

**REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY**

Chairman Rattner called the meeting to order at 7:55 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:** Donald Bates, James Benson, Thomas Bruno, Andrew Cangiano, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester

**MEMBERS ABSENT:** All Members Present

**OTHERS PRESENT:** Patrick Dwyer, Esq., Lee Purcell, PE, Fenton Purcell, PE, Marvin Joss, James Schilling

Chairman Rattner opened and closed the meeting to the public.

The Closed Session Meeting Minutes of January 28, 2016, were approved on a motion offered by Mr. Bruno, seconded by Mr. Schindelar. Roll Call:

|              |         |                |         |
|--------------|---------|----------------|---------|
| Mr. Bates    | Abstain | Mrs. Michetti  | Yes     |
| Mr. Benson   | Yes     | Mr. Pucilowski | Yes     |
| Mr. Bruno    | Yes     | Mr. Rattner    | Yes     |
| Mr. Cangiano | Abstain | Mr. Schindelar | Yes     |
| Mr. Grogan   | Yes     | Mr. Schwab     | Abstain |
| Mr. McNeilly | Yes     | Mr. Sylvester  | Yes     |

The Regular Meeting Minutes of January 28, 2016, were approved on a motion offered by Mr. McNeilly, seconded by Mr. Sylvester. Roll Call:

|              |         |                |         |
|--------------|---------|----------------|---------|
| Mr. Bates    | Abstain | Mrs. Michetti  | Yes     |
| Mr. Benson   | Yes     | Mr. Pucilowski | Yes     |
| Mr. Bruno    | Yes     | Mr. Rattner    | Yes     |
| Mr. Cangiano | Abstain | Mr. Schindelar | Yes     |
| Mr. Grogan   | Yes     | Mr. Schwab     | Abstain |
| Mr. McNeilly | Yes     | Mr. Sylvester  | Yes     |

The Expenditures/Treasurer's Report for the month of December was accepted on a motion offered by Mr. Benson, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

**TREASURER'S REPORT- JANUARY 1, 2016**  
OPERATING ACCOUNT

|  |            |                        |
|--|------------|------------------------|
| <b>Balance as of December 1, 2015:</b>   |            | <b>\$ 1,488,525.29</b> |
| <b>Receipts (December):</b>              |            |                        |
| Hospitalization                          | 2,688.36   |                        |
| Municipal Revenue                        | 171,542.86 |                        |
|  |            | <b>\$ 174,231.22</b>   |
|  |            | <b>\$ 1,662,756.51</b> |
| <b>Total Disbursements for December:</b> |            | <b>\$ 201,902.32</b>   |
| <b>Balance as of January 1, 2016:</b>    |            | <b>\$ 1,460,854.19</b> |

RENEWAL & REPLACEMENT ACCOUNT

|  |               |                      |
|--|---------------|----------------------|
| <b>Balance as of December 1, 2015:</b> |               | <b>\$ 580,285.06</b> |
| <b>Receipts:</b>                       |               | <b>0.00</b>          |
| <b>Disbursements:</b>                  | Nusbaum Stein | <b>275.00</b>        |
| <b>Balance as of January 1, 2016:</b>  |               | <b>\$ 580,010.06</b> |

ESCROW ACCOUNT

|  |  |                    |
|--|--|--------------------|
| <b>Balance as of December 1, 2015:</b> |  | <b>\$ 3,320.34</b> |
| <b>Receipts:</b>                       |  | <b>600.00</b>      |
|  | NJ Foreign Trade Zone Venture, LLC       |                    |
|  | First Fidelity REO (Roxbury Subdivision) | <b>500.00</b>      |
| <b>Disbursements:</b>                  |  | <b>0.00</b>        |
| <b>Balance as of January 1, 2016:</b>  |  | <b>\$ 4,420.34</b> |

**CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT**

|                                 |               |
|---------------------------------|---------------|
| Balance as of December 1, 2015: | \$ 945,000.00 |
| Receipts:                       | 0.00          |
| Disbursements:                  | 0.00          |
| Balance as of January 1, 2016:  | \$ 945,000.00 |

