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**WASHINGTON TOWNSHIP MUA**  
**Regular Meeting**  
October 19, 2011

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:34 p.m. on October 12, 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, Cullen, Peters**
Alt. Members Present:	Messrs.	None
Members Absent:	Messrs.	
Alt. Members Absent:	Messrs.	Kramer, Popper
Township Liaison Present:	Messrs.	
Township Liaison Absent:	Messrs.	Roehrich
Staff Members Present:	Executive Director Pucilowski, Executive Secretary Waller	

\*arrived at 8:21pm

\*\*arrived at 7:35pm

### **2012 BUDGET**

The changes from the budget that was previously presented were reviewed. After much discussion, the following changes were agreed to:

- An additional quote will be requested for the demolition of the building on Camp Washington Rd.
- Reviewed WTMUA water rates in comparison with other water providers in the area.
- No changes were made to the Water Operating Budget as presented.
- Reviewed the estimated water connection fee revenue.
- Preliminary quotes were received for the valve cleaning trailer. The quote was \$1,500 per day for one operator and truck. An additional quote will be requested.
- Waiting on an estimate to repair Dustin's truck prior to making a decision on using the new vehicle for plowing.
- No changes were made to the Water Capital Budget.
- It was agreed that the expenses on both the Capital Budgets were approved, but nothing will be spent until a financial review is performed and a financial strategic plan is approved upon.
- It was suggested that the sewer revenue in the Sewer Operating Budget should be a 5% increase. A sewer rate study will be provided.

### **RESIGNATION OF EXECUTIVE SECRETARY**

The Executive Secretary has tendered her resignation. Ads are being drafted for publication in the Star Ledger, Daily Record, Observer Tribune, Hunterdon Democrat, League of Municipalities and the AEA. Additionally, the Township will be requested to post the ad on their bulletin board.

The Board approved the Executive Director's request that the Executive Secretary continue, beyond the resignation date, to close the financial periods and provide financial reporting.

### **PART-TIME ADMINISTRATIVE ASSISTANT**

Benefits for part-time employees were discussed. A decision on the part-time Administrative Assistant was tabled until the next meeting.

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**CLOSED SESSION – 9:40pm**

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

**WHEREAS**, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to 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 aforesated matter will be discussed.

**INTRODUCED AND PASSED:**     October 19, 2011

Motion was made by Mr. Cullen, and seconded by Mr. Napolitano, to go into Closed Session.

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

NAYS:           Messrs.:       None

ABSTAIN:       Messrs.:       None

**OUT OF CLOSED – 10:15 PM**

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

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

NAYS:           Messrs.:       None

ABSTAIN:       Messrs.:       None

Meeting Adjourned: 10:15 pm

Respectfully Submitted,  
E. Jill Waller, Secretary