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**WASHINGTON TOWNSHIP MUA  
REGULAR MEETING  
July 8, 2015**

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The Regular Meeting of the W.T.M.U.A. was called to order at 7:35 PM on July 8, 2015. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 12, 2015. 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, Executive Secretary Waller, Attorney Gregory

**REGULAR MEETING**

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**SALUTE THE FLAG**

**DAVE CARSWELL RETROACTIVE LICENSE COMPENSATION**

<p><b>RESOLUTION AUTHORIZING SETTLEMENT WITH DAVID CARSWELL FOR CLAIM FOR RETROACTIVE WATER LICENSE COMPENSATION</b></p>
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No. 15-07-A

**WHEREAS**, on February 25, 2014, the Washington Township Municipal Utilities Authority (“Authority”) was notified that the NJ DEP, Bureau of Safe Drinking Water (“DEP”), 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 reclassified the required Water Treatment licensed operator for the Schooley’s Mountain Water System from a T-1 to a T-2; and

**WHEREAS**, the Authority Employees Association contract provides for additional compensation for each license that is at or below the maximum class license required for the Water System; and

**WHEREAS**, on July 2, 2014 the Authority approved additional compensation to David Carswell effective February 6, 2014; and

**WHEREAS**, David Carswell on March 26, 2014 formally requested the additional compensation be calculated and paid retroactive to the year 2000; and

**WHEREAS**, the Authority reviewed the validity of this claim and consulted with legal counsel regarding the merits of this claim and based upon this review denies the validity of claim; and

**WHEREAS**, in the interest of resolving this claim without further dispute, it is in the best interest of the Authority to resolve and settle all disputes arising out of this claim as set forth in the attached Release and Settlement Agreement.

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

1. Upon execution of the attached Release and Settlement Agreement by David Carswell, the Executive Director is hereby authorized to pay to David Carswell the total amount of \$8,500.00 for the complete release and settlement of this matter.
2. This resolution shall take effect immediately pursuant to law.

**INTRODUCED AND PASSED:** July 8, 2015

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve Resolution 15-07-A. Motion was carried by the following vote:

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

**DUSTIN HINGEL RETROACTIVE LICENSE COMPENSATION**

This topic will be discussed in Closed Session.

**REVISION TO PERSONNEL POLICIES AND PROCEDURES MANUAL**

This has been tabled until next meeting.

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**APPROVAL OF MEETING MINUTES**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to approve June 3, 2015 Open Meeting Minutes with the indicated changes. Motion was carried by the following vote:

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

**APPROVAL OF RESOLVED CLOSED MEETING MINUTES**

Motion was made by Mr. Babb, and seconded by Mr. Akin, to approve January 17, 2011, February 21, 2011, March 2, 2011 and April 6, 2011 Closed Meeting Minutes. Motion was carried by the following vote:

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

**JUNE CHECKBOOK REGISTER**

Motion was made by Mr. Mascott, and seconded by Mr. Akin, to approve the June 2015 Checkbook Register. Motion was carried by the following vote:

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

**VOUCHERS OVER \$5,000**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, that the vouchers for NJDEP dated 5/7/15 for \$5,794.47, US Bank dated 6/1/15 for \$7,327.50, Passaic Valley Sewerage Commission dated 5/20/15 for \$6,457.50, Winner Ford dated 6/11/15 for \$28,400.00, Liquid Engineering dated 5/28/15 for \$11,900.00, Passaic Valley Sewerage Commission dated 6/17/15 for \$7,897.50, Toby Barkman, dated 6/12/15 for \$7,116.90, Gregory and Reed dated 6/3/15 for \$5,996.00, and RIO Supply dated 5/18/15 for \$41,520.00 be approved for payment and authorized by the signature of the proper official. Motion was carried by the following vote:

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

**APRIL BILLING ADJUSTMENTS**

This topic was tabled until next meeting.

**BID THRESHOLD**

<b>RESOLUTION AUTHORIZE BID THRESHOLD INCREASE</b>
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No. 15-07-E

WHEREAS, the recent changes to the Local Public Contracts Law gave local Contracting units the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed; and

WHEREAS, the Washington Township Municipal Utilities Authority has appointed a Qualified Purchasing Agent in accordance with N.J.A.C. 5:34-5 et. Seq. ; and

WHEREAS, the Washington Township Municipal Utilities Authority (The Authority) wishes to take advantage of the increased bid threshold:

NOW, THEREFORE, BE IT RESOLVED, that The Authority, in the County of Morris and State of New Jersey, hereby increases its bid threshold to \$40,000; and

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately in accordance with law.

