
**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 PM on November 5, 2014. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 19, 2014. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Cullen, Akin, Mascott
Alt. Members Present: Messrs. Babb
Members Absent: Messrs. Napolitano, Popper
Alt. Members Absent: Messrs. Kramer
Staff Members Present: Executive Director (E.D.) Pucilowski, Secretary Waller, Attorney Gregory

REGULAR MEETING

SALUTE THE FLAG

PARKER RD WATER MAIN EXTENSION RE-CHLORINATION BUILDING

The DEP has been notified that the project is at the Completion Stage and will be inspecting on December 1st. The permit should be ready in January. After that, testing will be done and late January or early February is anticipated for to supply water to customers. As soon as the hook ups take place, the system will be turned over to the Authority. The re-chlorination building issues need to be resolved prior to this.

Chester Mayor Cogger has advised that they are willing to accept responsibility to provide the Authority access to the Re-Chlorination Building or pay for moving the building. The Authority and Chester have agreed to most of the changes to the Resolution and the amendment of the Inter-Municipal Agreement. The Resolution is being reviewed by Chester tonight.

Currently the EPA is doing deep water testing in an attempt to determine where the contaminants are originating and the path of migration. The site does not have a Construction Completion Date because there is outstanding work to be completed beyond the new water line. When the Construction Completion is achieved, there will be reviews every five years to determine if contaminants are moving out of the landfill. The landfill is appropriately covered but there is no understanding of what is buried within the site. The operation and maintenance of the site will move to the State when the five year review process begins. As long as the site is under the five year process the control will be with the EPA.

The current homes that are approved for connection are either currently contaminated or could be potentially contaminated in the future.

The remaining project punch list that will be addressed by the Executive Director. The water line will be covered by a maintenance bond but not the buildings. Once the State approves the permit, the system will be operated and Authority staff trained.

The EPA will not enforce homeowner connections. The Chester Ordinance requires the residents to hook up and this will have to be enforced. There are two Chester residents that have refused to be hooked up. The EPA provided curb stops, but no meters. The EPA has advised that if anyone refuses connection, they will be responsible to pay in the future. The EPA may only get involved if it is determined that there is a health risk. Their wells will not be tested. The options available to the Authority to require all connections were discussed. It is up to Chester and Washington Township to determine how to handle the residents who refuse public water.

Once the line is disinfected, there is a short window to connect residents. All outstanding issues need to be resolved to ensure that the line doesn't need to be disinfected again. The project will continue into Spring even after all the connections have been made and the Authority has taken over the system. The EPA Agreement on the re-chlorination building needs to be signed by the end of December. A list will be provided by the Authority outlining outstanding items. The EPA will advise if they will be completed before or after the customers are provided with public water.

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

Hydrants could be brought into service prior to disinfection. It was advised against it because cross contamination could occur if there is a line break on the current system.

APPEAL OF APPLICATION FOR PRIVATE WELL – 210 PARKER

The farm is in Farmland Preservation and has been a thoroughbred horse farm since 1950. The Ag Board feels that it is important to maintain a private well for the farm. The residence will be hooked into the public water. The resident will provide a Tax Bill attesting to the farmland preservation. The Backflow Prevention Program will be reviewed with the resident.

APPLICATION FOR PRIVATE WELL – 189, 191, 193 PARKER RD

The homeowners are concerned about the costs of the annual backflow preventer tests and testing the private wells annually. The Backflow Prevention Program will remain but the testing of the wells will be reviewed in closed session. Because of the type of piping in the homes, the EPA has agreed to provide one de-chlorination system and a supply of filters. The three properties are under one Farmland Preservation umbrella.

The Chester Township Fire Department was asked if they wanted the hydrants bagged and they advised not to. As prior to the hydrants being installed, there fire departments have alternate water sources draw from. It is recommended that the hydrants should be bagged regardless of the Fire Department's response.

