

**REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY**

Chairman Rattner called the meeting to order at 7:40 PM. Following the 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, Thomas Bruno, Andrew Cangiano, Michael Grogan, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, Elmer Still, John Sylvester
- MEMBERS ABSENT:** Brian McNeilly
- OTHERS PRESENT:** Patrick Dwyer Esq., Debbie Palma QPA, James Schilling MSA Director, Susan Grebe Administrative Assistant & Matthew Mee of PS&S

MSA Attorney Patrick Dwyer swore in Elmer Still to fill the unexpired term of Donald Bates for the Borough of Netcong.

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of July 26, 2018 were approved on a motion offered by Mr. Bruno, seconded by Mr. Schwab. Roll Call:

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

The closed session minutes of July 26, 2018 were approved on a motion offered by Mr. Schwab, seconded by Mr. Sylvester. Roll Call:

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

The Expenditures/Treasurer's Report of August 1, 2018 was accepted on a motion offered by Mr. Schwab, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

Chairman Rattner noted that some expenditure balances are quite low and costs should be monitored closely until the year-end at which time some transfers will be required. The Finance Committee will meet and discuss the items of concern.

**Treasurer's Report- August 1, 2018**  
**Operating Account**

<b>Balance as of July 1, 2018:</b>		<b><u>\$1,616,419.14</u></b>
<b>Receipts (July):</b>		
Hospitalization	2,218.70	
Municipal Revenue	286,418.72	
TD Bank (Interest)	<u>7,188.77</u>	
<b>Total Receipts:</b>	<b><u>295,826.19</u></b>	
<b>Disbursements (July):</b>		
NJSHPB (July Health Ins.)	\$13,688.06	
3rd Qtr Transfer - Capital Improvement	\$25,000.00	
3rd Qtr Transfer - Renewal & Repl.	\$75,000.00	
Administrative Salaries	\$6,278.82	
Operating Salaries	\$23,649.05	
Unemployment	\$65.36	
Social Security	\$2,232.86	
Administrative Salaries	\$8,264.26	
Operating Salaries	\$24,511.28	
Unemployment	\$100.41	

Social Security	\$2,438.71
Accurate Waste systems	\$28,991.50
ADP, Inc.	\$500.46
American Wear	\$607.28
Aqua Pro-Tech Laboratories	\$235.00
Blue Diamond Disposal	\$297.70
Cintas First Aid & Safety	\$84.64
Cleary Giacobbe Alfieri Jacobs	\$297.50
Endress + Hauser, Inc.	\$946.82
Fisher Scientific	\$683.76
Fleet Pump & Service	\$9,962.50
Grainger	\$150.78
Hayes Pump	\$28,300.50
Industrial Controls Distributors LLC	\$2,400.00
James Schilling (mileage, exam fees)	\$406.61
JCP&L	\$4,063.66
Keith DeFazio (dental reimb)	\$409.90
Lowe's Companies, Inc.	\$120.35
NJIB (loan payment 2007A)	\$129,908.52
NJIB (loan payment 2010B)	\$27,803.03
NJIB (loan payment 2010B)	\$59,186.54
NJSHBP	\$13,688.06
Netcong Hardware Co.	\$65.40
New Jersey Herald	\$274.76
NJ American Water Co.	\$915.82
NJ Business & Industry Assoc. (membership)	\$240.00
Nusbaum Stein	\$638.00
Office Concepts Group	\$519.04
One Call Concepts, Inc.	\$48.75
Pan Metro Services	\$600.00
Passaic Valley Sewerage Commission	\$23,312.00
PS&S	\$3,383.68
Pumping Service, Inc.	\$735.00
(CE Power) Reuter & Hanney, Inc.	\$990.00
Shell Fleet Plus	\$441.00
State Industrial Products	\$333.00
State of NJ, Dept. of Labor	\$119.17
Susan Grebe (dental, petty cash, mileage)	\$342.52
TD Bank NA (loan pmt 2002, 2007B & 2010A)	\$413,981.60
Verizon	\$760.29
Verizon Communications	\$79.62
Verizon Wireless	\$226.16

Total Disbursements for July: \$ 924,591.67  
Balance as of August 1, 2018: \$ 987,653.66

RENEWAL & REPLACEMENT ACCOUNT

Balance as of July 1, 2018: \$ 345,065.26  
Receipts: 3<sup>rd</sup> Quarter Transfer from Operating 75,000.00  
Disbursements: 0.00  
Balance as of August 1, 2018: \$ 420,065.26

