

REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY

Chairman Rattner called the meeting to order at 7:30 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, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester
- MEMBERS ABSENT:** Donald Bates, Andrew Cangiano, Michael Grogan, Brian McNeilly
- OTHERS PRESENT:** Patrick Dwyer Esq., James Wancho PE, Debbie Palma QPA, James Schilling MSA Director, Susan Grebe Administrative Assistant, Matthew Mee and Chris Gulics of PS&S

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of June 28, 2018 were approved on a motion offered by Mr. Bruno, seconded by Mr. Schwab. Roll Call:

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

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

Treasurer's Report- July 1, 2018
Operating Account

Balance as of June 1, 2018: **\$1,581,719.65**

Receipts (June):

Hospitalization	2,218.70
Municipal Revenue	321,292.74
Netcong Borough (dump truck)	2,500.00
Escrow Transfer (postage Waterloo RD. ESA)	13.50
Total Receipts:	<u>326,024.94</u>

Disbursements (June):

NJSHBP (June Health Ins.)	\$13,688.06
Administrative Salaries	\$6,206.04
Operating Salaries	\$23,588.48
Unemployment	\$199.10
Social Security	\$2,505.95
Health Waiver - 2nd qtr	\$4,808.74
Administrative Salaries	\$6,206.04
Operating Salaries	\$26,466.59
Unemployment	\$153.87
Social Security	\$2,418.70
ADP	\$624.83
Accurate Waste	\$30,250.00
Scott Allen (dental, mileage, disability)	\$601.31
American Wear	\$759.10
Applied Analytics	\$3,950.00
Aqua Pro-Tech Labs	\$675.00
Nicholas Barbato (disability reimb)	\$64.03
E. Vincent Barbato (disability reimb)	\$64.03
Blue Diamond Disposal	\$297.70
Patrick Biasi (disability reimb)	\$64.03
Cintas First Aid	\$116.52
Cleary Giacobbe	\$88.10
Coburn Chemicals	\$7,608.76
Robert Colabella (disability reimb)	\$64.03

Keith DeFazio (disability reimb)	\$64.03
Ferraioni, Wielkotz, Cerullo & Cuva	\$9,675.00
Fisher Scientific	\$287.54
Grainger	\$200.60
Susan Grebe (petty cash & mileage)	\$96.84
Dave Heiner Associates	\$5,904.00
Thomas Henderson Construction	\$5,854.55
JCP&L	\$4,568.73
Corey Jozowski (mileage)	\$27.14
Kenvil Power Mower	\$323.00
Lowe's Companies	\$306.35
Mission Communications	\$3,787.80
NJ American Water	\$827.75
Nusbaum Stein	\$655.60
Nusbaum Stein	\$600.60
Office Concepts Group	\$672.77
One Call Concepts	\$82.50
PCS Pump	\$24,614.17
PS&S	\$24,614.17
Passaic Valley Sewerage Commission	\$64,123.78
Polydyne	\$1,562.40
Roxbury Twp. Water Dept.	\$134.94
Safelite Fulfillment	\$677.94
James Schilling (dental, miles, disability)	\$986.88
Shell Fleet	\$393.64
State Industrial Products	\$1,857.60
David Stracco (disability reimb)	\$64.03
Tractor Supply	\$232.97
Treasurer, State of NJ	\$17,580.35
Tritec Office Equipment	\$83.73
USA Bluebook	\$11.49
Unum Life Insurance	\$1,464.35
Verizon	\$759.82
Verizon Communications	\$159.07
Verizon Wireless	\$225.18
WEF	\$107.00

Total Disbursements for June: \$ 291,325.45
Balance as of July 1, 2018: \$ 1,616,419.14

RENEWAL & REPLACEMENT ACCOUNT

Balance as of June 1, 2018: \$ 345,065.26
Receipts: 0.00
Disbursements: 0.00
Balance as of July 1, 2018: \$ 345,065.26

ESCROW ACCOUNT

Balance as of June 1, 2018: \$ 8,965.74
Receipts: 0.00
Disbursements: Transfer to Operating Acct (Waterloo Rd. ESA waiver) 13.50
Balance as of July 1, 2018: \$ 8,952.24

CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT

Balance as of June 1, 2018: \$ 1,308,078.70
Receipts: 0.00
Disbursements: Daily Record (Primary Clarifier #1) 16.34
Nusbaum Stein (Contract #270, Primary Clfrs #1 & #2) 1,040.60
PS&S (Contract #270 & Primary Clarifier #1) 6,390.61
Suburban Consulting (GIS Project) 12,425.00
Balance as of July 1, 2018: \$ 1,288,206.15

ANALYSIS OF BALANCES:

Capital Improvement \$ 1,238,206.15
Reserve for Retirement \$ 50,000.00

EXPENDITURES REPORT – 2018 BUDGET
July 1, 2018

	2018	YEAR-TO-DATE		%
	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>REMAINING</u>
Admin - Salaries and Wages	\$165,000.00	\$87,157.46	\$77,842.54	47.18%
Trustee Admin Fees	\$20,000.00	\$7,515.00	\$12,485.00	62.43%
Administrative - Other Expenses	\$40,000.00	\$12,103.71	\$27,896.29	69.74%
Legal	\$30,000.00	\$11,310.80	\$18,689.20	62.30%
Audit	\$15,000.00	\$1,875.00	\$13,125.00	87.50%
Engineer	\$30,000.00	\$13,918.61	\$16,081.39	53.60%
Pension	\$100,000.00	\$1,363.00	\$98,637.00	98.64%
Social Security	\$65,500.00	\$33,868.98	\$31,631.02	48.29%
Unemployment	\$7,000.00	\$5,104.41	\$1,895.59	27.08%
Hospitalization	\$220,000.00	\$94,531.96	\$125,468.04	57.03%
Disability Insurance	\$10,000.00	\$4,816.88	\$5,183.12	51.83%
Operating - Salaries & Wages	\$684,500.00	\$345,758.54	\$338,741.46	49.49%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$9,889.43	\$10,110.57	50.55%
Electric	\$482,500.00	\$164,616.98	\$317,883.02	65.88%
Propane/Fuel Oil/ Gasoline	\$29,000.00	\$11,956.27	\$17,043.73	58.77%
Supplies/Chemicals	\$170,000.00	\$107,029.15	\$62,970.85	37.04%
Laboratory Supplies	\$12,000.00	\$4,403.45	\$7,596.55	63.30%
Office	\$25,000.00	\$21,366.35	\$3,633.65	14.53%
External Services	\$70,000.00	\$22,880.44	\$47,119.56	67.31%
Education/Training	\$20,000.00	\$11,717.40	\$8,282.60	41.41%
Laboratory Fees	\$30,000.00	\$5,667.33	\$24,332.67	81.11%
Maintenance/Repairs	\$180,000.00	\$85,234.52	\$94,765.48	52.65%
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	\$20,735.24	-\$15,735.24	-314.70%
Equipment	\$60,000.00	\$56,514.72	\$3,485.28	5.81%
Sludge Removal	\$720,000.00	\$295,357.78	\$424,642.22	58.98%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$100,000.00	\$50,000.00	\$50,000.00	50.00%
Renewal and Replacement	\$300,000.00	\$150,000.00	\$150,000.00	50.00%
TOTAL	\$3,770,500.00	\$1,743,646.94	\$2,026,853.06	53.76%

