
**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
May 4, 2016**

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 PM on May 4, 2016. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 5, 2016. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Cullen, Akin, Babb
Alt. Members Present: Messrs. None
Members Absent: Messrs. Napolitano, Popper
Alt. Members Absent: Messrs. None
Staff Members Present: Executive Director (ED) Pucilowski, Executive Secretary Waller, Attorney Gregory

REGULAR MEETING

SALUTE THE FLAG

APPROVAL OF MEETING MINUTES

Motion was made by Mr. Babb, and seconded by Mr. Akin, to the March 2, 2016 and the April 6, 2016 Meeting Minutes with minor changes to the April 6, 2016 Minutes. Motion was carried by the following vote:

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

APRIL CHECKBOOK REGISTER

Motion was made by Mr. Babb, and seconded by Mr. Akin, to approve the April checkbook register. Motion was carried by the following vote:

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

FEBRUARY & MARCH BILLING ADJUSTMENTS

This topic was tabled.

VOUCHERS OVER \$5,000

Motion was made by Mr. Akin, and seconded by Mr. Babb, that the vouchers for DJ Egarian dated 3/31/16 for \$5,333.75, Toby Barkman Excavation dated 3/25/16 for \$5,817.61, and Nisivoccia dated 4/15/16 for \$12,535.00. Motion was carried by the following vote:

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

PNC BANK ACCOUNT AUTHORIZED REPRESENTATIVES

RESOLUTION AUTHORIZED SIGNORS FOR PNC BANK

No. 16-05-A

WHEREAS, the PNC Bank ("the Bank") is a designated a depository of the Washington Township Municipal Utilities Authority ("the Authority"); and

WHEREAS, the Authority appoints Committee members as designated representatives authorized to sign and make changes to the Authority accounts with the Bank; and

WHEREAS, Vincent Kramer, an authorized representative for the Authority Bank accounts, has retired from the Authority Committee; and

WHEREAS, it is in the best interest of the Authority to remove Vincent Kramer as a signor on the Bank accounts.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority, that the following Committee Members are designated as the only authorized representative for the Bank:

1. Walter Cullen
2. Mark Napolitano
3. Donald Babb

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BE IT FURTHER RESOLVED that this resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: May 4, 2016

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 16-05-A. Motion was carried by the following vote:

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

PNC BANK PIN HOLDER AUTHORITY AT US BANK

RESOLUTION US BANK AUTHORIZED PNC BANK PIN HOLDER
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No. 16-05-B

WHEREAS, PNC Bank is a designated depository of the Washington Township Municipal Utilities Authority (“the Authority”); and

WHEREAS, US Bank is a designated administrator of bond funding obligations authorized by the Authority to electronically transfer funds into or from designated Authority bank accounts with PNC Bank, disburse the withdrawn funds to Authority escrow accounts with US Bank and pay Authority bond obligations according to the bond schedules; and

WHEREAS, PNC Bank requires the Authority to designate specific employees of US Bank to be a PIN Holder providing only those US Bank employees with the authority to electronically transfer funds to and from the Authority designated PNC Bank accounts; and

WHEREAS, it has come to the Authority’s attention that the current authorized PIN Holder list includes US Bank employees who are no longer with US Bank; and

WHEREAS, it is in the Authority’s best interest to update the US Bank PIN Holder authorization.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority to designate the following US Bank employees as authorized PNC Bank PIN Holders:

4. Caroline Hunter, US Bank Trust Analyst
5. Anna Rossi, US Bank Trust Analyst
6. Linda Mulholland, US Bank Trust Analyst
7. Bertha McClean, US Bank Trust Analyst
8. Thomas O’Connell, US Bank Trust Analyst
9. Nicoleta Edwards, US Bank Trust Analyst

BE IT FURTHER RESOLVED that this resolution shall take effect immediately pursuant to law.

INTRODUCED AND PASSED: May 4, 2016

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 16-05-B. Motion was carried by the following vote:

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

2015 AUDIT

The 2015 Audit was provided along with the draft Resolution in preparation for a vote and certification at the next meeting.

EXPENDITURE REQUEST

The shaft repair issues were reviewed and discussed. The option of repairing the shaft in place was discussed. Another vendor was recommended by Roxbury Sewer and will be contacted.

Motion made by Mr. Akin, and seconded by Mr. Babb, to authorize the Executive Director to spend over \$5,000 on the RBC shaft repair at the SMSTP. Motion was carried by the following vote:

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

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Motion made by Mr. Akin, and seconded by Mr. Babb, to authorize the Executive Director to expend over \$5,000 to replace the Old Farmers Sewer Pump Station VFD. Motion was carried by the following vote:

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

EPL PROGRAM UPDATE

The Executive Director discussed his recommendation to include items within the Personnel Policies and Procedures Manual that the JIF does not require. The concern is to meet the JIF EPL program requirements prior to the deadline. It is recommended to approve the PPPM for the JIF as soon as possible. Any further policy changes can be made at a later date. For the next meeting, the Executive Director will present a draft version for approval.

