

WASHINGTON TOWNSHIP MUA
Regular Meeting
 June 4, 2025

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 pm on June 04, 2025. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News February 5, 2025. Notice was also posted on the Municipal Building Bulletin Board.

This is a remotely accessible public meeting that is being recorded. Members of the public wishing to comment during the public portion of meetings or during a public hearing may type in the Google Meet chat function that they have a comment or unmute their microphone and state that they have a comment. Public comment is limited to three minutes. A representative of the Authority (“Facilitator”) will keep members of the public muted, except when they are selected to speak during the public portion of the meeting or during any public hearing. Members of the public may mute and unmute themselves by pressing the microphone button on Google Meet or pressing *6 on the telephone keypad. Members of the public may also discontinue their video through the “Google Meet” platform.

ROLL CALL:

Members:	Present	Excused	Absent	Others:	Present	Excused	Absent
Chairman Cullen	X			WT Liaison Curioni		X	
V Chairman Napolitano	X			Exec Dir McAndrew	X		
Drake	X			Exec Secr Waller	X		
Sehnal	X			Attorney Napolitano	X		
Sparone	Arrived at 8:09 pm						
Caetano		X					
<vacant>							

REGULAR MEETING

SALUTE THE FLAG

ENGINEER REPORT

Dave Chanda, from Suburban, presented a review of the Authority’s projects.

8 WINAY TERR PENALTY APPEAL

Reviewed the request.

APPROVAL OF 5/7/2025 MINUTES

Motion was made by Mr. Drake, and seconded by Mr. Napolitano, to approve the presented minutes. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone
 NAYS: Messrs.: None
 ABSTAIN: Messrs.: None

MAY 2025 CHECKBOOK REGISTER

Motion was made by Mr. Sehnal, and seconded by Mr. Sparone, to approve the presented checkbook register. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone
 NAYS: Messrs.: None
 ABSTAIN: Messrs.: None

BILLING ADJUSTMENTS – JANUARY, FEBRARY, MARCH, APRIL, MAY 2025

Tabled until next meeting.

VOUCHERS OVER \$6,600

Motion was made by Mr. Sparone, and seconded by Mr. Drake, to approve the following vouchers over \$6,600: Toby Barkman Excavating, Inc., dated 05/05/2025, for \$11,005.30 and PVS Minibulk, Inc, dated 05/08/2025, for \$8,893.85.

WASHINGTON TOWNSHIP MUA
Regular Meeting
June 4, 2025

Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

PURCHASES OVER \$6,600

Motion was made by Mr. Napolitano, and seconded by Mr. Sehnal, to authorize the purchase of two sheds, WT Inspection Escrow for Naughtright between Fawnridge and Cambridge and WT Inspection Escrow for Naughtright between Cambridge and Cindy over \$6,600. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

ACCEPTANCE OF 2024 AUDIT AND GENERAL AFFIDAVIT

RESOLUTION

2024 Audit Review Acceptance and Certification

No. 25-06-A

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2024 has been completed and filed pursuant to N.J.S.A. 40A:5A-15, and,

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the section of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Washington Township Municipal Utilities Authority hereby certifies that the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended, December 31, 2024, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board

BE IT FURTHER RESOLVED that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution

INTRODUCED AND PASSED: June 4, 2025

Motion was made by Mr. Drake, and seconded by Mr. Sparone, to approve Resolution 25-06-A to accept the 2024 Audit and General Affidavit. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

2024 AUDIT CORRECTION PLAN

RESOLUTION

2024 AUDIT CORRECTIVE ACTION PLAN ACCEPTANCE

No. 25-06-B

WHEREAS, the 2024 Annual Audit of the Washington Township Municipal Utilities Authority (Authority), conducted by Nisivoccia & Company LLP, contained certain recommendations requiring action; and

WHEREAS, these recommendations have been reviewed by the Executive Director and the duly appointed Authority Board of Commissioners; and

WHEREAS, the Division of Local Government Services requires a corrective action plan to be prepared and submitted per N.J.A.C 5:31-7.6(i)

WASHINGTON TOWNSHIP MUA
Regular Meeting
June 4, 2025

WHEREAS, the corrective action plan has been developed and covers all findings and recommendation in the audit report

NOW, THEREFORE, BE IT RESOLVED that the Authority Board of Commissioners hereby approves the corrective action plan and directs the Executive Secretary to transmit a certified copy of this resolution and the attached corrective action plan to the Division of Local Government Services.