**ANALYSIS OF BALANCES:**

|                        |               |
|------------------------|---------------|
| Capital Improvement    | \$ 900,000.00 |
| Reserve for Retirement | \$ 45,000.00  |

**EXPENDITURES REPORT - 2015 BUDGET**

1/1/16

|                                 | 2015                  | YEAR-TO-DATE          | BALANCE             | %             |
|---------------------------------|-----------------------|-----------------------|---------------------|---------------|
|                                 | BUDGET                | EXPENDITURES          |                     | REMAINING     |
| Admin - Salaries and Wages      | \$155,000.00          | \$146,405.53          | \$8,594.47          | 5.54%         |
| Trustee Admin Fees              | \$30,000.00           | \$17,718.63           | \$12,281.37         | 40.94%        |
| Administrative - Other Expenses | \$35,000.00           | \$28,057.00           | \$6,943.00          | 19.84%        |
| Legal                           | \$25,000.00           | \$20,689.80           | \$4,310.20          | 17.24%        |
| Audit                           | \$14,000.00           | \$0.00                | \$14,000.00         | 100.00%       |
| Engineer                        | \$20,000.00           | \$10,610.00           | \$9,390.00          | 46.95%        |
| Pension                         | \$86,000.00           | \$77,573.00           | \$8,427.00          | 9.80%         |
| Social Security                 | \$60,000.00           | \$58,588.10           | \$1,411.90          | 2.35%         |
| Unemployment                    | \$7,000.00            | \$5,319.74            | \$1,680.26          | 24.00%        |
| Hospitalization                 | \$222,900.00          | \$199,923.64          | \$22,976.36         | 10.31%        |
| Disability Insurance            | \$10,000.00           | \$6,398.65            | \$3,601.35          | 36.01%        |
| Operating - Salaries and Wages  | \$632,000.00          | \$606,967.28          | \$25,032.72         | 3.96%         |
| Reserve for Future Retirement   | \$15,000.00           | \$15,000.00           | \$0.00              | 0.00%         |
| Telephone                       | \$18,000.00           | \$13,343.35           | \$4,656.65          | 25.87%        |
| Electric                        | \$527,000.00          | \$376,373.71          | \$150,626.29        | 28.58%        |
| Propane/Fuel Oil/ Gasoline      | \$35,000.00           | \$16,163.76           | \$18,836.24         | 53.82%        |
| Supplies/Chemicals              | \$140,000.00          | \$116,534.68          | \$23,465.32         | 16.76%        |
| Laboratory Supplies             | \$10,000.00           | \$8,720.28            | \$1,279.72          | 12.80%        |
| Office                          | \$20,000.00           | \$17,594.17           | \$2,405.83          | 12.03%        |
| External Services               | \$50,000.00           | \$45,011.87           | \$4,988.13          | 9.98%         |
| Education/Training              | \$15,000.00           | \$14,610.74           | \$389.26            | 2.60%         |
| Laboratory Fees                 | \$25,000.00           | \$17,966.20           | \$7,033.80          | 28.14%        |
| Maintenance/Repairs             | \$100,000.00          | \$62,175.77           | \$37,824.23         | 37.82%        |
| Insurance                       | \$110,000.00          | \$97,555.42           | \$12,444.58         | 11.31%        |
| NJDEP Fees                      | \$25,000.00           | \$18,327.86           | \$6,672.14          | 26.69%        |
| Permit/Compliance Fees          | \$100,000.00          | \$82,060.50           | \$17,939.50         | 17.94%        |
| Equipment                       | \$60,000.00           | \$19,125.30           | \$40,874.70         | 68.12%        |
| Sludge Removal                  | \$600,000.00          | \$551,458.31          | \$48,541.69         | 8.09%         |
| Contingency                     | \$25,000.00           | \$0.00                | \$25,000.00         | 100.00%       |
| Capital Improvement             | \$300,000.00          | \$300,000.00          | \$0.00              | 0.00%         |
| Renewal and Replacement         | \$200,000.00          | \$200,000.00          | \$0.00              | 0.00%         |
| <b>TOTAL</b>                    | <b>\$3,671,900.00</b> | <b>\$3,150,273.29</b> | <b>\$521,626.71</b> | <b>14.21%</b> |