ESCROW ACCOUNT

Balance as of July 1, 2018: \$ 8,952.24  
Receipts: 0.00  
Disbursements: Nusbaum Stein (Waterloo Rd. ESA waiver) 308.00  
Balance as of August 1, 2018: \$ 8,644.24

CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT

Balance as of July 1, 2018: \$ 1,288,206.15  
Receipts: 3<sup>rd</sup> Quarter Transfer from Operating 25,000.00  
Disbursements: GMH Associates (Contracts #270 & 275) 46,107.43  
PS&S (Contracts #270 & 275, Micro screens) 9,522.85  
Suburban Consulting (GIS Project) 9,121.10  
Balance as of August 1, 2018: \$ 1,248,454.77

ANALYSIS OF BALANCES:

Capital Improvement \$ 1,198,454.77  
Reserve for Retirement \$ 50,000.00

**EXPENDITURES REPORT – 2018 BUDGET**  
**August 1, 2018**

	2018	YEAR-TO-DATE		%
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$165,000.00	\$101,627.76	\$63,372.24	38.41%
Trustee Admin Fees	\$20,000.00	\$15,030.00	\$4,970.00	24.85%
Administrative - Other Expenses	\$40,000.00	\$13,392.90	\$26,607.10	66.52%
Legal	\$30,000.00	\$12,136.30	\$17,863.70	59.55%
Audit	\$15,000.00	\$1,875.00	\$13,125.00	87.50%
Engineer	\$30,000.00	\$14,637.29	\$15,362.71	51.21%
Pension	\$100,000.00	\$1,363.00	\$98,637.00	98.64%
Social Security	\$65,500.00	\$38,565.93	\$26,934.07	41.12%
Unemployment	\$7,000.00	\$5,417.41	\$1,582.59	22.61%
Hospitalization	\$220,000.00	\$106,591.51	\$113,408.49	51.55%
Disability Insurance	\$10,000.00	\$4,816.88	\$5,183.12	51.83%
Operating - Salaries & Wages	\$684,500.00	\$394,400.54	\$290,099.46	42.38%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$10,955.50	\$9,044.50	45.22%
Electric	\$482,500.00	\$168,680.64	\$313,819.36	65.04%
Propane/Fuel Oil/ Gasoline	\$29,000.00	\$12,397.27	\$16,602.73	57.25%
Supplies/Chemicals	\$170,000.00	\$107,783.32	\$62,216.68	36.60%
Laboratory Supplies	\$12,000.00	\$5,087.21	\$6,912.79	57.61%
Office	\$25,000.00	\$21,951.78	\$3,048.22	12.19%
External Services	\$70,000.00	\$32,162.74	\$37,837.26	54.05%
Education/Training	\$20,000.00	\$11,914.57	\$8,085.43	40.43%
Laboratory Fees	\$30,000.00	\$5,902.33	\$24,097.67	80.33%
Maintenance/Repairs	\$180,000.00	\$125,179.34	\$54,820.66	30.46%
Insurance	\$110,000.00	\$99,774.53	\$10,225.47	9.30%
NJDEP Fees	\$25,000.00	\$7,179.00	\$17,821.00	71.28%
Permit/Compliance Fees	\$5,000.00	\$23,510.24	-\$18,510.24	-370.20%
Equipment	\$60,000.00	\$56,514.72	\$3,485.28	5.81%
Sludge Removal	\$720,000.00	\$344,189.78	\$375,810.22	52.20%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$100,000.00	\$75,000.00	\$25,000.00	25.00%
Renewal and Replacement	\$300,000.00	\$225,000.00	\$75,000.00	25.00%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$2,043,037.49</b>	<b>\$1,727,462.51</b>	<b>45.82%</b>

The pending vouchers for the month of August were approved for payment on a motion offered by Mr. Schwab, seconded by Mr. Schindelar. Roll call:

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

**CAPITAL IMPROVEMENT ACCOUNT:**

GMH Associates	\$35,645.41
Nusbaum Stein	\$1,210.00
PS&S	\$15,904.04
Suburban Consulting Engineers	\$3,192.50

**ESCROW ACCOUNT:**

PS&S (Waterloo Valley Road ESA Waiver)	\$2,091.25
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**OPERATING ACCOUNT:**

ADP	\$442.53
Accurate Waste Services	\$24,640.00
American Wear	\$607.28
Aqua Pro-Tech Labs	\$255.00
Nicholas Barbato (work boot reimbursement)	\$59.76
Nicholas Barbato (dental reimbursement)	\$423.64
Vince Barbato (work boot reimbursement)	\$149.96
Blue Diamond Disposal	\$297.70
Cintas First Aid	\$111.45
Coburn Chemicals	\$7,604.30
Robert Colabella (work boot reimbursement)	\$59.76
Constellation New Energy	\$27,215.17
Daily Record	\$18.06
D&V Landscaping	\$2,500.00