CLOSED SESSION – 8:40

RESOLUTION CLOSED SESSION

No. 14-11-D

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Personnel, Contract Negotiations and Litigation which 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: November 5, 2014

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve Resolution 14-11-D. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Mascott, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

OUT OF CLOSED – 10:10 PM

DAVE CARSWELL RETROACTIVE LICENSE COMPENSATION

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to direct the Executive Director to proceed with the Carswell matter in as discussion in Closed Session. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Mascott, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

DUSTIN HINGEL RETROACTIVE LICENSE COMPENSATION

RESOLUTION 2014 LICENSE PAY INCREASE FOR DUSTIN HINGEL AS OF 2/6/14
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No. 14-11-E

WHEREAS, on February 25, 2014, the NJ Division of Environmental Protection, Bureau of Safe Drinking Water (“DEP”), noticed the Washington Township Municipal Utilities Authority (“Authority”) that on February 6, 2014 a permit was issued for additional chemical treatment of the Schooley’s Mountain Water System; and

WHEREAS, as a result of this additional treatment, the DEP upgraded the Water Treatment licensed operator facility classification for the Schooley’s Mountain Water System from a T-1 to a T-2; and

WHEREAS, as a result of the T-2 Classification, the Schooley’s Mountain Water System minimum operator license increased from a T-1 to a T-2; and

WHEREAS, the Authority Employees Association contract, effective for the calendar year 2010 through 2013, provides for an annual license stipend of \$0.48 per hour for each license that is at or below the maximum class license required for the Water System; and

WHEREAS, Dustin Hingel, currently holds T-1 and T-2 licenses.

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

1. Dustin Hingel is entitled to an additional license stipend of \$0.48 per hour pursuant to the Authority’s Employee Association Agreement effective retroactively to February 6, 2014.
2. This additional stipend will be subject to all statutory deductions such as but not limited to taxes, medical benefit contributions, pension/life contributions, etc.
3. This resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: November 5, 2014

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve Resolution 14-11-E. Motion was carried by the following vote:

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

CHRISTINE KATTERMANN COMPENSATION

Topic discussed in Closed Session.

DAVE CARSWELL RETROACTIVE LICENSE COMPENSATION

Topic discussed in Closed Session.

APPROVAL OF MEETING MINUTES

A change was requested to the September 10, 2014 minutes in the last bullet under Leak Adjustment Policy. The second sentence will be changed to “If the leak goes into more than one quarter...”. Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve 9/10/14 with the directed change, 10/1/14 and 10/8/14 Meeting Minutes.

Motion was carried by the following vote:

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

SEPTEMBER CHECKBOOK REGISTER

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve the September 2014 Checkbook Register.

Motion was carried by the following vote:

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

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

OCTOBER CHECKBOOK REGISTER

Topic tabled until next meeting.

AUGUST & SEPTEMBER BILLING ADJUSTMENTS

Motion was made by Mr. Mascott, and seconded by Mr. Akin, to approve the August and September 2014 Billing Adjustments. Motion was carried by the following vote:

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

VOUCHERS OVER \$5,000

Motion was made by Mr. Akin, and seconded by Mr. Babb, that the vouchers for Passaic Valley, dated 10/22/14 for \$5,737.50, Accurate Waste, dated 10/27/14 for \$8,198.55, Edmunds & Assoc., dated 10/27/14 for \$9,029.00, DJ Egarian, dated 10/17/14 for \$16,687.50, Hayes Pump, dated 10/21/14 for \$16,789.00 and Kenvil Weldery dated 10/24/14 for \$13,100.00 be approved for payment and authorized by the signature of the proper official. Motion was carried by the following vote:

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

SHUT OFF FOR NON-PAYMENT POLICY

A policy was recommended for customers that are not subject to tax sale. Initially a different policy is recommended for customers who were on the tax sale list that will include a payment plan until everyone is caught up. It was recommended to move up the shut off date and shorten the period of time prior to the shut off date. For the next meeting, the policy will be revised and the second policy will be developed with a payment plan for balances over a specific threshold.

2015 RATES

**RESOLUTION
WATER AND SEWER 2015 RATE REVISION**

No. 14-11-B

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") is authorized from time to time to revise its rate schedule of service charges to ensure that the revenues of the Authority will at all times be adequate to pay the expense of operation and maintenance of its utility system; and

WHEREAS, the revised rate schedule shall be approved after adequate notice and public hearing; and

WHEREAS, it is in the best interest of the Authority to provide adequate notice and proceed with the public hearing on the revised rate schedule as set forth below.