The Expenditures/Treasurer's Report for the month of January was accepted on a motion offered by Mr. Benson, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

**TREASURER'S REPORT- FEBRUARY 1, 2016  
OPERATING ACCOUNT**

|                                  |                 |
|----------------------------------|-----------------|
| Balance as of January 1, 2016:   | \$ 1,460,854.19 |
| Receipts (January):              |                 |
| Hospitalization                  | 3,111.62        |
| Municipal Revenue                | 471,188.18      |
| Interest                         | 1,753.68        |
| Caesars Atlantic City            | 234.00          |
|                                  | \$ 476,287.51   |
|                                  | \$ 1,937,141.70 |
| Total Disbursements for January: | \$ 439,872.57   |
| Balance as of February 1, 2016:  | \$ 1,497,269.13 |

**RENEWAL & REPLACEMENT ACCOUNT**

|                                 |                      |
|---------------------------------|----------------------|
| Balance as of January 1, 2016:  | \$ 580,010.06        |
| Receipts:                       | 0.00                 |
| Disbursements:                  | 0.00                 |
| Balance as of February 1, 2016: | <u>\$ 580,010.06</u> |

**ESCROW ACCOUNT**

|                                 |                         |
|---------------------------------|-------------------------|
| Balance as of January 1, 2016:  | \$ 4,420.34             |
| Receipts:                       | 0.00                    |
| Disbursements:                  | 500.00                  |
|                                 | LTPA (450 ITC West TWA) |
|                                 | 600.00                  |
| Balance as of February 1, 2016: | <u>\$ 3,320.34</u>      |

**CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT**

|                                 |                      |
|---------------------------------|----------------------|
| Balance as of January 1, 2016:  | \$ 945,000.00        |
| Receipts:                       | 0.00                 |
| Disbursements:                  | 0.00                 |
| Balance as of February 1, 2016: | <u>\$ 945,000.00</u> |

**ANALYSIS OF BALANCES:**

|                        |               |
|------------------------|---------------|
| Capital Improvement    | \$ 900,000.00 |
| Reserve for Retirement | \$ 45,000.00  |

