
WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
September 06, 2023

The Regular Meeting of the W.T.M.U.A. was called to order at 7:30 pm on September 06, 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	In at 7:33 pm						
Sehna		X					
Caetano	X						

REGULAR MEETING

SALUTE THE FLAG

COMMITTEE MEMBER APPOINTMENTS

Mr. Steve Caetano was sworn in as Alternate Member 2 by the Authority Attorney.

OPEN TO THE PUBLIC 7:33pm

74 EAST MILL RD

The homeowner presented their request to apply the water line replacement adjustment 19-05-C policy with the exception of using poly line instead of copper as indicated in the policy. The Board agrees to review the policy and the requirement for copper line replacement

Motion was made by Mr. Drake, and seconded by Mr. Babb, to approve an exemption to policy 19-05-C and allow the use of poly line rather than copper as required by the policy. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

7 CEDAR COURT

The customer discussed his understanding that the proposed new water tower has been stalled because the Township and the Authority are at odds with how to proceed with the land swap. He appeals to both entities to work together to move this project ahead.

CLOSED TO THE PUBLIC 8:13pm

OTHER ITEM DISCUSSIONS

A discussion with the Township Business Administrator clarified some items raised by the customer at 7 Cedar Court.

WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
September 06, 2023

APPROVAL OF 8/15/2023 OPEN 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, Sparone, Caetano

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

AUGUST 2023 CHECKBOOK REGISTER

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

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

BILLING ADJUSTMENTS – MARCH, APRIL, MAY, JUNE, JULY, AUGUST 2023

Motion was made by Mr. Napolitano, and seconded by Mr. Drake, to approve the presented billing adjustments.

Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

VOUCHERS OVER \$6,600

Motion was made by Mr. Caetano, and seconded by Mr. Babb, to approve the following voucher over \$6,600: Barkman Excavating, dated 8/7/23, for \$44,569.55; Barkman Excavating, dated 8/07/23, for \$46,393.30; Barkman Excavating, dated 8/7/23, for 51,226.14; Main Pool, dated 8/7/23, for \$7,556.00; Main Pool, dated 8/18/23, for \$8,904.00; Rio Supply, dated 8/18/23, for \$30,388.75; and Shannon Chemical, dated 8/28/23, for \$9,773.50. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

PURCHASES OVER \$6,600

Motion was made by Mr. Drake, and seconded by Mr. Napolitano, to authorize cleaning the SMSTP Post Aeration Channels over \$6,600. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

JIF MEMBERSHIP RENEWAL

RESOLUTION RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
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No. 23-09-A

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

WHEREAS, said membership terminates as of December 31, 2023 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Washington Township Municipal Utilities Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund for three (3) year period beginning January 1, 2024 and ending January 1, 2027
2. The Washington Township Municipal Utilities Authority hereby ratifies and reaffirms the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to

WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
September 06, 2023

time by lawful act of the Fund.

3. The Executive Director shall be and hereby is authorized to execute the agreement, as approved by the Authority attorney, to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intention to renew its membership.

INTRODUCED AND PASSED: September 6, 2023

Motion was made by Mr. Drake, and seconded by Mr. Caetano, to approved Resolution 23-09-A. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

NON-FAIR AND OPEN AWARD FOR WATER LAB TESTING

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

No. 23-09-B

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 three vendors; and

WHEREAS, Pace Analytical Services LLC ("Pace") submitted the most advantageous proposal dated August 14, 2023 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) Pace will submit a Business Entity Disclosure Certification, (3) Pace 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 Pace 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 Pace Analytical Services LLC to provide Drinking Water Laboratory Analysis.
2. A copy of this Resolution and the Agreement engaging Pace 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: September 6, 2023

Motion was made by Mr. Napolitano, and seconded by Mr. Caetano, to approved Resolution 23-09-B. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
September 06, 2023

NON-FAIR AND OPEN AWARD FOR WASTEWATER LAB TESTING

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

No. 23-09-C

WHEREAS, the Washington Township Municipal Utilities Authority (“Authority”) has the need to test wastewater samples with a DEP certified laboratory; and

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

WHEREAS, Garden State Laboratories, Inc. (“Garden State”) submitted the most advantageous proposal dated August 1, 2023 indicating they shall provide laboratory analysis of wastewater; 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 Laboratory Analysis of Wastewater Samples is anticipated to exceed \$17,500, (2) Garden State will submit a Business Entity Disclosure Certification, (3) Garden State will submit a certification that Garden State 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 Garden State 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 will be for one (1) 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 Garden State Laboratories, Inc. to provide Wastewater Laboratory Analysis.
2. A copy of this Resolution and the Agreement engaging Garden State 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: September 6, 2023

Motion was made by Mr. Napolitano, and seconded by Mr. Caetano, to approved Resolution 23-09-C. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

DISCHARGE OF MORTGAGE

RESOLUTION
AUTHORIZING AND DIRECTING EXECUTION
OF DISCHARGE OF MORTGAGE

No. 23-09-D

WHEREAS, Michael E. Prezuhy, III and Elizabeth K. Prezuhy executed a Combination Promissory Note and Mortgage to Washington Township Municipal Utilities Authority (“WTMUA”) whereby they promised to repay to the WTMUA the sum of \$7,900.00 in connection with the unpaid portion sewer connection charges as to 186 Bartley Road, Long Valley known as Lot 17.01, Block 215, as shown of on the Official Tax Maps of the Township of Washington, County of New Jersey; and

WASHINGTON TOWNSHIP MUA
Regular Meeting Minutes
September 06, 2023

WHEREAS, the Combination Promissory Note and Mortgage dated September 29, 2011 was recorded on January 25, 2012 in the Mortgage Book 21957 on page 1450 in the office of the county recording offer of Morris County, State of New Jersey; and

WHEREAS, Michael E. Prezuhy, III and Elizabeth K. Prezuhy have repaid the amount in full, and the Combination Promissory Note and Mortgage may now be discharged; and

WHEREAS, WTMUA shall execute the Discharge of Mortgage, a copy of which is annexed hereto;

NOW THEREFORE BE IT RESOLVED, by the Members of the WTMUA, as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Authority Chairman is hereby authorized to execute the Discharge of Mortgage, and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution.

INTRODUCED AND PASSED: September 6, 2023

Motion was made by Mr. Drake, and seconded by Mr. Cullen, to approved Resolution 23-09-D. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

DIRECTOR'S REPORT

The Director's Report was reviewed. Other items discussed:

- The engineer's preliminary review of a new tank location was discussed.

ADJOURNMENT

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

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Meeting Adjourned: 9:09 PM

Respectfully Submitted, E. Jill Waller, Secretary