

# MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting  
January 28, 2020

## REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY \*\*HELD VIA RECORDED VIRTUAL/TELECONFERENCE DUE TO COVID-19\*\*

Chairman Rattner called the meeting to order at 7:30 PM. Following the virtual Pledge of Allegiance to the Flag, announcement was made that adequate notice of this meeting had been provided for as defined by the "Open Public Meetings Act".

Members Present: James Benson, Andrew Cangiano, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent:

Others Present: Tom Carroll QPA, Pat Dwyer Esq., James Schilling MSA Director, Jilliam Martucci Administrative, Jim Wancho PE,

Attendance Roll Call:

Mr. Benson	Present	Chairman Rattner	Present
Mr. Cangiano	Present	Mr. Romano	Present
Mr. Grogan	Present	Mr. Schindelar	Absent (entered meeting at 08:02pm)
Mr. McNeilly	Present	Mr. Schwab	Present
Mrs. Michetti	Present	Mr. Still	Present
Mr. Pucilowski	Present	Mr. Sylvester	Present

Date/Time Call to Order: Thursday January 28, 2021 – 7:30PM  
Others Present: Tom Carroll, Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar Entered Mtg 8:02pm	Schwab	Still	Sylvester
Attendance	Present	Present	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present
Regular Meeting Minutes: December 17, 2020 ALL IN FAVOR	Aye	Aye	Abstain	Aye	Aye	Aye	Aye	Moved Aye	Absent	Aye	Second Aye	Aye
2020 Budget vs Actual ROLL CALL	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Moved Yes	Absent	Yes	Yes	Yes
December 31, 2020 Balance Sheet ROLL CALL	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Moved Yes	Absent	Yes	Yes	Yes
Pending Vouchers: January 21, 2021 ROLL CALL	Yes	Yes	Yes	Moved Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Second Yes
Correspondence All IN FAVOR	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Absent	Aye	Aye	Moved Aye
Directors Report, Maintenance & Repairs January, 2021 Flow Data -December, 2020 ALL IN FAVOR	Aye	Aye	Aye	Moved Aye	Aye	Aye	Aye	Aye	Absent	Aye	Aye	Second Aye
Engineers Report- January, 2021 ALL IN FAVOR	Aye	Aye	Aye	Aye	Aye	Moved Aye	Aye	Aye	Second Aye *Extended Mtg at 8:02pm	Aye	Aye	Aye
New Business:												
Resolution # 21-01 ROLL CALL <b>TABLED</b>	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Moved to table Aye	Aye	Second to table Aye	Aye	Aye
Resolution # 21-02 ROLL CALL	Yes	Yes	Yes	Yes	Second Yes	Moved Yes	Yes	Yes	Yes	Yes	Yes	Yes
Closed Session: 08:06 pm *Permit Discussion ALL IN FAVOR	Aye	Aye	Aye	Aye	Aye	Moved Aye	Aye	Aye	Second Aye	Aye	Aye	Aye
Open Session: 08:11 pm ALL IN FAVOR	Aye	Aye	Aye	Moved Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye
Closed Session: 08:17 pm *Personnel Discussion ALL IN FAVOR	Aye	Aye	Aye	Moved Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye
Open Session: 08:25 pm ALL IN FAVOR	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Moved Aye	Aye	Second Aye	Aye	Aye
Adjournment: 08:28 pm ALL IN FAVOR	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Moved Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of December 17, 2020 were moved on a motion offered by Mr. Romano, seconded by Mr. Still. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Abstain	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

The Financial Reports for 2020 was accepted on a motion offered by Mr. Romano, seconded by Mr. Pucilowski  
Roll Call Vote:

Mr. Benson	Yes	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

Comments:

- Mr. Schwab advised everything looks good.
- Mr. Rattner inquired that if we did in fact go over for sludge. Mr. Schilling confirmed and stated that we would have a resolution prepared for an internal budget transfer for the February meeting.
- Mr. Rattner commended a job well done on ending the year under budget.

