. The Repair and Maintenance items on the Sewer budget will be reviewed as well.

**PART TIME ADMINISTRATIVE ASSISTANT**

It was recommended that the temporary administrative staff member be hired as a part time employee due to the need of the extra help and the length of her temporary status with the MUA. This topic was discussed and a decision was tabled until next meeting.

**RULES AND REGULATIONS CONNECTION FEE LOAN**

A review of the Rules and Regulations concern was determined invalid due to the fact that it only affects educational facilities.

**SMITH WELL SITE**

<p><b>RESOLUTION</b> <b>AUTHORIZING ADDITIONAL EXPENDITURES, BEYOND THE ORIGINAL SCOPE OF WORK, FOR</b> <b>PROFESSIONAL SERVICES</b></p>
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No. 11-10-B

**WHEREAS**, the **Washington Township Municipal Utilities Authority** ("Authority") has a need for professional consulting services in connection with the preparation of an amendment to the current Water Allocation Permit for the development of a new well in the Schooley's Mountain water system; and

**WHEREAS**, Fisher Environmental Engineering Services, Inc., DBA, Geosciences Services, has submitted a proposal dated October 22, 2010, in the amount of \$17,500, for the preparation of the permit amendment application, attached hereto as Schedule A. hereinafter the "Proposal"; and

**WHEREAS**, the Proposal, along with an additional \$2,500 for unanticipated work outside the Proposal, was accepted by the Authority on January 5, 2011 with the approval of Resolution 11-01-E (contract not to exceed \$20,000.00); and

**WHEREAS**, the Authority requested Geosciences Services to perform work outside of the original Proposal regarding the size of the required well Buffer Zone and analysis of the potential size for a residential well; and

**WHEREAS**, this additional work expended the \$2,500 in unanticipated costs that were allocated with the approval of Resolution 11-01-E; and

**WHEREAS**, the Authority expects that there will be additional unanticipated work outside of the original scope of work; and

**WHEREAS**, it is in the interest of the Authority to authorize an additional \$2,500, if necessary, to cover work outside the original scope of work and related to the approvals necessary for the development of the new Schooley's Mountain well.

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

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**Authority:**

(1) The Executive Director is hereby authorized to approve additional work, if necessary, outside of the original Geosciences scope of work, in an amount not to exceed \$2,500 (total Contract not to exceed \$22,500) for professional services required in connection with the development of a new well in the Schooley's Mountain water system.

(2) This Resolution shall take effect as provided by law.

**DATED:** October 5, 2011

Motion was made by Mr. Strawn, and seconded by Mr. Popper, to approve Resolution 11-10-B to authorize an additional \$2,500 for GeoSciences to additional work involved in the Water Allocation Permit. Motion was carried by the following vote:

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

**CLOSED – 10:13PM**

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

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Personnel, Smith Litigation and Rieg 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 aforesated matter will be discussed.

INTRODUCED AND PASSED: October 5, 2011

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

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

**OUT OF CLOSED – 10:40 PM**

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

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

Meeting Adjourned: 11:02 pm

Respectfully Submitted,  
E. Jill Waller, Secretary