OPERATION STAFFING / LVSTP OPERATIONS

The Employee Association has not responded to the latest offer which is holding up a decision on this topic. The Executive Director will verify with the Labor Attorney that a new hire could be required to work weekends. Without the EA Agreement settlement, a new hire would have to be at the Maintenance level rather than a Laborer level. Originally the plan was to bring in a Laborer to learn the sewer plants. It was discussed moving Pete to this position and hiring someone to cover the meter readings.

Additional discussion to take place in Closed Session.

WATER CHARGE ADJUSTMENT POLICY

This topic was tabled until last meeting

69 SCHOOLEY'S MTN RD WATER PRESSURE

This customer's water pressure is 20 psi and the neighbor is 21 psi. The Rules and Regulations require new developments to install booster pumps for under 30 psi. The cost of the pump and installation is estimated at \$3,800. The DEP requires that the Authority provides 20 psi at the lowest level.

Motion made by Mr. Akin, and seconded by Mr. Babb, to deny the customer's request to pay for the installation of a booster pump. The decision was based on the investigation determination that the Authority is currently providing the minimum required psi and it has been determined that there is no safe way to increase the psi on the line. Motion was carried by the following vote:

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

NJWSA CONTRACT

RESOLUTION NEW JERSEY WATER SUPPLY AUTHORITY CONTRACT
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No. 16-05-D

WHEREAS, the Washington Township Municipal Utilities Authority (the Authority) is the owner and operator of water systems within the Township of Washington, Morris County, New Jersey; and

WHEREAS, the Authority has a water allocation permit issued by the New Jersey Department of Environmental Protection (NJDEP) which regulates the withdrawal of water used to supply the Authority's customers; and

WHEREAS, one condition of the allocation permit requires the Authority to contract with the New Jersey Water Supply Authority (NJWSA) for the consumptive portion of the increase in the Authority's allocation; and

WHEREAS, after investigation, it is recommended that the Authority execute a contract with the NJWSA for the consumptive portion of the increase in the Authority's allocation.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority in the County of Morris and in the State of New Jersey on this 4th day of May 2016 as follows:

1. The Executive Director is hereby authorized and directed to enter into a contract with the New Jersey Water Supply Authority for the consumptive portion of the increase in the Authority's allocation in the form attached hereto, or in similar form as approved by the Authority's attorney, and made a part hereof as schedule A.
2. This Resolution shall take effect as provided by law.

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INTRODUCED AND PASSED: May 4, 2016

Motion was made by Mr. Babb, and seconded by Mr. Akin, to approve Resolution 16-05-D. Motion was carried by the following vote:

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

SHARED SERVICES WITH WASHINGTON TOWNSHIP GASOLINE PURCHASES

**RESOLUTION
SHARED SERVICES WITH WASHINGTON TOWNSHIP
GASOLINE PURCHASE**

No. 16-05-E

WHEREAS, the Washington Township Municipal Utilities Authority (the Authority) and the Township of Washington, in the County of Morris, New Jersey (the Township) previously entered into an Agreement for the purchase of fuel from the Township at the fuel depot on Rock Road; and

WHEREAS, this Agreement has now expired and all parties desire to renew this Agreement; and

WHEREAS, it is in the interest of the Authority to renew the Agreement with the Township regarding the purchase of fuel from the fuel depot on Rock Road.

NOW, THEREFORE, BE IT RESOLVED by the Washington Township Municipal Utilities Authority in the County of Morris and in the State of New Jersey on this 4th day of May, 2016 as follows:

1. The Executive director is hereby authorized and directed to execute the renewal Agreement with the Township of Washington regarding the purchase of fuel from the fuel depot on Rock Road in the form attached hereto.
2. This Resolution shall take effect as provided by law.

INTRODUCED AND PASSED: May 4, 2016

Motion was made by Mr. Babb, and seconded by Mr. Akin, to approve Resolution 16-05-E. Motion was carried by the following vote:

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

DIRECTOR'S REPORT

- The Executive Director had a conversation with the Bonding Attorney. He indicated that three quarters of the Infrastructure Trust loan is at 0% interest. There is also some loan forgiveness available. The next step is to meet with the Auditor to see how this will impact the rates. The process takes some time, but there is also an option for short term financing that will roll into the final bond. One concern with the short term financing is if the final cost comes in higher or lower than the initial loan. Additional information will be provided once the Executive Director investigates further.
- The Executive Director is waiting on the inadequate water supply response.
- The Executive Director anticipates that the majority of the regulated land restrictions will be resolved by the end of the year for the new well on the Smith Property.
- The homeowner at 56 E Fawnridge has made an appointment to have his meter inspected and replaced if possible.

CLOSED SESSION – 8:40 PM

**RESOLUTION
CLOSED SESSION**

No. 16-04-C

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

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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: April 6, 2016

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 16-04-C. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

OUT OF CLOSED – 8:47PM

WASHINGTON TOWNSHIP

Monday May 16th at 7:30, the Township Committee would like to honor the Authority Committee Members for volunteering their time on the Board. The Executive Secretary will send out an email to advise the Township how many Board Members will attend.

ADJOURNMENT

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

AYES: Messrs.: Cullen, Akin, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Meeting Adjourned: 8:50 PM

Respectfully Submitted,
E. Jill Waller
Secretary