# Financial Report – December 31, 2020

9:44 AM  
01/20/21  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income	0.00	107,978.00	-107,978.00	0.0%
Net Position Utilized	15,031.75			
Interest	4,461,401.88	4,427,402.00	33,999.88	100.8%
Trustee passdown				
Total Income	4,476,433.71	4,535,380.00	-58,946.29	98.7%
Gross Profit	4,476,433.71	4,535,380.00	-58,946.29	98.7%
Expense				
Personnel Services				
B-1 - Administrative-S&W	153,900.43	165,958.00	-12,057.57	92.7%
B-14 - Operating-S&W	654,600.94	697,500.00	-42,899.06	93.1%
Total Personnel Services	808,501.37	863,458.00	-54,956.63	93.0%
Employee Benefits				
B-8 - Pension	101,018.00	102,000.00	-982.00	99.0%
B-9 - Social Security	60,619.76	65,500.00	-4,880.24	92.5%
B-10 - Hosp				
Dental/Vision	5,762.06			
Hospitalization	144,330.98	200,000.00	-55,669.02	72.2%
B-10 - Hosp - Other	-10,146.15			
Total B-10 - Hosp	139,836.89	200,000.00	-60,063.11	70.0%
B-11 - Disability Insurance	4,962.27	10,000.00	-5,037.73	49.6%
B-6 - Unemployment	5,739.71	7,000.00	-1,260.29	82.0%
Employee Benefits - Other	0.00	0.00	0.00	0.0%
Total Employee Benefits	312,276.63	384,500.00	-72,223.37	81.2%
Administration Expenses				
B-2 - Administrative-CE	33,817.58	40,000.00	-6,182.50	84.5%
Administration Expenses - Other	0.00	0.00	0.00	0.0%
Total Administration Expenses	33,817.58	40,000.00	-6,182.50	84.5%
Operations and Maintenance				
B-3 - Legal	33,477.93	37,804.50	-4,326.57	88.6%
B-4 - Audit	15,898.45	17,000.00	-1,100.55	93.5%
B-5 - Engineer				
NJPDES Permit	4,793.75			
B-5 - Engineer - Other	22,903.77	30,000.00	-7,096.23	76.5%
Total B-5 - Engineer	27,757.52	30,000.00	-2,242.48	92.5%
B-16 - Telephone	19,674.06	20,000.00	-325.94	98.4%
B-16 - Electric	305,056.69	446,520.52	-141,463.83	68.3%
B-17 - Propane/Fuel Oil	10,602.60	20,000.00	-9,397.40	36.6%
B-18 - Supplies/Chemicals	192,381.60	200,000.00	-7,618.40	96.2%
B-27 - Laboratory Supplies	5,493.51	12,000.00	-6,506.49	45.8%
B-13 - Office	27,832.51	30,000.00	-2,167.49	92.9%
B-31 - External Services	64,971.20	88,621.08	-23,649.88	73.3%
B-28 - Education/Training	5,777.00	20,000.00	-14,223.00	43.9%
B-25 - Laboratory Fees	13,425.62	30,000.00	-16,574.38	44.8%
B-19 - Maintenance/Repairs	173,055.60	200,000.00	-26,944.40	86.5%
B-20 - Insurance	105,037.00	110,000.00	-4,963.00	95.5%
B-24 - NJDEP Fees	24,196.32	25,000.00	-803.68	96.8%
B-12 - Trustee Admin Fee	15,030.00	20,000.00	-4,970.00	75.2%
B-23 - Permit Appl/Compliance Fees	30,064.88	34,553.99	-4,489.11	87.0%
B-21 - Equipment	69,881.31	70,000.00	-1,118.69	98.1%
B-26 - Sludge Disposal	744,862.21	720,000.00	24,862.21	103.4%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Operations and Maintenance - Other	0.00	0.00	0.00	0.0%
Total Operations and Maintenance	1,686,217.07	2,165,500.09	-279,283.02	87.1%
Debt Service				
Debt Svc - Principal Payment	845,580.49	838,837.00	6,743.49	101.1%
Debt Svc - Interest Payment	51,153.33	75,085.00	-23,931.67	68.1%
Total Debt Service	896,733.82	913,922.00	-17,188.18	97.9%
Reserves				
B-29 - Capital Improvement	300,230.86	300,000.00	230.86	100.1%