Keith DeFazio (mileage reimbursement)	\$76.33
E&G Exterminators	\$230.00
Fisher Scientific (lab supplies)	\$1,332.74
Grainger	\$3,321.40
Susan Grebe (petty cash & mileage)	\$76.90
Industrial Controls Distributors	\$3,078.00
JCP&L	\$22,310.61
Keller Welding	\$225.00
Kenvil Power Mower	\$60.96
Konecranes	\$2,875.00
Lowe's	\$247.53
Maryland Biochemical	\$1,540.52
MSA Payroll 7/27/18	\$34,125.60
MSA Payroll 8/10/18	\$31,579.07
Netcong Hardware	\$50.37
NJ American Water	\$839.44
NJSHBP	\$13,688.06
Nusbaum Stein	\$2,177.60
Office Concepts Group	\$559.96
One Call	\$76.25
PCS Pump	\$3,268.30
Polydyne	\$1,562.40
PS&S	\$4,668.92
James Schilling (mileage reimbursement)	\$68.23
Service Experts	\$1,089.00
Shell Fleet	\$378.48
State Chemical	\$8,889.84
Suburban Consulting Engineers	\$5,000.00
Treasurer, State of NJ (air permit fee)	\$2,527.00
Treasurer, State of NJ (air permit PS #1)	\$820.00
Treasurer, State of NJ (license - Barbato)	\$50.00
Treasurer, State of NJ (license - Schilling)	\$100.00
United Federated Systems	\$132.50
USA Blue Book	\$1,117.39
USALCO	\$17,283.31
Verizon	\$761.81
Verizon Communications	\$79.18
Verizon Wireless	\$225.20

The following correspondence for the month of August was received and filed on a motion offered by Mr. Sylvester, seconded by Mrs. Michetti and the affirmative vote of members present.

- A. 7/24/18 Lake Hopatcong Foundation – Morris County Historic Preservation Trust Fund Grant
- B. 7/26/18 Caridad Rigo NJ Administrative Law Judge – MSA vs NJDEP
- C. 8/6/18 Cynthia Eckert Netcong Clerk – Resolution for Elmer Still to Fill Unexpired term for Donald Bates

Mr. Schilling asked if the commissioners had any questions regarding his monthly report. Mr. Schilling updated the commissioners regarding a report that was received earlier that day from the EPA concerning the June inspection. Everything was good and he will be responding to recommendations made in the report. A copy of the report will be on the September 27<sup>th</sup> meeting agenda. He pointed out that the EPA noted in their report that there is no screening at the facilities to remove rags and other debris prior to flowing into the aerated grit chambers. Influent screening is recommended to remove such materials to prevent clogging, short circuiting and damage to downstream components of the wastewater treatment plant. Mr. Schilling discussed some recent problems with rags and debris accumulations.

Mr. Schilling reported that he was happy to attend a meeting held at the MSA Facilities by the Musconetcong River Management Council. The group consisted of about 20 people. They toured the facilities with himself and Chairman Rattner. They were pleased and impressed with the facilities. Chairman Rattner noted that members of the Highlands Coalition also attended the meeting. Everybody at the meeting was very impressed with the MSA facilities and they gave Mr. Schilling a standing ovation.

Mr. Schilling also reported that work on Gravity Thickener #2 and Primary Clarifier #1 is just about complete. He is waiting for an Ovivo representative to participate in the start-up in order to not void any warranties. The date has been set for September 11<sup>th</sup>.

Mr. Schilling also reported that he is preparing a preliminary 2019 budget for review by the Finance Committee. A meeting will be scheduled to discuss the 2019 budget as well as any 2018 cost allocations.

Lastly, Mr. Schilling mentioned that the office has been having troubles with the phone lines and Verizon has been on-site to do repairs. He explained to the commissioners that only copper wiring is available to the area and no Fios or cable is available. He will be looking into other options.

Chairman Rattner mentioned an e-mail report from Ms. Grebe indicating that the MSA archives are now up-to-date. He thanked her for her work and efforts completing the project.

The Director's Report, and Repairs and Maintenance Report, for the month of August were accepted on a motion offered by Mrs. Michetti, seconded by Mr. Pucilowski and the affirmative vote of members present.

