

---

---

**WASHINGTON TOWNSHIP MUA  
REGULAR MEETING  
December 19, 2017**

---

---

The Regular Meeting of the W.T.M.U.A. was called to order at 7:35PM on December 19, 2017. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News on February 2, 2017. Notice was also posted on the Municipal Building Bulletin Board.

Members Present: Messrs. Cullen, Akin, Babb  
Alt. Members Present: Messrs.  
Members Absent: Messrs. Napolitano, Sparone  
Alt. Members Absent: Messrs. Autry, Whitmore  
Liaison Present: Messrs. Forsbry  
Staff Members Present: Executive Director (ED) Pucowski, Executive Secretary Waller, Attorney Gregory

**REGULAR MEETING**

---

**SALUTE THE FLAG**

**APPROVAL OF MEETING MINUTES**

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve the 11/1/17 Minutes. Motion was carried by the following vote:

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

**VOUCHERS OVER \$6,000**

This topic was tabled until the next meeting.

**BILLING ADJUSTMENTS AUGUST, SEPTEMBER, OCTOBER, NOVEMBER**

This topic was tabled until the next meeting.

**APPOINT EXECUTIVE DIRECTOR**

<b>RESOLUTION APPOINTING EXECUTIVE DIRECTOR</b>
---

No. 17-12-J

**WHEREAS**, it is in the interest of the Authority to appoint Craig T. Spencer as the Executive Director of the WTMUA pursuant to the terms of the Offer Letter made a part hereof; 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 19<sup>th</sup> day of December 2017 as follows:

1. Upon the terms and conditions set forth on Exhibit A attached hereto, Craig T. Spencer is hereby appointed as the Executive Director of the Washington Township Municipal Utilities Authority.
2. This resolution shall take effect according to law.

**INTRODUCED AND PASSED:** December 6, 2017

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 17-12-J. Motion was carried by the following vote:

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

**LVSTP SEWER OPERATOR**

The Employee Association response was discussed. Prior issues with the LVSTP and the changes that occurred as a result were reviewed. When the laborer is hired, many of the changes will end. Additionally, Les has no problem going back into the rotation. The salary was countered by the Association to one dollar less than what was presented by the Authority.

Motion was made by Mr. Akin, and seconded by Mr. Babb, that the salary of the Plant Operator will as the amount countered by the Association and the job will be advertised/posted. This decision to be memorialized at the next meeting with a Resolution.

---

---

**WASHINGTON TOWNSHIP MUA  
REGULAR MEETING  
December 19, 2017**

---

---

Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**CARRY OVER VACATION TIME**

Motion was made by Mr. Akin, and seconded by Mr. Babb, to authorize the Executive Director to allow Bob Carpenter and Dustin Hingel to carry over all their unused vacation time that must be used by the end of March 2018. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Akin, Babb

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

**6 ELM COURT**

The Executive Director reviewed the customer's request to reduce his bill.

**DIRECTORS REPORT**

- The Public Supply Improvement Plan was submitted to the DEP. The copy will be provided once it is approved.
- The forester looked at trees and has spoken to the Highlands Group. The result should be positive.
- There was a leak on Old Farmers Rd last week near the post office. The leak was a result of the service connection on the main. The Authority is planning to eventually replace this older portion of line. There was a County Dispatch issue and will be addressed with the Dispatch Office. The policy for boil notices were reviewed which was not needed in this situation since the line was never completely shut down. A Nixel notification will be used in future breaks.
- The Executive Director is looking into installing GPS on Authority vehicles. Device is \$99 and \$10 monthly fee. Spoke to Roger Reede at DPW has three vehicles and is hoping to add more vehicles. More detail to be provided.

**SHARED SERVICES – LAWN CARE**

The Township agreed to a one year agreement and added the Winay Pump Station.

<p><b>RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF WASHINGTON FOR LAWN MOWING AND LANDSCAPE MANAGEMENT</b></p>
---

No. 17-12-M

**WHEREAS**, on December 2, 2015 the Washington Township Municipal Utilities Authority (The Authority) approved Resolution 15-12-G authorizing a Shared Services Agreement with the Township of Washington for lawn mowing and landscape management; and

**WHEREAS**, that said Agreement expired on October 31, 2017; and

**WHEREAS** it has been determined that it is advisable and beneficial to renew the shared services agreement with the Township of Washington for the provision of lawn moving and landscape management of Authority property; and

**WHEREAS**, shared services are permitted under the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq.; and

**WHEREAS**, The Authority is agreeable to enter into the attached Agreement with The Township of Washington for the aforesaid purpose,

**NOW, THEREFORE, BE IT RESOLVED** by The Washington Township Municipal Utilities Authority of the County of Morris, State of New Jersey, that The Authority is hereby authorized as follows:

1. The Executive Director is authorized to execute the attached Shared Service Agreement with the Township of Washington.
2. This resolution shall take effect immediately pursuant to law.

**INTRODUCED AND PASSED:** December 19, 2017

---

---

**WASHINGTON TOWNSHIP MUA  
REGULAR MEETING  
December 19, 2017**

---

---

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 17-12-M. Motion was carried by the following vote:

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

**SHARED SERVICES – FUEL**

<p><b>RESOLUTION SHARED SERVICES WITH WASHINGTON TOWNSHIP GASOLINE PURCHASE</b></p>
---

**No. 17-12-L**

**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 a Shared Services 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 19<sup>th</sup> day of December, 2017 as follows:

1. The Executive director is hereby authorized and directed to execute the attached Shared Services 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:** December 19, 2017

Motion was made by Mr. Akin, and seconded by Mr. Babb, to approve Resolution 17-12-L. Motion was carried by the following vote:

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

**CLOSED MINUTES**

Tabled until next meeting to allow the Attorney to complete his review.

**LABORER VERSUS MAINTENANCE OPERATOR**

It was suggested that the Mike and Craig should meet with the candidate to see if there is any interest before the Board determines if they will fill a Maintenance position.

**HIGH RIDGE TANK**

It has been determined that the soil foundation will support approximately 5,000 psi. In order to raise the tank, the foundation will need to support 7,000 psi. It has not been determined if the foundation goes 4 feet or if it is on rock. The Executive Director needs to do more research. It was suggested that a list be prepared to advise the Township of all the options for a new tank and use this as justification for utilizing Township Green Space.

**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, Babb,  
NAYS: Messrs.: None  
ABSTAIN: Messrs.: None

Meeting Adjourned 8:35 PM

Respectfully Submitted,  
E. Jill Waller, Secretary