EXPENDITURES REPORT – 2017 BUDGET
July 1, 2018

	2017	YEAR-TO-DATE		%
	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>REMAINING</u>
Admin - Salaries and Wages	\$165,000.00	\$158,702.66	\$6,297.34	3.82%
Trustee Admin Fees	\$20,000.00	\$15,030.00	\$4,970.00	24.85%
Administrative - Other Expenses	\$40,000.00	\$33,670.43	\$6,329.57	15.82%
Legal	\$30,000.00	\$24,978.10	\$5,021.90	16.74%
Audit	\$10,000.00	\$7,800.00	\$2,200.00	22.00%
Engineer	\$30,000.00	\$10,456.59	\$19,543.41	65.14%
Pension **	\$90,000.00	\$89,468.54	\$531.46	0.59%
Social Security	\$68,000.00	\$63,711.42	\$4,288.58	6.31%
Unemployment	\$7,000.00	\$6,033.18	\$966.82	13.81%
Hospitalization **	\$228,500.00	\$173,123.05	\$55,376.95	24.23%
Disability Insurance	\$10,000.00	\$6,617.93	\$3,382.07	33.82%
Operating - Salaries & Wages	\$700,000.00	\$647,992.33	\$52,007.67	7.43%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$17,914.14	\$2,085.86	10.43%
Electric **	\$500,000.00	\$410,567.43	\$89,432.57	17.89%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$13,349.56	\$26,650.44	66.63%
Supplies/Chemicals	\$160,000.00	\$145,912.00	\$14,088.00	8.81%
Laboratory Supplies	\$12,000.00	\$8,215.65	\$3,784.35	31.54%
Office	\$25,000.00	\$18,857.86	\$6,142.14	24.57%
External Services	\$70,000.00	\$65,314.76	\$4,685.24	6.69%
Education/Training	\$20,000.00	\$6,913.30	\$13,086.70	65.43%
Laboratory Fees	\$30,000.00	\$13,990.86	\$16,009.14	53.36%
Maintenance/Repairs **	\$150,000.00	\$145,029.79	\$4,970.21	3.31%
Insurance	\$110,000.00	\$97,149.97	\$12,850.03	11.68%

NJDEP Fees	\$25,000.00	\$21,807.07	\$3,192.93	12.77%
Permit/Compliance Fees	\$25,000.00	\$1,820.60	\$23,179.40	92.72%
Equipment	\$60,000.00	\$58,457.96	\$1,542.04	2.57%
Sludge Removal **	\$700,000.00	\$632,061.09	\$67,938.91	9.71%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$200,000.00	\$200,000.00	\$0.00	0.00%
Renewal and Replacement	\$200,000.00	\$200,000.00	\$0.00	0.00%
TOTAL	\$3,770,500.00	\$3,294,946.27	\$475,553.73	12.61%

****TRANSFERS 11/21/17**

Hospitalization to Pension	\$10,000.00
Electric to Sludge	\$25,000.00
Electric to Maint. & Repairs	\$25,000.00

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

CAPITAL IMPROVEMENT ACCCOUNT:

GMH Associates	\$46,107.43
PS&S	\$9,522.85
Suburban Consulting Engineers	\$9,121.10

ESCROW ACCOUNT:

Nusbaum Stein	\$308.00
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OPERATING ACCOUNT:

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
MSA Payroll 6/29/18	\$34,135.85
MSA Payroll 7/13/18	\$31,196.45
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.	\$240.00
Nusbaum, Stein, Goldstein, Bronstein, Kron	\$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 (capital planning, air permitting)	\$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 payment 2002, 2007B & 2010A)	\$413,981.60
Verizon	\$760.29
Verizon Communications	\$79.62
Verizon Wireless	\$226.16

Mr. Pucilowski asked about the correspondence received regarding the NJDEP Compliance Inspection on June 27th. Mr. Schilling explained that the EPA conducted an unscheduled inspection. An enforcement agent from the NJDEP was also present. Subsequently, a report was issued indicating that the DEP Agent had also conducted an inspection of the facilities that date and everything was in compliance. The following correspondence for the month of July was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. Schindelar and the affirmative vote of members present.

- A. 6/27/18 Local 32 – Notice of US Supreme Court Decision
- B. 7/6/18 NJDEP – Compliance Inspection on June 27, 2018
- C. 7/13/18 Rutgers University – Certificate to James Schilling for NJDEP UST Training Class

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions. Chairman Rattner said that the revised Capital Program Report looked good. Chairman Rattner and Mr. Schilling thanked Mrs. Michetti for her help revising the report. Chairman Rattner updated the commissioners regarding the Capital Program and also talked about the current MSA debt service. The Engineering Committee will decide what projects are currently needed and the Finance Committee will meet to discuss budgeting and costs for the projects.

Mr. Schilling reported that the Engineering Committee held a meeting on July 11th to discuss the currently needed capital projects. He followed up with a summary of that meeting, which he sent to all the commissioners. He noted that there are a series of resolutions on the agenda for some of the projects currently needed. The Engineering Committee's recommendation was to proceed in 2019 with the headworks project and 2020 for tertiary treatment. Mr. Schilling also noted that he put recommendations in his monthly report for the resolutions that are on the agenda, along with costs for the projects.

Mr. Schilling updated the commissioners that he passed the UST exam for a Class A-B Operator UST License. He had forwarded a copy of the certificate to the commissioners.

