
**WASHINGTON TOWNSHIP MUA
REGULAR MEETING
September 7, 2016**

The Regular Meeting of the W.T.M.U.A. was called to order at 7:32 PM on September 7, 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, Napolitano, Babb, Akin*
Alt. Members Present: Messrs. Whitmore
Members Absent: Messrs. Popper
Alt. Members Absent: Messrs. Autry
Staff Members Present: Executive Director (ED) Pucilowski, Executive Secretary Waller, Office Assistant Moranski, Attorney Gregory

*arrived at 7:37 PM; left at 10:04 PM

REGULAR MEETING

SALUTE THE FLAG

NEW BOARD MEMBERS

AJ Whitmore was sworn in by the Township. The Attorney will advise if Mr. Whitmore needs to be sworn in by the Authority as well

APPROVAL OF MEETING MINUTES

Motion was made by Mr. Babb, and seconded by Mr. Napolitano, to approve the August 3, 2016 Minutes. Motion was carried by the following vote:

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

AUGUST CHECKBOOK REGISTER

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

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

JUNE & JULY BILLING ADJUSTMENTS

Motion was made by Mr. Akin, and seconded by Mr. Napolitano, to approve the June and July Billing Adjustments. Motion was carried by the following vote:

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

VOUCHERS OVER \$5,000

Motion was made by Mr. Akin, and seconded by Mr. Napolitano, that the vouchers for Toby Barkman dated 8/23/16 for \$8,611.90, and Toby Barkman dated 8/23/16 for \$5,092.01 be approved for payment and authorized by the signature of the proper official. Motion was carried by the following vote:

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

PURCHASE AUTHORIZATION FOR ITEMS OVER \$5,000

The Executive Director requested authorization to purchase a number of items that will be taken from the capital budget and will each cost over \$5,000.

- Well meters must be replaced every five years per the Allocation Permit. Two quotes were obtained. The Executive Director will have the current meters tested to see if they need to be recalibrated or if they are accurate. Accurate meters will be reused when the meters need to be replaced in five years.
- Soil borings are required to see if the soil can handle the additional weight of lifting the High Ridge Tank.
- New vehicle plus add-ons through another vendor. The mechanics recommended not spending additional money on the current water truck. One truck will be kept as a spare or for the new employee if one is hired.

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There will be eight vehicles in service. One is used for chemical deliveries, three F250s with utility bodies, F250 pickup, a Ranger, Lester's vehicle and the new one.

- A snow plow for the new vehicle for plowing the Valley area. There are currently two trucks with plows and one plow needed a lot of repairs last year.
- LVSTP portable gantry crane to move chemical barrels to the lower level in the back plant building. The crane can also be used to reach the other pump at Bartley Pump Station.
- A grinder pump for Long Valley. This will be the last grinder pump needed in Long Valley for replacement. The pump is being purchased directly from the distributor.

Motion was made by Mr. Babb, and seconded by Mr. Akin, to authorize the above Capital Motion was carried by the following vote:

AYES: Messrs. Cullen, Napolitano, Akin, Babb, Whitmore

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

WATER MAIN BID

The Executive Director expects to advertise for bids in late October to replace the water main on Brookside Drive and a portion of the main on North Washington Valley Rd from LV Blvd just past Brookside Drive to the other side of the culvert. An additional amount will be added for a portion of South Washington Valley Rd if the project comes in under budget. The existing pipes will be plugged and capped. The Brookside line will increase from a 4" pipe to a 6" pipe. North Washington Valley will increase from a 6" line to an 8". These are the lines that have given the Authority the most trouble. The budget is \$365,000 but may be high. More water mains will need to be replaced.

RESOLUTION

**AUTHORIZING ADVERTISEMENT OF NOTICE TO BIDDERS FOR WATER MAIN REPLACEMENT ON
BROOKSIDE DR AND A PORTION OF NORTH WASHINGTON VALLEY RD**

No. 16-09-A

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority"), a water main replacement on Brookside Dr. and a portion of North Washington Valley Rd.; and

WHEREAS, it is anticipated that the annual cost of these services will exceed the bid threshold as set forth in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, for those contracts exceeding the bid threshold, the Local Public Contracts Law requires the public advertising for bids in the official newspaper of the contracting unit at least ten (10) days prior to the receipt of bids.

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

1. The Executive Director is hereby authorized and directed to publish a Notice to Bidders in the Authority's Official Newspaper to receive bids for the replacement of the water main on Brookside Dr. and North Washington Valley Rd.

2. Sealed bids are to be received at a time and place to be set by the Executive Director but in no case earlier than the time required by the Local Public Contracts Law.