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01/20/21  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
B-30 - Renewal & Replacement	100,000.00	100,000.00	0.00	100.0%
Total Reserves	400,230.86	400,000.00	230.86	100.1%
Union Dues	0.00			
Total Expense	4,137,777.25	4,537,380.09	-399,602.84	91.2%
Net Ordinary Income	338,656.46	-2,000.09	340,656.55	-16,932.1%
Other Income/Expense				
Other Expense				
Bank Fee	0.00			
Total Other Expense	0.00			
Net Other Income	0.00			
Net Income	338,656.46	-2,000.09	340,656.55	-16,932.1%

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9:43 AM  
01/20/21  
Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
**As of December 31, 2020**

	Dec 31, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
CA 8169 - Operating Acct TD - 8169	1,549,186.85
PR 3717 - Payroll Account TD - 3717	5,511.18
CI 5030 - Capital Improvement TD - 5030	679,293.82
ES 3226 - Escrow Account TD Bank - 3226	9,892.99
RR 1350 - Renewal & Replacement TD -1350	331,621.30
Petty Cash	150.00
Total Checking/Savings	2,575,656.14
Other Current Assets	
NJB Note Receivable	6,000,000.00
Prepaid Expenses	179.99
Total Other Current Assets	6,000,179.99
Total Current Assets	8,575,836.13
<b>Fixed Assets</b>	
Construction in Progress	619,814.35
Accumulated Depreciation	-38,105,732.17
Capital Assets, Depreciated	61,481,592.62
Land	555,700.00
Total Fixed Assets	24,501,374.60
Other Assets	
Def. Pension Outflows	521,422.00
Total Other Assets	521,422.00
<b>TOTAL ASSETS</b>	<b>33,598,632.93</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	395,352.68
30000 - Accounts Payable	395,352.68
Total Accounts Payable	395,352.68
Other Current Liabilities	
NJB Note Payable	6,000,000.00
Accrued Payroll Liabilities	
VALIC	-450.00
PERS - Contributions	28,363.35
PERS - Loans	40,391.38
PERS - Insurance	7,320.03
Union Dues	1,367.41
Accrued Payroll Liabilities - Other	-47,669.60
Total Accrued Payroll Liabilities	32,557.75
Escrow Deposits Payable	
40 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bnk Street Urban Renewal LLC	12.50
QC - QuickCheck Roadbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Hopatcong State Park WQMP Amend	1,292.50
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,546.49
Total Escrow Deposits Payable	9,693.49

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01/20/21  
Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
**As of December 31, 2020**

	Dec 31, 20
Due to Municipalities	-254,218.00
Compensated Absences Payable	49,512.72
Accrued Interest Payable	35,709.64
Accounts Payable - Pension	53,639.64
Accrued Liabilities	23,750.00
Total Other Current Liabilities	5,948,045.24
Total Current Liabilities	6,341,397.92
<b>Long Term Liabilities</b>	
Net Pension Liability	1,891,226.00
Loans Payable	2,784,238.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	17,000.00
Def. Pension Inflows	894,022.90
Total Def. Inflows of Resources	911,022.90
Total Long Term Liabilities	5,556,486.38
Total Liabilities	11,897,884.30
<b>Equity</b>	
Net Investment in Capital Asset	21,700,135.56
Restricted	
Current Debt Service	29,250.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
300 Cop - Contract 300 Infl Scr - Coppola	1,598,890.00
295 IHC - Contract 295 TT - IHC	2,555,981.00
AS - Air Sampling	3,816.83
350 - Contract 350 - PCSIU	7,000.00
328 - Contract 328 - 3&1	11,694.10
330 - Contract 330 GT 1	8,776.85
310 - Contract 310 Phase III Air Perm	450.82
Telecommunications Project	4,760.00
308 - Contract 308 NJB Application	779.53
300 PBS - Contract 300 Infl Scr - PSS	71,123.49
286 - Contract 286 - SC #1 & 2	93,801.49
295 PBS - Contract 295 TT - PS&S	202,952.19
270 - Contract 270 Thickeners	8,843.08
280 - Contract 280 IFC #2	21,342.49
B-29 Capital Improvements - Other	733,200.47
Total B-29 Capital Improvements	5,324,526.20
B-30 Renewal and Replacement	
335 - Contract 335 - 19 Pumps	29,033.67
315 - Contract 315 Sludge Pumps Eval	40,015.98
B-30 Renewal and Replacement - Other	466,011.85
Total B-30 Renewal and Replacement	535,061.50
Operations	50,000.00
Total Restricted	5,988,841.70
Unrestricted	
Designated	-107,978.00
Undesignated	714,522.10
Total Unrestricted	606,544.10