INTRODUCED AND PASSED: June 4, 2025

Motion was made by Mr. Drake, and seconded by Mr. Sparone, to approve Resolution 25-06-B to accept the 2024 Audit Correction Plan. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

EXCAVATION CONTRACT EXTENSION

RESOLUTION CONTRACT EXTENSION 21.03 (2024) ANNUAL SEWER AND WATER FACILITIES EXCAVATION, TRENCHING, PIPE REPAIR

No. 25-06-D

WHEREAS, on July 3, 2024, the Washington Township Municipal Utilities Authority (Authority) awarded Contract 21.03 (2024) SEWER AND WATER FACILITIES EXCAVATION, TRENCHING, PIPE REPAIR to Toby Barkman Excavating, Inc. of Califon, NJ (Barkman); and,

WHEREAS, the provisions of the Contract allow for an extension of Contract Period for one (1) or two (2) one-year extensions beyond its expiration date; and,

WHEREAS, it has been determined that it is in the Authority's best interest to extend the Contract Period for two additional years; and,

WHEREAS, Barkman has agreed to such extension; and,

WHEREAS, the availability of funds for this expenditure has been certified in writing by the certifying financial officer.

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

- (1) The Qualified Purchasing Agent (QPA) shall be authorized to sign a Contract Extension Agreement with Toby Barkman Excavating Inc. for Contract 21.03 (2024) Annual Sewer & Water Excavation, Trenching, Pipe Repair under the same terms, conditions and price as set forth in the Contract and upon receipt and approval of all mandatory Contract forms (e.g. - Insurance and the like).
- (2) The Qualified Purchasing Agent is authorized to issue a Notice of contract Extension to Toby Barkman Excavating Inc.
- (3) This Resolution shall take effect immediately upon passage according to law.

INTRODUCED AND PASSED: June 4, 2025

Motion was made by Mr. Sparone, and seconded by Mr. Napolitano, to approve Resolution 25-06-D extending the Excavation Contract for two years. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

NON-FAIR AND OPEN AWARD FOR WATER LAB TESTING

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT LABORATORY ANALYSIS OF DRINKING WATER SAMPLES

No. 25-06-C

WHEREAS, the Washington Township Municipal Utilities Authority ("Authority") has the need to test drinking water samples with a DEP certified laboratory; and

WHEREAS, proposals were solicited and price quotes were provided by two vendors; and

WASHINGTON TOWNSHIP MUA
Regular Meeting
June 4, 2025

WHEREAS, York Analytical Laboratories, Inc. ("York") submitted the most advantageous proposal dated April 9, 2025 indicating they shall provide laboratory analysis of drinking water; and,

WHEREAS, the proposal is estimated to be over \$17,500, but under the bid threshold of \$44,000; and

WHEREAS, the "Pay-to-Play" Law (N.J.S.A. 19:44A-20.4 et seq) requires that the resolution authorizing the award of a contract over \$17,500 without competitive bids and the contract for said services must be made available for public inspection; and,

WHEREAS, this is an award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5 and as required thereby: (1) the Qualified Purchasing Agent has determined and hereby certifies in writing that the Drinking Water Laboratory Analysis is anticipated to exceed \$17,500, (2) York will submit a Business Entity Disclosure Certification, (3) York will submit a certification that Pace has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous year, and (4) the Contract will prohibit York from making any reportable contributions through the term of the contract; and

WHEREAS, the Executive Director hereby certifies that adequate funds are available for these purposes; and,

WHEREAS, the term of this contract is for one year; and

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

1. Subject to attorney review, the Executive Director is hereby authorized and directed to execute the attached Proposal Agreement with York Analytical Laboratories, Inc. to provide Drinking Water Laboratory Analysis.
2. A copy of this Resolution and the Agreement engaging York shall be kept on file and available for public inspection at the office of the WTMUA, 46 East Mill Road, Long Valley, New Jersey.
3. This contract is made without competitive bidding as the value is under the bid threshold in accordance with N.J.S.A. 40:11-3(a) and (c) of the Local Public Contracts Law.
4. A notice of this action shall be printed in the Authority's Official Newspaper within ten (10) days of the passage of this resolution.
5. This Resolution will take effect immediately pursuant to law.

CERTIFIED AS TO CONTRACT VALUE AND FUNDS AVAILABILITY

Thomas McAndrew, Executive Director

INTRODUCED AND PASSED: June 4, 2025

Motion was made by Mr. Sparone, and seconded by Mr. Napolitano, to approve Resolution 25-06-C authorize the Non-Fair and Open Award for Water Lab Testing Services Contract. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

DIRECTOR'S REPORT

The Director's Report was reviewed. The following additional items were discussed:

- The one-year inspections on the water tanks took place and a punch list report will be provided.
- The Employee Association advised they should have a draft agreement by the June 18th meeting.
- Raritan Headworks approached residents on Long Hill regarding water quality. Two residents contacted the Authority inquiring about connecting to the water system. The water main would have to be extended.
- The Police Department has interest in connecting to the water system because they are having water quality issues.
- The Ort Farm agreement has not been returned by the customer.

ADJOURNMENT

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

AYES: Messrs.: Cullen, Napolitano, Drake, Sehnal Sparone

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Meeting Adjourned: 9:32 PM

Respectfully Submitted, E. Jill Waller, Secretary