**EXPENDITURES REPORT - 2016 BUDGET**

2/1/16

|                                 | 2016                  | YEAR-TO-DATE        |                       | %             |
|---------------------------------|-----------------------|---------------------|-----------------------|---------------|
|                                 | BUDGET                | EXPENDITURES        | BALANCE               | REMAINING     |
| Admin - Salaries and Wages      | \$160,000.00          | \$22,827.51         | \$137,172.49          | 85.73%        |
| Trustee Admin Fees              | \$20,000.00           | \$10,681.72         | \$9,318.28            | 46.59%        |
| Administrative - Other Expenses | \$35,000.00           | \$1,864.74          | \$33,135.26           | 94.67%        |
| Legal                           | \$25,000.00           | \$1,755.60          | \$23,244.40           | 92.98%        |
| Audit                           | \$10,000.00           | \$0.00              | \$10,000.00           | 100.00%       |
| Engineer                        | \$20,000.00           | \$3,130.00          | \$16,870.00           | 84.35%        |
| Pension                         | \$86,000.00           | \$0.00              | \$86,000.00           | 100.00%       |
| Social Security                 | \$65,000.00           | \$9,261.95          | \$55,738.05           | 85.75%        |
| Unemployment                    | \$7,000.00            | \$1,736.96          | \$5,263.04            | 75.19%        |
| Hospitalization                 | \$219,260.00          | \$30,901.79         | \$188,358.21          | 85.91%        |
| Disability Insurance            | \$10,000.00           | \$1,384.67          | \$8,615.33            | 86.15%        |
| Operating - Salaries and Wages  | \$666,640.00          | \$90,397.21         | \$576,242.79          | 86.44%        |
| Reserve for Future Retirement   | \$5,000.00            | \$0.00              | \$5,000.00            | 100.00%       |
| Telephone                       | \$20,000.00           | \$959.43            | \$19,040.57           | 95.20%        |
| Electric                        | \$530,000.00          | \$0.00              | \$530,000.00          | 100.00%       |
| Propane/Fuel Oil/ Gasoline      | \$40,000.00           | \$876.99            | \$39,123.01           | 97.81%        |
| Supplies/Chemicals              | \$160,000.00          | \$1,613.69          | \$158,386.31          | 98.99%        |
| Laboratory Supplies             | \$10,000.00           | \$340.21            | \$9,659.79            | 96.60%        |
| Office                          | \$20,000.00           | \$10,550.23         | \$9,449.77            | 47.25%        |
| External Services               | \$20,000.00           | \$3,070.55          | \$16,929.45           | 84.65%        |
| Education/Training              | \$70,000.00           | \$1,852.00          | \$68,148.00           | 97.35%        |
| Laboratory Fees                 | \$30,000.00           | \$2,417.00          | \$27,583.00           | 91.94%        |
| Maintenance/Repairs             | \$150,000.00          | \$644.35            | \$149,355.65          | 99.57%        |
| Insurance                       | \$110,000.00          | \$37,353.99         | \$72,646.01           | 66.04%        |
| NJDEP Fees                      | \$25,000.00           | \$0.00              | \$25,000.00           | 100.00%       |
| Permit/Compliance Fees          | \$25,000.00           | \$0.00              | \$25,000.00           | 100.00%       |
| Equipment                       | \$60,000.00           | \$3,270.66          | \$56,729.34           | 94.55%        |
| Sludge Removal                  | \$700,000.00          | \$19,592.00         | \$680,408.00          | 97.20%        |
| Contingency                     | \$25,000.00           | \$0.00              | \$25,000.00           | 100.00%       |
| Capital Improvement             | \$200,000.00          | \$0.00              | \$200,000.00          | 100.00%       |
| Renewal and Replacement         | \$200,000.00          | \$0.00              | \$200,000.00          | 100.00%       |
| <b>TOTAL</b>                    | <b>\$3,723,900.00</b> | <b>\$256,483.25</b> | <b>\$3,467,416.75</b> | <b>93.11%</b> |