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Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
**As of December 31, 2020**

	Dec 31, 20
3000 - Opening Bal Equity	-5,152,329.77
32000 - Retained Earnings	-1,703,486.03
Net Income	261,055.07
Total Equity	21,700,746.83
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>33,598,632.93</b>

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The **Pending Vouchers** for the month of January, 2021 were approved for payment on a motion offered by Mr. McNeilly, seconded by Mr. Sylvester and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Yes	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

Comments:

- None

Musconetcong Sewerage Authority Transaction List by Date Through January 20, 2021			
	Name	Memo	Split Amount
<b>OPERATING:</b>	Allen, Scott	2021 Section 13 Licensing Bonus	B-28 · Education/Training 500.00
	American Wear	Invoice 769357, 771705, 774018	B-31 · External Services 463.29
	American Wear	Uniform Service 01.05.2021-01.	B-31 · External Services 463.29
	AmeriGas Propane	Invoice 3112913535, 81136363	B-17 Propane/Gas 2,655.20
	Assoc. of Environmental	2021 Authority/Municipal Dues	B-2 · Administrative-OE 3,925.00
	Barbato, Nicholas	2021 Section 13 Licensing Bonus	B-28 · Education/Training 500.00
	Biasl, Patrick	Dental & Boot Reimbursement	B-10, B-18 976.39
	Blue Diamond Disposal,	Invoice 574514 - 01.01.21-01.31	B-31 · External Services 312.37
	Business Machine Techn	Invoice 2360946	B-31 · External Services 525.00
	Business Machine Techn	Invoice 2361018 - December 20	B-31 · External Services 108.00
	Business Machine Techn	Invoice 2361019 - January 2021	B-31 · External Services 108.00
	Cleary Giacobbe Alfieri J.	December 2020 - Covid-19 & Pe	B-3 · Legal 770.00
	Coburn Chemical, Inc.	INV0014868 - Mag Pellet	B-18 · Supplies/Chemic 753.60
	Coburn Chemical, Inc.	Invoice # INV0014989 - Liquid C	B-18 · Supplies/Chemic 4,704.00
	Colabella, Robert	Dental Reimbursement	B-10 · Hosp 50.00
	Colabella, Robert	Boot Reimbursement	B-18 · Supplies/Chemic 59.76
	DeFazio, Keith	2021 Section 13 Licensing Bonus	B-28 · Education/Training 250.00
	EcoMaid	Sanitizing/Cleaning & Fogging	B-31 · External Services 1,305.00
	EcoMaid	Cleaning/Sanitization & Fogging	B-31 · External Services 575.00
	Fisch Solutions	Invoice 8779, 8083- Annual Lice	B-13 · Office 792.00
	Granger	Invoice 806094055	B-19 · Maintenance/Re 370.08
	JCP&L	Account 200 000 010 112 - Mas	B-16 · Electric 4,756.62
	Jilliam Martucci	Mileage & USPS	B-2 · Administrative-OE 21.45
	Longo Electrical-Mechan	Invoice 71654 & 71632	B-19 · Maintenance/Re 2,024.00
	Napa Auto Parts	Invoice 532811	B-19 · Maintenance/Re 59.76
	Netcong Hardware Co.	Invoice B179714	B-19 · Maintenance/Re 22.03
	NJ American Water Co.	Account # 1018-210023733698	B-31 · External Services 562.84
	NJ American Water Co.	Account # 1018-210023733698	B-31 · External Services 611.04
	NJ Utility Authorities JIF	Invoice # NJUA249-2021	B-20 · Insurance 48,255.00
	Office Concepts Group	Invoice 988201-0	B-13 · Office 200.11
	Office Concepts Group	Invoice 991492-1, 988201-2, 98	B-13 · Office 317.32
	One Call Concepts, Inc.	Invoice 125430 - December 202	B-2 · Administrative-OE 52.91
	Passaic Valley Sewerage	Invoice 518532 - 12.01.20-12.31	B-26 · Sludge Disposal 37,391.90
	Printworks	Invoice # 8354 - PO's	B-13 · Office 424.40
	PS&S	Engineering Consulting Decemb	B-5 · Engineer 1,220.00
	PS&S	Engineering Services - NJPDES P	B-5 / NJPDES Permit 2,896.25
	Pumping Service, Inc.	Invoice # 1120360 & 1120361	B-19 · Maintenance/Re 4,163.80
	Pumping Service, Inc.	Invoice 1120229 - Maple System	B-19 · Maintenance/Re 1,076.99
	Quadrat	Postage Nov-Dec 2020	B-13 · Office 83.00