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

1. That adequate notice be provided and a public hearing be scheduled regarding the following proposed Residential, Commercial, Industrial and Municipal Rate Schedules for water and sewer services:

III. USER FEES

A. Water User Fees -

1. Single Family Homes - Rates shown for Quarterly Billing for each residential unit:

a. Metered

..... GALLONS RATES	
Base	Less than	Base	Plus ¹
0	7,500	\$ 70.05	\$ 0.00
7,500	17,500	\$ 70.05	\$ 3.22
17,500	27,500	\$ 102.28	\$ 7.90
27,500	32,500	\$ 181.24	\$ 8.77
32,500	42,500	\$ 225.08	\$ 10.52

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

42,500	52,500	\$ 330.29	\$ 12.74
52,500	85,000	\$ 457.65	\$ 16.74
Over	85,000	\$ 1,001.61	\$ 20.51

¹ - Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

- b. Unmetered - \$ 177.20 per quarter.
2. Apartments, Multi-Family, Commercial, Industrial, Public, & Commercial Condominium:
a. Metered

..... GALLONS RATES	
Base	Less than	Base	Plus ¹
0	7,500	\$ 70.05	\$ 0.00
7,500	17,500	\$ 70.05	\$ 3.22
17,500	27,500	\$ 102.28	\$ 5.85
27,500	32,500	\$ 160.77	\$ 7.44
32,500	42,500	\$ 197.99	\$ 7.49
42,500	52,500	\$ 272.85	\$ 8.11
52,500	85,000	\$ 353.91	\$ 8.47
Over	85,000	\$ 629.31	\$ 9.25

¹ -Rate per 1,000 gallons or part thereof over the Base Gallons indicated.

- b. Unmetered - \$157.65 per quarter.
3. *Historical* - \$9.73 per quarter.
4. *Fire Hydrant Rental* -
a. *Annual Charge* - There shall be a charge of \$95.00 per year, payable on January 1st of each year, for each fire hydrant, public or private, connected to the Authority's Water Distribution System, regardless of frequency of use or volume of water consumed.
b. *Temporary Use* - Fire Hydrant permit may be obtained at the WTMUA Office at a cost of \$25.00 for the first week or part thereof and \$20.00 for each subsequent week or part thereof for any use over one week plus \$12.00 per 1,000 gallons or part thereof used. For any use requiring a 3" meter, the fee shall be \$75.00 per week plus \$12.00 per 1,000 gallons or part thereof used in addition to a \$300.00 refundable security deposit.

B. Sewer User Fees –

Unit Type	Per Quarter ¹	Per Year
Single Family Homes	\$ 285.67	\$ 1,142.68
Apartments & Multi Family ²	\$ 285.67	\$ 1,142.68
Commercial, Industrial, Public, Commercial Condominium, Public Education ³	\$ 285.67	\$ 1,142.68
Public - Unoccupied	This category shall be exempt from annual sewer user fee.	
Historical	\$ 17.50	\$ 70.00

1 - All Sewer Users Fees are payable in advance of the quarter in which the service is provided.

2 - For Each Residential Unit.

3 - The quarterly and annual rates show are a base charge which shall be multiplied by the EDU for the facility, plus any surcharge as determined by the WTMUA based on the chemical characteristics of the effluent

C. Interest Charges (Water & Sewer): Delinquent Accounts - An interest charge of 1-1/2% per month shall be imposed for User Fees not paid within 30 days of billing date.

D. Financial Hardship Rate (Water & Sewer): Persons 65 years or older and certain disabled persons, meeting the eligibility requirements set forth in N.J.S.A. 40:14B-22.2, shall, upon request, be granted a rate reduction of

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

twenty-five percent (25%) of each quarterly billing. Persons making a request for a rate reduction shall furnish the Authority with adequate proof of eligibility under N.J.S.A. 40:14B-22.2. Eligibility shall be confirmed annually.

E. Wastewater Management Plan Amendment:

1. Application Fees: To cover initial review and feasibility determination of WMP amendment, there shall be a non-refundable charge of \$500.00 per parcel.
2. Fees for preparation of WMP amendment: To cover the costs to prepare and submit an amendment of the WMP, a fee of \$1500.00 per parcel shall be charged for each parcel. The fees shall be deposited in an escrow account. If any additional funds are required to complete the preparation and submission of the amendment, the applicant shall submit the additional funds before any additional work is performed. Any funds remaining after the amendment is submitted and the DEP completes their review and makes a final decision on the amendment shall be returned to the applicant. If more than one applicant makes a request for an amendment of the WMP in the same time frame, the cost of the preparation and submission of the amendment shall be borne by the applicants in proportion to the size of the properties involved in the request.

