

WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
 March 01, 2023

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 pm on March 01, 2023. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News February 2, 2023. 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 Wall	X		
V Chairman Napolitano	X			Exec Dir McAndrew	X		
Babb	X			Exec Secr Waller	X		
Drake	X			Attorney Napolitano	X		
Sparone		X					
Sehnal		X					
<vacant>							

REGULAR MEETING

SALUTE THE FLAG

CLOSED SESSION – 7:32 pm

**RESOLUTION
CLOSED SESSION**

No. 23-03-A

WHEREAS, it is necessary for the Washington Township Municipal Utilities Authority to receive legal advice regarding contract negotiations and closed minutes as 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: March 1, 2023

Motion was made by Mr. Drake, and seconded by Mr. Babb, to approve Res 23-03-A. Motion was carried by the following vote:

AYES: Messrs.: Cullen, Napolitano, Babb, Drake

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

OUT OF CLOSED: 8:48 pm

WATER TANK REHAB CONTRACT UPDATE

The Executive Director gave an update on the status on the contract and advised issues with the performance of the contract.

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APPROVAL OF 2/21/2023 OPEN MINUTES & CLOSED MINUTES

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

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

2023 ADMINISTRATIVE PAY ADJUSTMENTS

RESOLUTION NON-ASSOCIATION MEMBERS SALARY ADJUSTMENT 2023
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No. 23-03-B

WHEREAS, the Washington Township Municipal Utilities Authority (“the Authority”) employs personnel that are not members of the Washington Township Municipal Authority Employee Association; and

WHEREAS, the Authority Board has reviewed the recommendations of the Executive Director regarding performance and salary for these employees; and

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

1. Elizabeth Waller, Executive Secretary: salary adjusted to \$88,337.85 annually; and
2. Christine Kattermann, Billing/Bookkeeping Clerk; salary adjusted to \$27.62 hourly; and
3. Ellen Moranski, Office Assistant: salary adjusted to \$20.74 hourly; and
4. Thomas McAndrew, Executive Director: salary adjusted to \$143,100 annually; and
5. The terms and conditions of the existing and future collective bargaining agreements for the Washington Township Municipal Utilities Authority Employees Association regarding salary will not apply to these employees; and

BE IT FURTHER RESOLVED, that this resolution shall take effect with the first payroll in 2023.

INTRODUCED AND PASSED: March 1, 2023

Motion was made by Mr. Drake, and seconded by Mr. Babb, to approve Res 23-03-A. Motion was carried by the following vote:

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

FEBRUARY 2023 CHECKBOOK REGISTER

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

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

BILLING ADJUSTMENTS – JANUARY 2023

Tabled until next meeting

PURCHASES OVER \$6,600

Motion was made by Mr. Drake, and seconded by Mr. Napolitano, to authorize the Executive Director to expend over \$6,600 for the Sand Filter Clear Well Valve Replacement through Rapid Pump through the North Jersey Cooperative.

Motion was carried by the following vote:

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

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VOUCHERS OVER \$6,600

Motion was made by Mr. Babb, and seconded by Mr. Napolitano, to approve the presented vouchers over \$6,600. Motion was carried by the following vote:

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

DIRECTOR'S REPORT

The Director's Report was reviewed.

RISK MANAGER APPOINTMENT

RESOLUTION APPOINTING A RISK MANAGER

No. 23-03-R19

WHEREAS, the Washington Township Municipal Utilities Authority (Authority) is a member of the New Jersey Utilities Authorities Joint Insurance Fund (Fund); and,

WHEREAS, members of the Fund typically appoint a Risk Management Consultant to perform insurance consultations services as outlined in the proposed form of Agreement attached hereto; and

WHEREAS, the standard rate utilized by the Fund's for consultation services is six percent (6%) of the Authority's assessment, payable by the Fund; and

WHEREAS, the Local Public Contracts Law allows for the retention insurance consultants without competitive bidding recognizing that it is impracticable to undertake competitive bidding for insurance consultants; and,

WHEREAS, *Professional Insurance Associates, A World Company*. Of Carlstadt, New Jersey has provided Risk Management Consultant's services to the Authority for several years.

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

- (1) The firm of Professional Insurance Associates, 429 Hackensack St, Carlstadt, NJ be appointed as its Risk Management Consultant.
- (2) That the Executive Director is hereby authorized and directed to execute the Risk management Consultant's Agreement annexed hereto.
- (3) This contract is awarded without competitive bidding in accordance with 40A:11-5(m) of the Local Public Contracts Law.
- (4) A copy of this resolution shall be published in the Authority's Official Newspaper as required by law within ten (10) days of its passage.

INTRODUCED AND PASSED: March 1, 2023

Motion was made by Mr. Napolitano, and seconded by Mr. Babb, to approve Res 23-03-R19. Motion was carried by the following vote:

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

ADJOURNMENT

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

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

Meeting Adjourned: 9:32 PM

Respectfully Submitted, E. Jill Waller, Secretary