

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

Oct 9, 2018

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, Oct 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 president, Jack Choma. Commissioners present:

x	Jack Choma President	ab	Wendy Fabian Treasurer	x	Tom Williver Commissioner	-	Commissioner
x	Tony Salerno Vice President	x	MaryAnne Choma Recording Secretary	x	Sean Casey General Manager		x = present ab = absent

Michael Cohrs - Water Compliance Specialist Sean Casey - General Manager

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

5. **Public Discussion:**

- There was no public input

6. **Correspondence** (mail / email):

- Customer concerned with billing and meter read. Work was done to consider that read had an extra zero at the end. Bill was adjusted. Oct 19 bill will be paid in full. Thank you
- Customer from Deer Run called today saying that his meter reading too high for family of 3. It is 10,000 gallons. Jack confirmed that we will have Mr. Casey look at meter for efficiency. Jack explained that 10,000 is average for family of 3.

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8. **Systems Report:** no breaks this month!

Average Daily Gallons Pumped
Entire System

Month	2012	2013	2014	2015	2016	2017	2018
January	109,351	130,829	108,238	118,988	131,387	118,279	88,709
February	120,855	125,580	96,581	128,205	135,496	115,477	77,226
March	140,061	121,166	89,789	125,658	117,966	73,120	47,783
April	111,648	105,645	93,766	137,369	119,981	65,230	48,835
May	120,742	124,781	87,796	148,402	120,929	52,002	66,598
June	130,260	119,812	129,324	135,413	143,929	50,651	81,732
July	99,390	116,652	122,594	145,025	127,713	51,971	55,140
August	105,088	87,341	132,501	145,482	123,529	49,372	58,994
September	155,436	112,096	117,021	136,116	125,213	48,916	53,331
October	104,259	101,484	110,731	127,733	129,387	51,228	
November	118,287	92,587	115,906	132,542	103,307	65,587	
December	125,083	110,136	121,843	128,933	124,206	81,356	

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	Control Building	Edgewood Dr.	Greco	South Shore Dr.	Vail Dr.	Grand Total
Current Month	271,603	1,222,000	29,170	45,670	31,5410	1,599,953
Last Month	538,603	1,166,700	35,860	53,790	33,890	1,828,843
Prior Month	677,382	890,500	36,960	64,300	40,200	1,709,342

9. Treasurer’s Report

- As of Sept 30 our current bank account is at 106,578.05. 5000.00 deposited in today. Capital improvement we have almost 89,000. Total bank account as of 10/8 201,016.16. Accounts receivable is just under 47,000. Motion to accept treasurer's report by Tony. Jack shared hard copy of receipts for bills online. Motion to approve bills by Tom. Second by Tony.

10. Old Business:

- Past due acct update.
 1. Status quo except for family claiming bankruptcy. Our bookkeeper requested legal advisement on hearing before we bill. Under bankruptcy we cannot bill on total amount of what they owe. We will not turn off water unless we are legally advised.
- Hydrant flushing, will be done in October.
- Badger meters - Many meters were done this week due to good weather.
- Generator shed modifications.
- Position descriptions – send to MaryAnne
 1. At this time, we have:
 - Secretary
 - Clerk
- Badger meters – Sean spoke to 2 companies that he knows, no interest
 1. Jack asked Sean to look into “National Meters”, our wholesaler
- Generators – getting tuned up this month
- Generator Shed – put vents into shed
 1. Sean says guy getting back to Sean this month

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- Greco pumphouse – roofer gave estimate (1600.00) to side with vinyl.
- A tamper to be used to tamper millings placed behind Greco pump house

11. New Business:

- Estimates for a filtration system including iron at the control bldg,
 1. Estimates needed (3) Then we provide the estimates with our application with our TMF grid on each section.
- Estimates (3) for running line from well 7 on Ridge to the Edgewood pumphouse

12. RCap TMF Assessment – grand deliverables, data gathering, board training, and gap analysis. Looking at what most have and determining what WE do not have.

Managerial part to do tonight

Motion to adjourn meeting by Tony. Seconded, Tom Williver