3. The Executive Director shall prepare a bid report of all bids received to be considered by the Authority at its next meeting following the receipt of bids and, in the Authority's discretion, a contract will be awarded to the lowest qualifying bidder.

4. This Resolution shall take effect immediately.

INTRODUCED AND PASSED: September 7, 2016

Motion was made by Mr. Akin, and seconded by Mr. Napolitano, to approve Resolution 16-09-A. Motion was carried by the following vote:

AYES: Messrs. Cullen, Napolitano, Akin, Babb, Whitmore

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

CUSTOMER SHUT OFF

A number of customers have ignored the shut off notices. Six or seven have called to discuss. The Executive Director advised them that the first priority is to get off tax sale and a payment plan must be provided for the remaining balance. The Executive Director would like guidance from the Board on how long the customer should be allowed to pay the balance. The Executive Director recommends payment plans that make them current by the end of the year. The

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Board agreed to the Executive Director's recommendation. The Health Department has advised that water turn off does not create a health issue. The homeowner can purchase bottled water. The only concern is if the property has a tenant on the premises. The Authority's interest rate will be discussed at the next meeting.

OMG STATEMENTS OF CONSENT

This is required because a new TWA is needed since they moved the approved location of the grinder pump.

<p>RESOLUTION AUTHORIZING EXECUTION OF STATEMENT OF CONSENT FOR TWA-1 APPLICATION</p>
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No. 16-09-D

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") owns and operates a public sewerage treatment system within the Township of Washington; and

WHEREAS, Schooley's Mtn. Road Association, LLC ("Applicant") has requested that the Authority sign a Statement of Consent for Applicant's Treatment Works Approval Permit Application for the construction of a force main and pump station to connect a proposed restaurant, to be located a 141 Schooley's Mountain Road, Lots No. 2, 3 and 4 in Block No. 33, to the Schooley's Mountain sewerage treatment facility; and

WHEREAS, this Statement of Consent confirms that the plan to connect to the Authority's wastewater treatment system conforms to the Rules and Regulations of the Authority and the additional flow does not exceed permitted design capacity of the wastewater treatment facility; and

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 7th day of September, 2016 as follows:

1. Upon filing by the Applicant of a complete TWA Application with complete engineering plans and specifications in a form acceptable to the Executive Director, and the Executive Director confirming the Statement of Consent is accurate, the Executive Director is hereby authorized and directed to sign and deliver the requested Statement of Consent.
2. This approval is subject to the condition that Applicant shall file such applications with the Authority in the future as shall be required in connection with further development and occupancy of the site and pay all required costs and fees.
3. This resolution shall take effect according to law.

INTRODUCED AND PASSED: September 7, 2016

Motion was made by Mr. Babb, and seconded by Mr. Napolitano, to approve Resolution 16-09-D. Motion was carried by the following vote:

AYES: Messrs. Cullen, Napolitano, Akin, Babb, Whitmore

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

UNBILLED SEWER USER FEES

Hoffman Supply has not been billed for the sewer since they connected in 2008. It was discovered when the owners went to the Building Department for a permit. In 1999 they paid their connection fee and was granted an extension until a determination was made on the bypass that could affect the front of the property. In 2008 the Health Department certified that septic system was abandoned. The owner is willing to pay it off but would like to pay it in eight quarterly installments.

<p>RESOLUTION AUTHORIZING EIGHT QUATERLY PAYMENTS OF BACK DUE SEWER FEES</p>

No. 16-09-C

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") owns and operates a public sewerage treatment system within the Township of Washington; and

WHEREAS, Merlot, LLC ("Owner") is the owner of property know as Lot 6.01, Block 35 and known as 35 East Mill Road (the "Property"); and

WHEREAS, by Resolution adopted on or about May 5, 1999, the Authority granted current owner an extension to connect to the Authority's sewerage treatment plant because a portion of the Property was designated to be taken by the County of Morris as part of the road realignment known as the Long Valley Bypass; and

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WHEREAS, on or about January 17, 2008, and because the Bypass project was abandoned, the Property connected to the Authority's sewerage treatment plant; and

WHEREAS, although the Property was connected as aforesaid, sewer bills were never sent to the owner of the property, nor payments made, for a current balance due for sewer fees in the amount of \$13,485.78; and

WHEREAS, Owner has agreed to pay the outstanding balance, but has requested that he be allowed to pay over the next eight quarters along with Owner's regular sewer bill.

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 7th day of September, 2016 as follows:

1. The Executive Director is hereby authorized and directed to waive all outstanding interest on the outstanding balance for unpaid sewer bills on this Property and inform the Owner that he is permitted to pay the outstanding balance over the next eight quarters along with the regular sewer bill beginning in October 2016.
2. This resolution shall take effect according to law.