Mathew Mee of PS&S was present for Mr. Wancho. Mr. Mee updated the commissioners regarding the status of the NJDEP Air Permit Application and the odor issue. PS&S has recommendations for contractors to perform the air sampling and modeling for the permit application. They hope to do some of the sampling that was discussed at the previous meeting. He explained that they will be testing for hydrogen sulfide. Mr. Mee also indicated that the NJDEP has rejected the initial permit application and they will be resubmitting another application along with the air sampling data. The NOV is still in pending status. PS&S will be asking the DEP for another extension.

Mr. Mee also updated the commissioners on Contract #270 and primary clarifier drive replacements. Mr. Schilling noted that he scheduled a meeting with the contractor, GMH Associates, Vince Kane of PS&S and the MSA staff to discuss finalizing these projects and coordination with the other thickener and primary clarifier.

Mr. Mee also reported that PS&S is in the process of preparing the preliminary design documents for the replacement of the existing micro strainers.

Chairman Rattner asked Mr. Mee and Mr. Dwyer to explain the process for the NJDEP Air Permit Application in connection with the approval of Resolution No. 18-43 on the agenda that evening. Mr. Dwyer explained that air sampling and modeling will be required. PS&S will have two subcontractors overseeing the process. PS&S had obtained several proposals for the work required. The cost for the air sampling and modeling is approximately \$21,000.00. Also included in the cost will be the work performed by PS&S to oversee the subcontractors and submit the new application making the total cost of the proposal being considered for approval \$40,678.00.

Mr. Pucilowski questioned about the proposal to prepare and submit an application to the NJ Infrastructure Bank (NJIB) for headworks screening and tertiary capital projects. Chairman Rattner listed the items included in the scope of work for the submittal of the NJIB application under the proposal from PS&S and asked Mr. Mee to confirm that the fee for PS&S to complete all the work and submit the application would be \$19,000.00. Chairman Rattner also asked what was involved with a Level 1 Environmental Review, which will be required, and if that was included in the total cost of the proposal. Mr. Mee explained that PS&S has past experience submitting applications to the NJIB for many other facilities and the \$19,000.00 fee would include all work listed on the proposal.

Mr. Pucilowski suggested that part of the proposal should be held until a pre-application meeting with the NJIB could be held to review the overall scope of work and submission requirements. He further explained that some of the commissioners may have questions which should be answered before going forward with the NJIB application. The commissioners discussed some of the concerns and options. Mr. Schilling indicated that he believed the application process has become easier, more streamlined and user friendly than with NJEIT. He questioned if NJIB would attend an evening public meeting and make a presentation. He noted that he had attended a seminar in the past. Mr. Schwab questioned if a firm funding number would be needed and at what point would that be required during the application process.

Mr. Schilling discussed the phases that had been accomplished and approved regarding the tertiary design. He further explained that there was no design for the headworks project yet. He suggested that a budget for the headworks project should be considered at this time. PS&S has been working on an outline for the headworks project. Mr. Pucilowski asked if a proposal from PS&S for the headworks project will be completed in time for review at the September 27<sup>th</sup> meeting. Mr. Schilling said that he had received the proposal, but would like to distribute it when Mr. Wancho is present and available to answer questions. Mr. Pucilowski suggested that the Authority should wait to submit an application to NJIB until a firm is hired for the headworks project. Mr. Schilling noted that even if two different firms are hired for each of the projects, there should only be one firm handling the NJIB application process. He also suggested that the NJIB application process could be started now. The resolution should indicate that the documents should not be submitted without approval from the Authority. Mr. Dwyer noted that

he will amend Resolution No. 18-42 to state that any submissions to the NJIB by PS&S are subject to the review and approval of the Authority. The commissioners discussed deadlines and the potential that an additional project may be added to the NJIB application. Mr. Pucilowski reiterated that the Authority should meet with the NJIB before starting the process. Mrs. Michetti suggested that a pre-application meeting should be scheduled with the NJIB. It was decided that Resolution No. 18-42 should be tabled until the September 27<sup>th</sup> meeting, so that additional questions regarding the process could be reviewed and discussed with Mr. Wancho present.

The Engineer's Report for the month of August was accepted on a motion offered by Mr. Benson, seconded by Mr. Schindelar and the affirmative vote of members present.

