

Water District No. 1  
 Township of Stillwater, County of Sussex  
 P.O. Box 71  
 Stillwater, NJ 07875

Billing No. (973) 579-1679

Emergency No. (973) 579-7740

### Meeting Minutes

1. **Call meeting to order and flag salute.** Call meeting to order and flag salute. This is a regularly scheduled Meeting of the Board of Commissioners of Water District No. 1, Stillwater Township. Tonight, January 9, 2018 meeting convened at 7:30 p.m. and the flag salute was recited.

2. **Statement of compliance with Open Public Meeting Act.** This meeting was held in compliance with the Open Public Meeting Act. Regular meetings are held the second Tuesday of each month, 7:30 p.m., Stillwater Municipal Building, Stillwater, New Jersey.

3. **Roll call.** The meeting was called to order by Jack Choma. Commissioners present:

x	Jack Choma President	x	Tony Salerno Commissioner		Treasurer	x	Tom Williver Commissioner
		x	MaryAnne Choma Recording Secretary				x = present ab = absent

Sean Casey -General Manager

4. **Minutes approved from previous meeting.** Minutes approved from previous meeting. Following a review of the minutes. A motion was made by Tony Salerno with a second by Tom Williver to accept the minutes. Motion carried.

- Open meeting for public input. - none
- Correspondence (mail) -
  - a. 107 Crest Rd. Wrote to say they moved. We do not have information on new owner. Jack is looking for owner via clerk.
  - b. two letter claiming they are NJ Gas and Electric say we are overdue. JCPL is our carrier. We believe these letters to be a scam - Tom W. will call letterhead tomorrow.
  - c. We received result of the audit to the workman's compensation policy. No bill is attached
  - d. resignation letter of clerk

### Average Daily Gallons Pumped

Entire System

Month	2011	2012	2013	2014	2015	2016	2017
January	90,260	109,351	130,829	108,238	118,988	131,387	118,279
February	93,703	120,855	125,580	96,581	128,205	135,496	115,477

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<b>March</b>	89,637	140,061	121,166	89,789	125,658	117,966	73,120
<b>April</b>	98,595	111,648	105,645	93,766	137,369	119,981	65,230
<b>May</b>	94,462	120,742	124,781	87,796	148,402	120,929	52,002
<b>June</b>	100,271	130,260	119,812	129,324	135,413	143,929	50,651
<b>July</b>	92,841	99,390	116,652	122,594	145,025	127,713	51,971
<b>August</b>	77,001	105,088	87,341	132,501	145,482	123,529	49,372
<b>September</b>	84,866	155,436	112,096	117,021	136,116	125,213	48,916
<b>October</b>	82,415	104,259	101,484	110,731	127,733	129,387	51,228
<b>November</b>	87,317	118,287	92,587	115,906	132,542	103,307	65,587
<b>December</b>	98,024	125,083	110,136	121,843	128,933	124,206	81,356

	<b>Control Building</b>	<b>Edgewood Dr.</b>	<b>Greco</b>	<b>South Shore Dr.</b>	<b>Vail Dr.</b>	<b>Grand Total</b>
<b>Current Month</b>	1,264,476	1,148,000	27,110	55,610	26,910	2,522,066
<b>Last Month</b>	819,465	1,037,500	26,350	52,920	31,380	1,967,615
<b>Prior Month</b>	532,450	951,000	26,900	49,320	28,410	1,588,080

- Call List - itemized review read aloud by Jack, notes taken onto digital call list in google drive
- Systems Report
- Treasurer's report and payment of bills.
  1. overdue Statements - reviewed
  2. bill payments reviewed. motion to accept by Tony. motion to approve by Tom
- 3. New business:
  - a. Bookkeeper
    - i. Tom Perry - bookkeeper for PLA met with Jack & Tom Williver. They discussed Tom Perry taking over Perry confirmed interest.
    - ii. Jack is forwarding him list of information needed for the 2016/17 audits.

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- iii. Tom Perry will talk to Board to get things transferred over.
- iv. Tom Perry suggested different person than he pay the bills.
- v. Tom Perry will do the quarterly invoicing
- b. Clerk
  - i. pay the monthly bills
  - ii. getting mail
  - iii. keep track of the accounts
- c. Phone detail (clerk)
  - i. who does this?
  - ii. Tom W. suggested cloud service for this -

4. Adjournment