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**WASHINGTON TOWNSHIP MUA  
REGULAR MEETING  
August 01, 2012**

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:34 p.m. on August 1, 2012. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 03, 2012. Notice was also posted on the Municipal Building Bulletin Board.

Members Present:	Messrs.	Cullen, Akin, Popper, Mascott*
Alt. Members Present:	Messrs.	Babb, Kramer*
Members Absent:	Messrs.	Napolitano
Alt. Members Absent:	Messrs.	
Township Liaison Present:	Messrs.	Kennedy*
Township Liaison Absent:	Messrs.	
Staff Members Present:	Executive Director (E.D.) Pucilowski, Secretary Waller, Attorney Tara St. Angelo	

\*arrived at 7:55 pm

**SALUTE THE FLAG**

**OPEN TO THE PUBLIC at 7:38**

**CHRISTOPHER DRIVE**

Residents requested allocation in the upcoming budget to address water and sewer be extended onto Christopher Drive. The budget discussion will begin in October. The status on the water and sewer extension onto Christopher Drive was discussed. The petition to extend water and sewer on Christopher Drive was forwarded to the WT Health Department. They in turn forwarded a memo to the Highlands Counsel to determine the process. The water operator was consulted and it was determined that there is a hydrant on the corner. There may be a section of pipe available to run the water down the street. The Authority has received verbal approval of the Wastewater Management Plan. Once the Plan is official, it will be easier to apply for an amendment to include Christopher Drive. Currently it might be easier to connect water rather than sewer. The residents feel that some of the health problems are a result of the minerals in the water.

**ACCOUNT #1667 – RE-AFFIRM 7/11/12 MOTION**

Motion was made by Mr. Popper and seconded by Mr. Mascott to re-affirm that the 7/11/12 motion to credit \$208.45 interest on account 1667 was for both sewer and water interest posted to the account from 8/1/10 when the home owner filed for bankruptcy through 6/24/11 when the bankruptcy was discharged.

Motion was carried by the following vote:

AYES:	Messrs.:	Cullen, Mascott, Babb
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	Akin, Popper, Kramer

**23 BROOKLAWN ACCOUNT #1667**

The homeowner advised that they fell behind in paying their bills beginning in March 2009 due to job loss. This was compounded by a large bill in November 2009 that was subsequently reduced. This was a result of a large amount of bills with no usage recorded because their manually read meter was not read. The homeowners are questioning the adjustment calculation for the November 2009 bill as well as when the meter was changed. She advised that she had called numerous times to try and find

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out about these problems. They had applied for hardship relief of penalty. This program was discontinued right after they were approved for 2011. They went into bankruptcy in January 2012. A question was raised as to if the information should have been redacted. The homeowner advised that they could pay \$1,400 immediately to apply to the account, but they do not feel that the adjustments were correct and do not know what the actual balance due is. The Authority will review audit the adjustments and advise the homeowner. It was recommended that the homeowner begin paying the sewer portion of the bill since this is not a metered charge. Additionally the water bills incurred after the questionable billing should be paid. If any billing mistakes were made by the Authority, the interest will be waived. The homeowner advised that these bills have not been paid because they were waiting for their attorney to determine if the Authority is municipal or private. They advised that they are capable of keeping up with their current bills and would like to avoid penalty charges while the issues are being worked out. Secretary Waller will review/audit the billings. Director Pucilowski and Secretary Waller will then review the outcome to work out a resolution.

**CLOSED MEETING TO THE PUBLIC - 8:28 PM**

**APPROVAL OF MEETING MINUTES**

The Board advised that outside resources can be brought in to catch up with the Minutes. No Minutes are included at this time. The Attorney clarified that any board member not at the meeting when minutes need to be approved, can listen to the tape or read the minutes and then be qualified to approve the minutes.

**JULY 2012 CHECKBOOK REGISTER**

Not included in the Agenda. This was tabled until next meeting.