	Quinn, Shane	Dental Reimbursement	B-10 · Hosp 100.00
Page 1 of 3			
<b>OPERATING:</b>	Randolph Township	2021 MCCPC Membership Fee	B-2 · Administrative-OE 1,100.00
	Reiner Pump Systems, In	Invoice # *KC100JN-NJ - Pumps	B-21 · Equipment 14,994.00
	Russell Reid	Invoice 0006095393 - Sludge Ha	B-26 · Sludge Disposal 27,090.05
	SEM/BDS Stroudsburg El	Invoice 6114968	B-19 · Maintenance/Re 240.14
	SEM/BDS Stroudsburg El	Invoice 6123494, 6119260	B-19 · Maintenance/Re 2,176.96
	Skylands Urgent Care	COVID-19 Screenings 2 tests @	B-10 · Hosp 864.00
	Skylands Urgent Care	Covid-19 screenings - 2 tests @	B-10 · Hosp 292.00
	Skylands Urgent Care	12.28.2020 Covid-19 screenings	B-10 · Hosp 672.00
	Skylands Urgent Care	01.05.21 - COVID-19 screening	B-10 · Hosp 95.00
	Smart Water Inc.	Invoice 40728	B-31 · External Services 600.00
	State Chemical Solutions	Invoice 901822861	B-18 · Supplies/Chemic 466.59
	State Chemical Solutions	Invoice 901781636 Odor Contr	B-18 · Supplies/Chemic 1,176.17
	Times Herald Record	Invoice 951111 - Audit Synopsis	B-2 · Administrative-OE 114.00
	Twp of Mt Olive, Office	Inv # Inv-20-00680 - Annual Re	B-23 · Permit Appl/Con 214.00
	USA Bluebook	Invoice 422438	B-19 · Maintenance/Re 124.99
	USALCO	Invoice 20180999	B-18 · Supplies/Chemic 6,965.51
	Verizon	Account # 756.215.705.0001.07	B-16 · Electric 54.19
	Verizon	Fax Line Service 01.08.21-02.07	B-15 · Telephone 55.91
	Water Environment Fed	Invoice 17874683 & 01741913	B-28 · Education/Training 299.00
	Wielkotsz & Company LLC	Invoice 21-119-01072 - Decemb	B-4 · Audit 277.50
	<b>TOTAL:</b>		<b>182,382.81</b>
<b>CAPITAL:</b>	Iron Hills Construction, LLC	Invoice 3 - Contract 295, Payroll	295 IHC - Contract 295 143,080.00
	Iron Hills Construction, LLC	Contract 295 - Invoice 4, Pay Ap	295 IHC - Contract 295 270,582.36
	PS&S	Contract 295 - Engineering Servi	295 PSS - Contract 295 21,391.92
	PS&S	Engineering/Environmental Air	IAS - Air Sampling 1,595.50
	PS&S	Contract 300 - Engineering Servi	300 PSS - Contract 300 1,621.83
	Pumping Service, Inc.	Invoice 1120249 - Flowrox LPP	FB-29 · Capital Improven 230.86
	<b>TOTAL:</b>		<b>438,502.47</b>
<b>PAYROLL:</b>	Primepoint/ MSA Payrol	12.23.2020 Regular Payroll	B-1, B-14 33,068.28
	Primepoint/ MSA Payrol	01.08.2021 Regular Payroll	B-1, B-14 34,211.94
	Primepoint/ MSA Payrol	01.08.2021 Sick Time Buy Back	B-1, B-14 2,989.21
	Primepoint/ MSA Payrol	01.08.2021 Waivers	B-1, B-14 5,361.47
	Primepoint/ MSA Payrol	01.22.2021 Regular Payroll	B-1, B-14 35,584.47
	Primepoint/ MSA Payrol	01.22.2021 Sick Time Buy Back	B-1, B-14 2,989.21
	<b>TOTAL:</b>		<b>114,204.58</b>
<b>MANUAL &amp; ONLINE PYMTS:</b>	JCP&L	Account # 100106392077	B-16 Electric 28838.64
	NJDPS	4th Quarter IROC - Ref # 005507	Accrued Payroll Liabil 2804.08
	NJSHBP	12.01.2020-12.31.2020	B-10 Hospitalization 14,225.07
	NJSHBP	01.01.2021-01.31.2021	B-10 Hospitalization 14,488.02
	Schilling, James	UST License A,B,C	B-28 · Education/Training 2,000.00
	Treasurer, State of New	Invoice 201041200 - NJEMS Bill	B-24 · NJDEP Fees 50.00
	Unum	Confirm # 00590889-0001	B-11 · Disability Insurar 1,440.03
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<b>RENEWAL &amp; REPLACEMENT:</b>	VALIC	12.21.2020 - Confirmation # 17: Accrued Payroll Liabil	450.00
	VALIC	01.05.2021 - Confirmation # 17: Accrued Payroll Liabil	450.00
	VALIC	01.22.2021 - Confirmation # 17: Accrued Payroll Liabil	600.00
	Verizon Wireless	Invoice 9868168964 11.02.20-1	B-15 · Telephone 744.18
	Verizon Wireless	Invoice 9870289789 12.02.20-0	B-15 · Telephone 746.01
<b>TOTAL:</b>			<b>66,836.03</b>
<b>RENEWAL &amp; REPLACEMENT:</b>	<b>TOTAL:</b>		<b>0.00</b>
<b>ESCROW:</b>	<b>TOTAL:</b>		<b>0.00</b>