INTRODUCED AND PASSED: September 7, 2016

Motion was made by Mr. Babb, and seconded by Mr. Napolitano, to approve Resolution 16-09-C. Motion was carried by the following vote:

AYES: Messrs. Cullen, Napolitano, Akin, Babb, Whitmore

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

2016 TOWNSHIP GREEN FESTIVAL

The Township Green Festival is this Saturday from 4 PM to 10 PM. The booths are opened until about 6 PM. Walt Cullen will be manning both the Recreation and Authority Booths. If anyone can come out to help him, it would be appreciated.

AEA DIRECTOR

The Association of Environmental Authorities would like to speak at an Authority Public Meeting. The next meeting is September 21, 2016 for budget discussions. It was agreed to invite her for October 5th meeting.

LABORER SAMPLE JOB DESCRIPTION

The Executive Director provided a sample job description for the laborer position. The recommended salary is \$12-15/ hour.

BARTLEY PUMP STATION SUBDIVISION TO NEIGHBOR

The Executive Director is getting a quote on the cost of the subdivision for the resident. A check list was created by the Township Engineer for discussion. One of the items is a waiver for the wet lands. This could be difficult for the resident to obtain. The resident would like to readdress this subdivision. The Executive Director will meet with the Township Engineer. It was noted that the well near the proposed driveway is not potable water.

5 STONE HILL COURT REQUEST FOR ADJUSTMENT

The customer was in arrears and could not get the receipts from the contractor. The Board was asked to review the documentation and a decision will be made at the next meeting.

HIGH RIDGE TANK REHAB / REPLACEMENT

Per the presented report, if the soil borings show that the tank can be raised, the tank would need to go up three rings to satisfy the pressure and fire flow issues. Taking the tank out of service while maintaining an effective system will remain a challenge making a need for another tank with roughly 200,000 gallons of storage. A new tank next to High Ridge and dismantle the old tank would be a short term solution since the new tank will need to be taken out of service for repair and maintenance. Two tanks on the same site would be complicated to keep the water fresh. Additionally the new tank would be on Green Acres land. To use that land for the new tank will require a land swap of three or five to one. Nothing can happen until SM23 is operational. The Authority's Engineer provided a memo with the options outlined and the capital budget addresses the steps involved. As part of all the options, the water main on Ann Rd. needs to be connected to the main on Spring Ln which will help improve fire flow.

2017 CAPITAL BUDGET

The Capital Budget was presented for Board review. Further discussion will happen at the next meeting.

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DIRECTOR'S REPORT

- Repaired a water leak on Amherst and Quail. Today a water leak on Partridge is being repaired today. Barkman was doing a curb box repair today and hit a gas line which affected water service to several residents.
- The vehicles are going to Board of Education to be evaluated in plans of sharing services. Vehicle repair policies must be changed to include ED approval and parts to review.
- Cyber security getting additional quotes
- The fans in RBC unit are in and functioning. Vents have been opened up and air circulation is much improved. The fans are controlled manually. They
- VFD replaced at the Old Farmers Rd pump station.
- Finishing excavation spec put out to bid by end of September. Changes are being made to the rejected bid.
- The DEP has issued a drought watch. The Authority's water restrictions end in eight days and no rain is predicted within that time. The Executive Director may want to extend the restrictions due to the Drought Watch. The Executive Director advised that he may ask to extend the restrictions at the Sept 21st meeting. The water tanks are in good shape. If the tanks have trouble filling, there will be the need to extend restrictions. In the Fall, customers will begin seeding. It was recommended by the Board not to let them expire and to continue the restrictions. A motion was raised to extend them during this meeting. Motion was made by Mr. Babb, and seconded by Mr. Akin, to extend the current water restrictions until October 15, 2016. Motion was carried by the following vote:
AYES: Messrs. Cullen, Akin, Babb, Whitmore
NAYS: Messrs.: Napolitano
ABSTAIN: Messrs.: None
- In the packet there is a letter from PERC asking Mr. Carswell to verify the impasse. Since he was on vacation he received it last Tuesday. If he doesn't respond the letter states that a mediator will be assigned.

CLOSED SESSION – 10:05 PM

RESOLUTION CLOSED SESSION

No. 16-09-B

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 aforesaid matter will be discussed.

INTRODUCED AND PASSED: September 7, 2016

Motion was made by Mr. Babb, and seconded by Mr. Napolitano, to approve Resolution 16-09-B. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Babb, Whitmore
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

OUT OF CLOSED – 10:15 PM

ADJOURNMENT

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

AYES: Messrs.: Cullen, Napolitano, Babb, Whitmore
NAYS: Messrs.: None
ABSTAIN: Messrs.: None

Meeting Adjourned: 10:16 PM

Respectfully Submitted, E. Jill Waller, Secretary