**EXPENDITURES REPORT - 2015 BUDGET**

2/5/16

|                                 | 2015                  | YEAR-TO-DATE          |                     | %                |
|---------------------------------|-----------------------|-----------------------|---------------------|------------------|
|                                 | <u>BUDGET</u>         | <u>EXPENDITURES</u>   | <u>BALANCE</u>      | <u>REMAINING</u> |
| Admin - Salaries and Wages      | \$155,000.00          | \$150,663.53          | \$4,336.47          | 2.80%            |
| Trustee Admin Fees              | \$30,000.00           | \$17,718.63           | \$12,281.37         | 40.94%           |
| Administrative - Other Expenses | \$35,000.00           | \$28,573.77           | \$6,426.23          | 18.36%           |
| Legal                           | \$25,000.00           | \$21,304.90           | \$3,695.10          | 14.78%           |
| Audit                           | \$14,000.00           | \$0.00                | \$14,000.00         | 100.00%          |
| Engineer                        | \$20,000.00           | \$11,690.00           | \$8,310.00          | 41.55%           |
| Pension                         | \$86,000.00           | \$77,573.00           | \$8,427.00          | 9.80%            |
| Social Security                 | \$60,000.00           | \$58,588.10           | \$1,411.90          | 2.35%            |
| Unemployment                    | \$7,000.00            | \$5,319.74            | \$1,680.26          | 24.00%           |
| Hospitalization                 | \$222,900.00          | \$200,395.64          | \$22,504.36         | 10.10%           |
| Disability Insurance            | \$10,000.00           | \$6,398.65            | \$3,601.35          | 36.01%           |
| Operating - Salaries and Wages  | \$632,000.00          | \$606,967.28          | \$25,032.72         | 3.96%            |
| Reserve for Future Retirement   | \$15,000.00           | \$15,000.00           | \$0.00              | 0.00%            |
| Telephone                       | \$18,000.00           | \$14,800.40           | \$3,199.60          | 17.78%           |
| Electric                        | \$527,000.00          | \$424,054.29          | \$102,945.71        | 19.53%           |
| Propane/Fuel Oil/ Gasoline      | \$35,000.00           | \$16,804.95           | \$18,195.05         | 51.99%           |
| Supplies/Chemicals              | \$140,000.00          | \$126,754.50          | \$13,245.50         | 9.46%            |
| Laboratory Supplies             | \$10,000.00           | \$8,720.28            | \$1,279.72          | 12.80%           |
| Office                          | \$20,000.00           | \$17,968.05           | \$2,031.95          | 10.16%           |
| External Services               | \$50,000.00           | \$46,565.64           | \$3,434.36          | 6.87%            |
| Education/Training              | \$15,000.00           | \$14,610.74           | \$389.26            | 2.60%            |
| Laboratory Fees                 | \$25,000.00           | \$18,092.20           | \$6,907.80          | 27.63%           |
| Maintenance/Repairs             | \$100,000.00          | \$63,759.11           | \$36,240.89         | 36.24%           |
| Insurance                       | \$110,000.00          | \$97,555.42           | \$12,444.58         | 11.31%           |
| NJDEP Fees                      | \$25,000.00           | \$18,327.86           | \$6,672.14          | 26.69%           |
| Permit/Compliance Fees          | \$100,000.00          | \$82,225.50           | \$17,774.50         | 17.77%           |
| Equipment                       | \$60,000.00           | \$19,125.30           | \$40,874.70         | 68.12%           |
| Sludge Removal                  | \$600,000.00          | \$597,082.31          | \$2,917.69          | 0.49%            |
| Contingency                     | \$25,000.00           | \$0.00                | \$25,000.00         | 100.00%          |
| Capital Improvement             | \$300,000.00          | \$300,000.00          | \$0.00              | 0.00%            |
| Renewal and Replacement         | \$200,000.00          | \$200,000.00          | \$0.00              | 0.00%            |
| <b>TOTAL</b>                    | <b>\$3,671,900.00</b> | <b>\$3,266,639.79</b> | <b>\$405,260.21</b> | <b>11.04%</b>    |

The pending vouchers for the month of February were approved for payment on a motion offered by Mr. Benson, seconded by Mr. Sylvester and the affirmative roll call vote of members present.

| <b>ESCROW ACCOUNT</b>             |             |
|-----------------------------------|-------------|
| Nusbaum Stein                     | \$451.00    |
| <b>OPERATING ACCOUNT</b>          |             |
| ADP                               | \$803.69    |
| AmeriGas Propane                  | \$1,126.83  |
| AEA                               | \$3,700.00  |
| Scott Allen (eye reimb)           | \$156.57    |
| Vince Barbato (work boot reimb)   | \$146.98    |
| Blue Diamond                      | \$283.55    |
| Cintas Corp.                      | \$582.80    |
| Cintas First Aid                  | \$71.14     |
| Cleary Giacobbe                   | \$1,032.50  |
| Coyne Chemical                    | \$4,715.17  |
| Daily Record                      | \$63.60     |
| Eurofins QC Labs                  | \$485.00    |
| Federal Express                   | \$22.26     |
| Fisher Scientific                 | \$48.16     |
| Grainger (                        | \$190.57    |
| Susan Grebe (petty cash, mileage) | \$274.06    |
| Hach                              | \$65.44     |
| JCP&L                             | \$40,426.43 |
| LTPA                              | \$1,260.00  |
| Lowe's                            | \$2,334.07  |
| MSA Payroll 2/5/16                | \$5,165.00  |
| MSA Payroll 2/12/16               | \$29,624.42 |
| MSA Payroll 2/26/16               | \$31,209.90 |
| NJSHBP                            | \$17,784.61 |