**Resolution No. 18-43**, Awarding a contract to PS&S in Connection with MSA's Application for an NJDEP Air Permit, was moved by Mr. Pucilowski, seconded by Mr. Bruno and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-43**  
**Resolution of the Musconetcong Sewerage Authority ("MSA")**  
**Awarding a Contract for Professional Services to**  
**Paulus, Sokolowski & Sartor, LLC ("PS&S") in Connection**  
**with MSA's Application for an NJDEP Air Permit**

WHEREAS MSA received a Notice of Violation from NJDEP on February 5, 2018 indicating that during a compliance inspection on June 15, 2017 violations of the Air Pollution Control Act were found, and recommending that MSA take prompt corrective action; and

WHEREAS on August 28, 2017 MSA wrote a response letter challenging NJDEP's determination that its facilities should be subject to Air Permit regulations; and

WHEREAS by letter December 19, 2017 NJDEP confirmed its determination that "a state air permit is required" for MSA's facilities; and

WHEREAS on or about April 5, 2018 MSA, through its Consulting Engineer PS&S, submitted a Draft Air Permit Application to NJDEP; and

WHEREAS on June 13, 2018 PS&S was notified by NJDEP that the modeling results in its application based upon federal EPA guidelines were unacceptable and requesting that MSA provide mitigation plans; and

WHEREAS MSA has a need for more accurate data to determine how best to respond to and/or comply with NJDEP's determination; and

WHEREAS, the Musconetcong Sewerage Authority ("MSA") requires additional consulting engineering services in connection with engaging and overseeing subcontractors to obtain, model and analyze said data, and submitting a revised Air Permit application (the "Work"); and

WHEREAS desires to engage PS&S to perform those services; and

WHEREAS, N.J.S.A. 40A:11-5 permits the award of a contract for professional services without public advertising or bidding; and

WHEREAS PS&S has submitted a proposal dated August 23, 2018 (copy attached) to render professional engineering services in connection with the Work; and

WHEREAS, the Musconetcong Sewerage Authority is desirous of engaging PS&S to perform said Work; and

WHEREAS PS&S has obtained proposals from subcontractors to perform part of the Work, namely:

Prism Analytical Technologies for Onsite H2S Analysis      \$ 6,071.00

Trinity Consultants for H2S Emissions Evaluation      \$15,000.00  
& Dispersion Modeling Assistance

WHEREAS PS&S has indicated that it received proposals from other subcontractors, including Air Nova, Inc. dated July 19, 2018 and Arcadis Design and Consultancy dated July 25, 2018 and rejected same;

WHEREAS PS&S proposal dated August 23, 2018 includes engaging Prism Analytical Technologies and Trinity Consultants and overseeing their performance of the Work; and

WHEREAS PS&S proposal dated August 23, 2018 also includes services to be performed directly by PS&S, including submitting a revised Air Permit Application which includes the results of the sampling and modeling performed by Prism Analytical Technologies and Trinity Consultants; and

WHEREAS the total cost of PS&S' proposal dated August 23, 2018, including the work to be performed by Prism Analytical Technologies and Trinity Consultants is \$40,678.00;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract is hereby awarded to PS&S to provide engineering services in connection with engaging the above-name subcontractors to conduct Air Permit sampling, analyzing and modeling, and for PS&S to submit a revised Air Permit Application to NJDEP, all pursuant to PS&S' proposal dated August 23, 2018 and in an amount not to exceed \$40,678.00; and be it

FURTHER RESOLVED that the above amounts shall not be increased without further authorization by the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that James Schilling, as Director of the Musconetcong Sewerage Authority is hereby authorized to sign the Agreement between PS&S and the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Musconetcong Sewerage Authority publish a legal advertisement in the official newspaper of publication of the Authority advising of the award as required by N.J.S.A. 40A:11-5.

Chairman Rattner and Mr. Schwab briefly discussed a meeting that was held by the Finance Committee with the 2017 MSA Auditor, Paul Cuva, RMA, CPA.

**Resolution No. 18-33**, 2017 Annual Audit Certification, was moved by Mr. Schwab, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-33**  
**Musconetcong sewerage authority**  
**2017 annual audit**  
**Certification to local finance board**

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2017 has been completed and filed with the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Musconetcong Sewerage Authority thereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2017, and specifically has reviewed the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

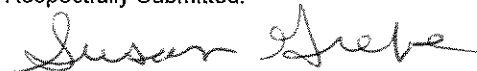
BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

A Corrective Action Plan will be prepared and submitted to the DCA along with Resolution No. 18-33, the signed affidavit, synopsis and proof of synopsis publication.

Mr. Schwab discussed the issues with flushable wipes that have been causing problems at the MSA and other wastewater facilities. He suggested that the MSA and its member towns should initiate an educational program to make residents more aware of the problems that have been caused due to the rag blockages from the flushable wipes and other items that should not be flushed. The commissioners discussed options for public awareness of the problem. Mr. Schilling suggested modifications could be made to the member town service agreements.

Motion made by Mr. Sylvester, seconded by Mr. Schwab and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:50 PM.

Respectfully Submitted:



Susan Grebe,  
Administrative Assistant