**INTRODUCED AND PASSED: July 8, 2015**

Motion was made by Mr., and seconded by Mr., to approve Resolution 15-07-E. Motion was carried by the following vote:

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

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**4 JANET DRIVE – REQUEST FOR PENALTY WAIVER**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to waive the penalty as requested for 4 Janet Drive. Motion was carried by the following vote:

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

**11 DOGWOOD – REQUEST FOR RETURNED CHECK FEE WAIVER**

Motion was made by Mr. Mascott, and seconded by Mr. Akin, to waive the bounced check fee as requested for 11 Dogwood. Motion was carried by the following vote:

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

**CROSS COUNTRY BOOSTER CLUB USE OF AUTHORITY DRIVEWAY FOR FUND RAISER**

Motion was made by Mr. Akin, and seconded by Mr. Mascott, to authorize the Cross Country Booster Club to use the Authority driveway for a fund raiser. Motion was carried by the following vote:

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

**WATER THEFT FROM FIRE HYDRANTS**

Rings will be added to the fire hydrants stating that drawing water from the hydrants is illegal and notices will be added to the bills for customers to advise the Authority if they see anyone taking water from the hydrants. The Board authorized the Executive Director to pursue the option of a Township Ordinance for penalties associated with theft of water. Attorney Gregory will look into criminal codes on theft of services.

**50 ROUTE 24 – PRIVATE WELL APPLICATION**

The specifics of the situation were reviewed. The Church has not determined if they need the private well as yet.

**TOWNSHIP GREEN FESTIVAL PARTICIPATION**

The Township is currently accepting applications for participation in the Green Festival. The Executive Director will not be able to attend and is requesting Commissioners to help man the table. Mr. Cullen will be there for the Rec Committee and will work with the Executive Director to cover the table.

**DIRECTOR'S REPORT**

- Parker Rd. project is almost 100% completed. EPA is closing the project on July 15<sup>th</sup>. The Church connection has not been resolved. Some of the wells have not been capped and need some additional resolution. All Authority billing must be submitted by the 15<sup>th</sup>. If a problem arises during the warranty period, the Authority can try to approach the EPA for reimbursement. There is no anticipation of any big problems, but settling may require some repair work to lawns and areas of pipe the line. The Authorities involvement may be minimal. The Board will support the Executive Director's position to push for an extension of this date through the warranty period. The original agreement was that the EPA would pick up all cost related to the project. The 15<sup>th</sup> deadline counters this deal. The usage for the first billing has been collected. Only one property has excessive usage that suggests a leak. There is a line that extends from the house to a building on the back of the property. A leak could be there.
- There are seven or eight barrels of old water meters that needs to be scrapped. Since they aren't clean, the value is reduced. There is between 2,000 or 3,000 pounds. The cost to haul the meters to a scrap yard is the responsibility of the Authority. The Board agreed to allow the Executive Director to select the best option for the disposal.
- The average cost to hire a plumber vendor to install a meter is \$160 per meter. It has been determined that it is less expensive to use inside personnel.
- The LVSTP operation has improved. Weekend personnel coverage has reduced without incident. Sludge thickness has increased.
- Two delinquent accounts were shut off this week, and the customers provided the delinquent payments. Shut off repairs are being made to the shopping center in anticipation of shutting off the water. The Executive Director discussed the shut off plan with the owner. The business owners will be advised prior to the water being shut off. It was recommended to give the business owners as much notice as possible.

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- The sale of the Cliffside Park water system appears to be moving forward.
- There was a significant increase in water infiltration into the Schooley's Mountain sewer system. The Long Valley system has not increased. A crack was found in a former repair in an easement. A temporary repair has been made. Additional work needs to be done in the easement. The easement also has a DPW drainage easement. The Executive Director will talk with the DPW to see if the repairs can be made jointly.
- The lost water report was discussed. The percentage is down to 40%. Identifying the leaks has proven to be a difficult process in the effort to reduce the percentage of lost water.
- The Sandt Lane extension was discussed. The cost may be prohibitive to the customers. Another route for the extension may have to be considered.
- The next steps for the new well on the Schooley's Mountain Water System is to get approval from the Board of Education for the easement for the pump building, the access road and the water main.
- The Chairman advised that the Executive Director did a nice job on the presentation to the Township Committee.
- A recommendation was made that the water restrictions be opened up to odd and even days without time of day restrictions. That would be possible once the new well is brought online.

**CLOSED SESSION – 9:00 PM**

<b>RESOLUTION CLOSED SESSION</b>
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No. 15-07-D

**WHEREAS**, it is necessary for the Washington Township Municipal Utilities Authority to discuss a matter relating to Personnel and Contract Negotiations 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:** July 8, 2015

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 15-07-D. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**OUT OF CLOSED – 10:21 PM**

**ADJOURNMENT**

Motion was made by Mr. Babb, and seconded by Mr. Akin, 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: 9:42 PM

Respectfully Submitted,  
E. Jill Waller, Secretary