|                                    |             |
|------------------------------------|-------------|
| NJ American Water                  | \$2,801.44  |
| NJ Herald                          | \$35.70     |
| NJ WEA North Jersey Section        | \$300.00    |
| NJ WEF Registrar                   | \$152.00    |
| Northeast Industrial Tech          | \$14,923.15 |
| Nusbaum Stein                      | \$3,641.00  |
| One Call                           | \$9.92      |
| Passaic Valley Sewerage Commission | \$22,791.00 |
| Polydyne                           | \$1,944.00  |
| R-D Trucking                       | \$21,385.00 |
| R&J Control                        | \$3,124.00  |
| Steven Rattner                     | \$472.00    |
| Roxbury Township Water Dept.       | \$134.94    |
| James Schilling                    | \$667.63    |
| Shell Fleet                        | \$210.45    |
| Star Ledger                        | \$175.25    |
| TJs Trophies                       | \$125.95    |
| USA Bluebook                       | \$259.00    |
| Verizon                            | \$757.20    |
| Verizon Wireless                   | \$225.18    |
| WEF                                | \$886.00    |

The following correspondence for the month of February was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Pucilowski and the affirmative vote of members present.

- A. 2/2/16 Patrick Dwyer, Esq. – Letter to John Trombley at Givaudan Fragrances regarding Significant Indirect User Permit Application for 300 Waterloo Road, Mt. Olive
- B. 2/3/16 Borough Clerk Hopatcong – 2016 Reorganization Meeting Minutes Appointing Richard Schindelar as MSA Commissioner
- C. 2/19/16 Patrick Dwyer, Esq. – Letter to John Trombley at Givaudan Fragrances regarding Significant Indirect User Permit Application for 300 Waterloo Road, Mt. Olive
- D. 2/22/16 Ruggiero Plante Land Design – TWA Approval Permit, Woodmont Park at Roxbury, Roxwood Associates, LLC
- E. 2/23/16 Patrick Dwyer, Esq. – Letter to Judge Rigo at OAL regarding MSA v. NJDEP

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions or comments. Mr. Pucilowski asked about the generator repairs. Mr. Schilling explained that there was a power outage on Sunday and the generator started, ran briefly and then stopped. The staff called for service. Some parts were changed and the problem wound up being that rodents chewed a wire. Rodent pesticide was placed in areas so that the problem will not occur again.

Mr. Schilling reported that he is required to file the annual effluent report to the DRBC. He asked for authorization to file the report. A motion to authorize Mr. Schilling to file the DRBC report was offered by Mr. Schwab, seconded by Mr. Schindelar and the affirmative vote of members present.

Mr. Schilling also reported that proposals for engineering services were received. The review process has begun and can be discussed at the March meeting. Chairman Rattner asked about the review sheets and if there will be some kind of a point system to make a decision. Mr. Schilling explained the review process. Each of the commissioners of the Engineering Committee will rank the received proposals independently and then the Committee will get together to make a decision.

The Director's Report and the Maintenance and Repairs Report for the month of February were accepted on a motion offered by Mr. Sylvester, seconded by Mr. Schindelar and the affirmative vote of members present.

Lee Purcell reported on a TWA Application received for Woodmont Park at Roxbury from Roxwood Associates, LLC. He discussed the project with Cesira Ruggiero of Ruggiero Plante Land Design, the firm that sent the submission to the MSA. He explained that a TWA Permit for this project was issued in 2006 at which time the MSA had endorsed the Consent Forms for the permit application. That permit has lapsed and a new permit must be issued. He discussed the project with Ms. Ruggiero and it seems like the entire project is still the same except for an increase in the flow. Mr. Purcell will review the plans and specifications submitted with the application. He explained there must be an inter-municipal agreement between Netcong and Roxbury which will make the project somewhat difficult to complete. A sewer line for the project in Roxbury will go off site into the Borough of Netcong and go 500 feet down Barone Street where it will tie into the MSA's interceptor. He advised that the MSA should only consent to the project if both Roxbury and Netcong endorse it. He discussed having a meter included in the project to measure the flow from Roxbury. He also noted that the meter chamber would be the MSA's responsibility to operate. Mrs. Michetti indicated that Netcong would have to review the part of the project in the Borough and the meter chamber would have to be constructed according to the MSA's requirements. Mr. Purcell said he would prepare a report and include those conditions. The commissioners discussed the meter chamber that would be the MSA's responsibility and the service agreement.