F. Miscellaneous Charges Related to Sewer and Water Service:

1. Property Occupant Transfer Fee - There shall be a charge of \$30.00 for any requested reading of a subject water meter pursuant to a tax search request or other request for information pursuant to an occupant transfer due to a real estate title settlement/transfer or any other reason requiring the transfer of water use obligations from one person to another. This fee will increase to \$50 for any request that provides less than 24 hour notice.
2. Meter Testing - Upon request of the Owner, the meter shall be removed, replaced and tested. No charge shall be made if the meter is found inaccurate by more than 3%. Where applicable, pro-rated adjustments shall be made for past quarterly bills for a period of not to exceed one year. For meters found to be functioning properly, a charge of \$70.00 for Authority personnel to change the meter and arrange for testing plus all direct costs to the Authority plus 15% including, but not limited to, the replacement meter and testing.
3. Meter Repair - Repair of frozen meter or meters damaged by user's negligence: cost (labor & meter) plus 15%.
4. Water Shut-Off:
 - a. At Owner's Request - For shutting off water when 24 hours or more notice is given: \$15.00
 - b. Less Than 24 Hour Notice - For shutting off water at Owner's request when less than 24 hours notice is given in a non-emergency situation: \$50.00
 - c. Non-Payment - For administration and physical shut off water for non-payment of bill: \$50.00.
5. Water Turn - On - For turning on water after shut-off for any reason: \$15.00.
6. Repairs - For any repairs made by the Authority on the property of a customer in lieu of work being performed by the customer, the customer will be billed, by the Authority, at \$55.00 per hour for Authority personnel directly involved in such repair plus the all direct cost incurred by the Authority plus 15%.
7. Backflow Prevention Permit - A Permit is required for all backflow prevention devices required by the Authority's Cross-Connection Control Program. An application fee of \$50.00 shall be due at the time of filing for the initial permit. For labor required for any inspection conducted by the Authority and any reinspection, there will be a charge of \$50.00. There shall be a subsequent annual fee of \$25.00 for each permit which will include one annual inspection. Any other costs incurred by the Authority as part of this program shall be charged at direct cost plus 15%.

G. Returned Checks Fee (Water & Sewer)

There shall be a charge of \$42.00 for checks returned to the MUA due to insufficient funds or the like. Such charge shall be imposed each occurrence of a returned item.

2. This Resolution shall take effect immediately upon passage according to law.

INTRODUCED AND PASSED: November 5, 2014

Motion was made by Mr. Babb, and seconded by Mr. Akin, to approve Resolution 14-11-B. Motion was carried by the following vote:

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

**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
November 5, 2014**

245 OLD TURNPIKE RD LEAK ADJUSTMENT

A timeline was provided as requested.

Motion was made by Mr. Mascott, and seconded by Mr. Akin, to provide the Leak Adjustment for one quarter only.

Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Mascott, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

LEAK ADJUSTMENT POLICY

Tabled until next meeting

NEW WELL ON SMITH PROPERTY

The Ag Board, will not allow use of the farm road for access to the well since it does not qualify for exemption for non-commercial use on a preserved farm.

PRIVATE WELL PERMIT

Confirmation of Farmland Assessment Status will be requested from applicable customers. The form of permit will be reviewed and provided for Meier Brothers and Killians pursuant to Closed Session discussion. Seals and Hockenbury will be advised that all residents are required to connect to the public water system. Proof that the property is Farmland Assessed or qualifies for Farmland Assessment per the Authority's Rules and Regulations will need to be provided before the private well will be approved.

CLIFFSIDE PARK

One of the stipulations to the sale of Cliffside's water system is that the Authority needs to approve the sale. The Authority requires that something be put in place to settle the defaulted loans and prevent any further loans from defaulting. The Authority needs a solution ensuring the money lent to Cliffside Park residents to improve their water system will be reimbursed. Water shut off for non-payment of mortgages was suggested.

APPEAL OF APPLICATION FOR PRIVATE WELL – 240 PARKER RD

Tabled until meeting

APPEAL OF APPLICATION FOR PRIVATE WELL – 217 PARKER RD

Tabled until meeting

DIRECTOR'S REPORT

- Andrew from Town Hall has a check list from the State. One item is an update from the utility. He would like to have the Executive Director and Chairman to attend a Board Meeting to report on the Authority.

ADJOURNMENT

Motion was made by Mr. Babb, and seconded by Mr. Mascott, to adjourn the meeting. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Mascott, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Meeting Adjourned: 11:11 PM

Respectfully Submitted,
E. Jill Waller
Secretary