The following **correspondence** for the month of December, 2020 was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. Pucilowski. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Rattner commented on Correspondence D, property was cleared a while ago, but there still is not approval for drainage. Mr. Schilling advised that the company coming in is Fratelli Berretta.

### Monthly Reports:

The Director's Report, and Maintenance and Repairs Report, for the month of January, 2021 and Flow Data for December, 2020 was accepted on a motion offered by Mr. McNeilly and seconded by Mr. Sylvester. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye

Comments:

- Mr. Schilling had two updates to his report, the NJWEA 106<sup>th</sup> Conference for May, 2021 has been canceled.
- Mr. Schilling has a meeting scheduled for tomorrow (01.29.2021) with the Professionals to discuss the permit conditions.
- Mr. Pucilowski asked Mr. Schilling to speak on the pump station aerators.
  - Mr. Schilling advised that the resolution is on the agenda for tonight for approval. Mr. Schilling stated that PS 4 has had an aerator on trial and it is working tremendously well. Mr. Schilling would hope that we can start with Pump Stations 2,3,4 & 5 paying for them out of the operating budget, they are a huge benefit in breaking up grease, eliminating odors, reduce corrosivity. Eventually moving the trial to PS # 1 the largest pump station.
  - Mr. Schwab asked the life and the run time on the aerators.
  - Mr. Schilling advised that we can set them to run on any timeframe we wish, he would have to get the specifics on lifetime.
  - Mr. Wancho, PE advised that the run times would vary based on the extent of the grease & issues. The units typically last 10 years.
  - Mr. Rattner asked if there are actually statistics & numbers with regard to exact what the improvements have been.
  - Mr. Schilling advised that no we do not have exact numbers, however long term we would determine reduction in products, external services & labor.
  - Mr. Rattner asked if we have seen a reduction through the trial period.
  - Mr. Schilling stated that PS 4 did not require to be vactored out in January when all of the other pump stations were cleaned.
  - Mr. Wancho, PE advised that the removal of grease will absolutely help minimize potential for odor & fouling of the pumps.
  - Mr. Schilling advised that he chose PS 4 for the trial because it is right near the lake & near several public spaces.
  - Mr. Carroll, QPA recommended that the resolution be held until the next meeting due to compliance with pay to play actions & requirements. The format of the resolution has to be in the format of a non fair and open award.

- Mr. Dwyer, Esq. suggested that we approve the resolution as amended once the vendor has confirmed that they have complied with the business entity disclosure, this would be change in wording in the resolution.
- Mr. Carroll, QPA advised that approach is more complicated, vendor has to provide campaign finance disclosure forms as to whether or not they have or have not contributed and this has to be on file 10 days prior to the award.