**MAY AND JUNE 2012 BILLING ADJUSTMENTS**

Motion was made by Mr. Popper, and seconded by Mr. Akin, to approve the presented Billing Adjustment register. Motion was carried by the following vote:

AYES:	Messrs.:	Cullen, Mascott, Akin, Popper, Kramer, Babb
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	none

**VOUCHERS OVER \$5,000**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve the payment of vouchers exceeding \$5000 for DJ Egarian dated 7/9/12 for \$8,210.00, Edmunds dated 12/15/11 for \$23,165.00, Rio Supply dated 6/8/12 for \$5,903.00 and Rio Supply dated 7/9/12 for \$8,758.00. Motion was carried by the following vote:

AYES:	Messrs.:	Cullen, Mascott, Akin, Popper, Kramer, Babb
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	None

**FACILITIES TOUR**

Board members are interested in touring the facilities in September. The preference is to schedule two Saturdays, one for sewer and one for water. Director Pucilowski will follow up on the exact schedule.

**MULTIPLE BILLING UNIT AUDIT**

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The Executive Director suggested establishing a program to audit the of multiple billing unit accounts on a regular basis. The Attorney is reviewing the limitations on how far back the billing can be adjusted with such an audit.

**ACCOUNT #1800 – REQUEST FOR CREDIT BASED ON BILLING UNIT CHANGE**

The customer is requesting a credit for dwelling units when the use of the property changed several years ago. Sewer units will remain the same, but the water units are in question. Additional information will be forthcoming from the Attorney. Director Pucilowski will pursue a better relationship with the Building Dept to improve communication on changes within our customer base.

**REGENCY AT LONG VALLEY WATER & SEWER AGREEMENTS**

The Attorney is waiting for information from Regency's attorney.

**VALLEY VIEW CHAPEL SEWER & WATER CONNECTION AGREEMENTS**

Changes were made to the Agreements by the Attorney are being finalized and will be sent to Valley View Chapel next week.

**DIRECTOR'S REPORT**

- The Executive Director will be meeting with Liz George and Burt Warner regarding the location for the generator and pump station on the Old Farmers Road School property.
- Grove Street Water Pump Station should be ready to go out for bid by mid-August.
- The Attorney is talking with Cliffside Park's new attorney regarding the customers who are not paying their loans. Notices will be sent with the possibility of water being cut off for non-payment. The well is moving along and a second well being planned.
- Discussions of the 2013 budgets are planned for the October meetings.
- Due to FCC regulations, the Authority's mobile radios need to be replaced with a different band. Since most of the communication is with cellular phones, it is recommended to buy one portable and possibly a base station in the office. This will provide redundancy if the cell phones fail. The range of a portable was questions. It was recommended that the Executive Director consult with Ray Kinney at the Township for his recommendations.
- The 72 hour pump test has begun on the Smith Farm Property Well. Grab samples have been taken for testing of the water. The well has a pumping volume of 300 gallons per minute. So far, the depth of the water level has dropped from 20 feet static to 115 feet. There are some indications that the iron and manganese levels may be an issue. If so, treatment will be required. After completion of the testing, the report will be submitted to the DEP. The DEP will review and send their report to the Ag Board. A conversation with Senator Bucco is recommended to determine if there are any known potential issues. An email was received stating the plans have been approved will be posted in the Register on August 11<sup>th</sup>.
- The Attorney is waiting for information form the Attorney for Regency at Long Valley.
- The billing software installation is progressing. Access to the old billing software has been provided by the software company.
- The goal is to have the excavation bid out by mid August.
- Now that the WMP is approved, the Attorney is reaching out to the Attorney for Black Oak. There is a possibility that the building plans will be enlarged. They were approved for 2,000 gallons which is roughly seven EDUs.
- The Fusion issue is pending with the Attorney.

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**CLOSED SESSION – 9:10**

<b>RESOLUTION CLOSED SESSION</b>
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No. 12-08-A

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 aforestated matter will be discussed.

INTRODUCED AND PASSED: August 1, 2012

Motion was made by Mr. Akin, and seconded by Mr. Popper, to go into Closed Session to discuss account 1667, Parker Rd line extension - EPA request to waive connection fees and employee's association agreement.

Motion was carried by the following vote:

AYES:	Messrs.:	Cullen, Mascott, Akin, Popper, Babb, Kramer
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	None

**OUT OF CLOSED – 9:40**

**AJOURNMENT**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to adjourn the meeting.

AYES:	Messrs.:	Cullen, Akin, Mascott, Popper, Babb, Kramer
NAYS:	Messrs.:	None
ABSTAIN:	Messrs.:	None

Meeting Adjourned: 9:40

Respectfully Submitted,  
E. Jill Waller  
Secretary