

WASHINGTON TOWNSHIP MUA
Special Meeting Minutes
 December 20, 2023

The Special Meeting of the W.T.M.U.A. was called to order at 7:30 pm on December 20, 2023. Adequate notice of this meeting of the W.T.M.U.A. was given to the Daily Record and the Courier News November 22, 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 Sec Waller	X		
Drake	X			Attorney Napolitano	X		
Sparone	X						
Sehnal	X						
Caetano	X						

RATE HEARING

SALUTE THE FLAG

RATE HEARING

2024 SEWER AND WATER RATES

Executive Secretary Jill Waller was sworn in by Attorney Napolitano. Ms. Waller attested to how the rates are developed and the basis for the 2024 rate increases for water and sewer.

Motion was made by Mr. Napolitano, and seconded by Mr. Caetano, to close the Rate Hearing. Motion was carried by the following vote:

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

SPECIAL MEETING

OPEN TO THE PUBLIC 7:55PM

Questions were raised regarding specific charges for commercial rates. A meeting will be set up with the customer and the Executive Director to review the specific concerns.

CLOSED TO THE PUBLIC 7:59PM

2024 RATE INCREASE AND CHANGES TO RULES AND REGULATIONS

RESOLUTION
 ADOPTING 2024 RATE SCHEDULE AND
 AMENDING WTMUA RULES AND REGULATIONS

No. 23-12-B

WHEREAS, upon proper notice having been made and a public hearing having been held pursuant to the Municipal and County Utilities Authorities Law to amend the Washington Township Municipal Utilities Authority (the

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“Authority”) service charges for 2024 as set forth in Rate Schedule of the Rules and Regulations, Appendix A attached hereto; and

WHEREAS, for the reasons set forth in said public hearing and to ensure adequate revenues will be available to pay the expenses of operation and maintenance of the utility system, including reserves, insurance, extensions, and replacements, and to pay the principal of and interest on any bonds and to maintain such reserves or sinking funds therefor as may be required by the terms of any contract of the municipal authority or as may be deemed necessary or desirable by the Authority for the year 2024, it is the desire of the Authority to amend its Rules and Regulations to replace the 2023 rate schedule with the 2024 rate schedule, Appendix A attached hereto; and

WHEREAS, all other sections of the WTMUA’s Rules and Regulations inconsistent with the new rate schedule set forth in Appendix A, are hereby amended to be consistent with the 2024 Rate Schedule; and

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

1. The Rules and Regulations of the Washington Township Municipal Utilities Authority are hereby amended by the adoption of the 2024 rate schedule as set forth on Appendix A attached hereto.
2. All other sections of the WTMUA’s Rules and Regulations inconsistent with the new rate schedule set forth in Appendix A, are hereby amended to be consistent with the 2024 Rate Schedule.
3. This resolution shall take effect immediately.

INTRODUCED AND PASSED: December 20, 2023

Motion was made by Mr. Drake, and seconded by Mr. Sparone, to approve Res 23-12-B. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

2024 WATER AND SEWER BUDGETS

RESOLUTION 2024 Authority Water and Sewer Utility Budget WASHINGTON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY for the FISCAL YEAR: from January 1, 2024 to December 31, 2024

No. 23-12-C

WHEREAS, the Annual Budget and Capital Budget for the Washington Township Municipal Utilities Authority for the fiscal year period beginning January 1, 2024 and ending December 31, 2024, has been presented before the governing body of the Washington Township Municipal Utilities Authority at its open public meeting of November 21, 2023; and,

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$5,134,434, Total Appropriations, including Accumulated Deficit if any, of 5,134,434 and Total Unrestricted Net Position utilized of \$0; and,

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$8,464,055 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$1,576,659 and Debt Authorization of \$6,887,396; and,

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and,

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority’s planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Washington Township Municipal Utilities Authority, at an open public meeting held on December 20, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Washington Township Municipal Utilities Authority for the fiscal year beginning January 1, 2024 and ending December 31, 2024, is hereby approved; and,

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BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and,

BE IT FURTHER RESOLVED, that the governing body of the Washington Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 1, 2024.

INTRODUCED AND PASSED: December 20, 2023

Motion was made by Mr. Caetano, and seconded by Mr. Drake, to approve Res 23-12-C. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

2024 LATE BUDGET SUBMISSION

RESOLUTION LATE SUBMISSION OF 2024 BUDGETS

No. 23-12-D

WHEREAS, the Washington Township Municipal Utilities Authority (Authority) held Meetings on, October 4th, November 1st and November 21st, 2023 where the operating and capital budgets for FY 2024 were discussed, and;

WHEREAS, there were a variety of issue related to increases in the operating budget as well as a need to determine the priority of capital work required in the Sewer and Water Utilities, and;

WHEREAS, the appropriations in the Sewer and Water Utilities required a review of revenue, in particular the user fee structure, and;

WHEREAS, review of these matters took more time than was anticipated, and;

WHEREAS, the additional time was considered necessary given the problems of balancing the revenue needs with the appropriations required in FY 2024, and;

WHEREAS, additional time will be needed to convert budget information into the new budget format as required by the NJ Division of Local Government Services.

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

- (1) The additional time taken to develop the FY 2024 Authority Budgets was prudent given the magnitude of needs in the Sewer and Water Utilities.
- (2) The late submission of the FY 2024 Authority Budgets warranted.

INTRODUCED AND PASSED: December 20, 2023

Motion was made by Mr. Napolitano, and seconded by Mr. Sehnal, to approve Res 23-12-D. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

2024 TEMPORARY BUDGET

RESOLUTION APPROVING TEMPORARY SEWER AND WATER UTILITY OPERATING AND CAPITAL BUDGETS FOR THE FISCAL YEAR: FROM JANUARY 1, 2024 TO DECEMBER 31, 2024
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No. 23-12-E

WHEREAS, at its open public meeting of December 20, 2023, as Resolution 23-12-C, the Washington Township Municipal Utilities Authority approved the Annual Budgets and Capital Budgets for the fiscal year beginning January 1, 2024 and ending December 31, 2024; and,

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WHEREAS, said Budgets will be submitted to the New Jersey Department of Community Affairs, Division of Local Government Services, Authority Budgets and Finances (hereinafter referred to as NJDCA) by the end of December 2023; and,

WHEREAS, the NJDCA has not issued an approval of the budgets as submitted; and,

WHEREAS, the Authority cannot adopt its Annual Budgets and Capital Budgets without NJDCA approval; and,

WHEREAS, the Authority must have budgets to pay for ongoing operations.

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

1. The Annual Budgets and Capital Budgets for the fiscal year beginning January 1, 2024 and ending December 31, 2024 approved at its open public meeting of December 20, 2023 is hereby adopted as a temporary budget until such time the NJDCA approves the budget submissions made, or that may be required.

2. This resolution shall take effect immediately upon signing by the WTMUA Chairman.

INTRODUCED AND PASSED: December 20, 2023

Motion was made by Mr. Drake, and seconded by Mr. Cullen, to approve Res 23-12-E. Motion was carried by the following vote:

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

ADJOURNMENT

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

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

NAYS: Messrs.: None

ABSTAIN: Messrs.: None

Meeting Adjourned: 7:49 PM

Respectfully Submitted, E. Jill Waller, Secretary