The Engineer's Report for the month of January, 2021 was accepted on a motion offered by Mr. Pucilowski, seconded by Mr. Schindelar. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Schindelar entered the meeting at 8:02pm.
- Mr. Rattner asked about the dilution water pumps pre-purchased for Contract 295, that they were arriving for install this week.
  - Mr. Wancho, PE advised they have arrived, pumps are being installed, and skylights have been installed.
  - Mr. Schilling stated that the facility improvements are night and day comparing Plant 1 and Plant 2.
  - Mr. Pucilowski stated that the improvements are tremendous.
  - Mr. Schilling advised he still needs to procure belts for the existing Plant 1 micro-strainers.

#### **New Business:**

Resolution No. 21-01 was tabled on a motion offered by Mr. Romano seconded by Mr. Schwab and the affirmative all in favor vote of members present. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Resolution was tabled

Resolution No. 21-02 was offered on a motion by Mr. Pucilowski seconded by Mrs. Michetti and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Yes	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

See attached resolution

Comments:

- None

**New Business:**

## Comments:

- Mr. Wancho, PE commented that the odor management plan submitted to the NJDEP was with regard to odor issues at the plant, we are attempting to respond to the NJDEP comments without creating any additional requests.

**Old Business:**

- None

**Closed Session:**

Moved to closed session (permit discussion) at 8:06pm on a motion by Mr. Pucilowski seconded by Mr. Schindelar and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Yes	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

## Comments:

- None

**Open Session:**

Moved to open session at 8:11pm on a motion by Mr. McNeilly seconded by Mr. Sylvester and the affirmative all in favor vote of members present. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

**Closed Session:**

Moved to closed session (personnel discussion) at 8:17pm on a motion by Mr. McNeilly seconded by Mr. Schwab and the affirmative all in favor vote of members present. All in Favor Vote:

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

## Comments:

- None

**Open Session:**

Moved to open session at 8:25pm on a motion by Mr. Romano seconded by Mr. Schwab and the affirmative all in favor vote of members present. Roll Call Vote:

Mr. Benson	Yes	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes



**Adjournment:**

Motion made by Mr. Still, seconded by Mr. Grogan and the All in Favor Vote of members present, Mr. Schindelar adjourned the meeting at 8:28pm.

Mr. Benson	Aye	Chairman Rattner	Aye
Mr. Cangiano	Aye	Mr. Romano	Aye
Mr. Grogan	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Respectfully Submitted:  
Jilliam Martucci - Administrative Assistant

## **RESOLUTION NO. 21-02**

Resolution of the Musconetcong Sewerage Authority  
Awarding a Contract to Pumping Services, Inc. to Exchange Certain Pumps  
Purchased in Connection with MSA Contract No. 315

WHEREAS, by Resolution No. 19-26 adopted on March 28, 2019 the Musconetcong Sewerage Authority ("MSA") awarded a contract to Pumping Services, Inc. ("PSI") to purchase pumps through the Passaic Valley Sewerage Commission purchasing co-op; and

WHEREAS, the pumps were purchased using New Jersey I-Bank funding; and

WHEREAS, the MSA has determined that the pumps are not well-suited for the MSA's facility and desires to exchange them with PSI for a different model; and

WHEREAS, PSI has agreed to make the exchange; and

WHEREAS, the pumps to be purchased are Model NZ3102; and

WHEREAS, the exchange will require additional funds in the amount of \$11,661.80;

WHEREAS, MSA desires to replace these pumps so that the treatment facility can remain in good operating order; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a contract for the exchange of pumps previously purchased for Contract 315 with a different model more suitable for MSA's purposes pursuant to a Quotation from Pumping Services, Inc. dated November 16, 2021 (copy attached); and it is

FURTHER RESOLVED, that the amount of the contract shall not exceed \$11,661.80 without further approval from the Musconetcong Sewerage Authority:  
and be it

FURTHER RESOLVED, that the Treasurer has certified that the funds needed to perform this contract are available in the Budget under line B-30 Capital. The MSA will seek to incorporate this purchase into its existing New Jersey I-Bank loan application.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
\_\_\_\_\_  
Joseph Schwab, Secretary-Treasurer

  
\_\_\_\_\_  
Steven Rattner, Chairman

Dated: January 28, 2021