There was additional discussion comparing a Mount Olive Township meter chamber and if the MSA were to take the responsibility of that meter chamber also. Mr. McNeilly suggested that the Authority stay with its current practice. Mr. Purcell noted that the flow in the meter chamber for the project would be very low, less than 50,000 gallons a day, which will make it a very problematic meter chamber to deal with. Mr. Schilling explained about the eight meter chambers throughout the municipalities and that the MSA owned and maintained six of them. Mr. McNeilly noted that an escrow for the project should be requested. Mr. Purcell suggested that Roxbury and Netcong could consider establishing a set number for the flow so that a meter would not be needed. Mrs. Michetti asked if Mr. Purcell could write a letter to Roxbury Township explaining the position with the MSA's perspective along with his report. Mr. Purcell said that Netcong should also be copied on the letter and his report.

Fenton Purcell, PE reminded the commissioners that the Authority will need to submit a compliance report on July 1, 2016 for the NJDEP Permit. Some work will need to be done by the MSA Engineer.

Mr. Purcell reported further on the meeting held with Givaudan on February 17<sup>th</sup> for their SIU Permit application. He noted that a summary of his comments on the permit application was sent out to the commissioners and asked if anyone had questions. He had a couple more general observations to surmise. He discussed the BOD and COD levels in the untreated industrial waste and indicated that the Mount Olive Township Engineer had a concern with those levels. Mr. Purcell recommended that the MSA not sign the application. Chairman Rattner discussed the application and the fact that it needed to go through Mount Olive first for approval. Mr. Purcell said that a treatability study should definitely be performed by Givaudan because the type of treatment they are proposing will not handle the COD. Mr. Schilling said he researched the application and spoke to a NJDEP representative about the application. Essentially the application is incomplete since no one will consent to it. He explained about regulatory enforcement for all seven towns the MSA serves. The NJDEP has the MSA's sewer ordinance on file. The ordinance has language about what types of waste the MSA can and cannot accept. There was also some language about the MSA supporting the industrial treated waste. Mr. Schilling further explained the NJDEP's review process of loadings based on the MSA's permit for COD and BOD. Mr. Dwyer indicated that the old sewer services agreements talk about not taking industrial waste and there is no distinction about pretreated or not pretreated. Mr. McNeilly noted that the regulation for industrial waste has been a detriment, but has also been supported by all the municipalities since the MSA started. Mr. Schilling noted that the NJDEP forwarded him a copy of the sewer ordinance dated 2001 and signed by his predecessor that indicates the MSA has guidelines on pretreated waste. Mr. Dwyer noted that it conflicts with the original sewer service agreements. Mr. McNeilly advised that consent to this application would be a poor decision on the MSA's part and that the MSA is a sanitary plant and should not consider accepting industrial waste. Chairman Rattner noted that Mr. Schilling has been handling the situation very well over the past six months.

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

Lee Purcell, Fenton Purcell and Mr. Joss left the meeting at 8:44 PM.

Motion made by Mr. Sylvester, seconded by Mrs. Michetti and the affirmative roll call vote of members present for the commissioners to go into closed session at 8:46 PM:

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9) permits the exclusion of the public from meeting in certain circumstances;

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Musconetcong Sewerage Authority as follows:

1. The public shall be excluded from discussion and action of the closed session of the Musconetcong Sewerage Authority;
2. The general nature of the subject matter to be discussed is as follows: Personnel Negotiations  
The above subject matter will be made public once negotiations are complete and it is deemed to be in the public interest.

Motion to reopen the meeting to the public at 8:57 PM was offered by Mr. McNeilly, seconded by Mr. Schwab and the affirmative vote of members present.

Motion was made by Mr. Sylvester that the current status of the Union Contract as presented at the last meeting is the same and there is no change in position with the error for overtime and double over time, seconded by Mr. McNeilly and the affirmative vote of members present.

Motion made by Mr. Pucilowski, seconded by Mr. Bruno and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 9:01 PM.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Susan Grebe".

Susan Grebe,  
Administrative Assistant