Mr. Schilling also reported that Hopatcong, Netcong and Roxbury had new meters installed in their meter chambers earlier that day. All of the six meter chambers that the MSA owns and manages have now been upgraded.

Mr. Schilling summarized the number of call-ins due to rag blockages and power failures for the month of July.

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

The Repairs and Maintenance Report for the month of July was accepted on a motion offered by Mr. Schwab, seconded by Mr. Schindelar and the affirmative vote of members present.

Mr. Wancho updated the commissioners regarding Contract #270. The drive units are scheduled to be shipped on August 15th. The sandblasting and painting covered under Change Order #1 has been completed. They are waiting for the final pieces of equipment to finish the work inside the tank. PS&S was able to obtain two quotes for additional rehabilitation work that may be necessary for Sludge Thickener #3. GMH submitted the lowest quote.

Mr. Wancho reported regarding the primary clarifier drive replacement work. GMH started the painting and sandblasting of Primary Clarifier #1. The drive unit is scheduled for delivery on July 31st. Primary Clarifier #2 is scheduled for shipment on August 13th.

Mr. Wancho also reported that PS&S has been working on the effluent micro strainers. They have looked at a new micro strainer unit, which is Huber. They also made a site visit to Hightstown Wastewater Treatment Plant to look at the Leopold filters. PS&S is comparing costs and reviewing which equipment would be best for the MSA Plant.

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

Resolution No. 18-33 - 2017 Annual Audit Certification was tabled until the August 23rd meeting. Chairman Rattner noted that the Finance Committee has met to discuss the 2017 Audit, but they still need to meet with the Auditor.

Chairman Rattner suggested that Resolutions #18-35 through #18-41 be considered for approval with one consent resolution vote. He noted that they were all related to the same work that was previously discussed. He asked if any of the commissions would like to discuss any of the individual resolutions or had any objections. There were no objections. A motion was made by Mr. Schindelar to approve Resolution #18-35, Resolution #18-36, Resolution #18-37, Resolution #18-38, Resolution #18-39, Resolution #18-40 and Resolution #18-41, seconded by Mr. Schwab and the affirmative roll call vote of members present.

RESOLUTION NO. 18-35
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with a Contract
to Replace Micro Strainers in Plants #1 and #2

WHEREAS, the Musconetcong Sewerage Authority requires consulting engineering services in connection with preliminary design services for the replacement of micro screens for treatment trains in plant numbers 1 and 2; 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 Mott MacDonald, as Consulting Engineers, recommended replacement of the micro strainers by Memorandum to the MSA dated February 21, 2018; and

WHEREAS PS&S has submitted a proposal dated April 24, 2018 (copy attached) to render professional engineering services in connection with the micro screen replacement project; and

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

WHEREAS PS&S has estimated the amount of time and cost for each phase of its services as follows:

Task 1:	Site Survey/Meetings	\$ 3,000
Task 2:	Preliminary Design Report	\$11,500
Task 3	Preliminary Design	\$50,000
	Other Direct Costs	<u>\$ 500</u>
	Total	\$65,000

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract is hereby awarded to PS&S to provide preliminary design engineering services in connection with the replacement of micro strainers for plants 1 and 2 in an amount not to exceed \$3,000 for Site Survey/Meetings, not to exceed \$11,500 for Preliminary Design Report, and not to exceed \$50,000 for Preliminary Design, and not to exceed \$500 for other direct costs, for a total of \$65,000, pursuant to the Proposal from PS&S dated April 24, 2018; 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.

RESOLUTION NO. 18-36
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract to GMH Associates of America, Inc.
for Installation of a DBS S25-AE Bridge Mounted Drive Unit Under
Existing PVSC Co-Op Contract B108-10

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace a Drive Unit on a primary tank; and

WHEREAS pursuant to N.J.S.A. 40A:11-10 the contracting unit may, without advertising for bids, purchase goods or services under a contract entered into with a cooperative purchasing entity; and

WHEREAS the MSA is a member of the North Jersey Wastewater Cooperative Pricing System ("NJWCPS") and the Passaic Valley Sewerage Commission ("PVSC") is the lead agency of the NJWCPS; and

WHEREAS the NJWCPS is registered with the New Jersey Division of Local Government Services; and

WHEREAS the NJWCPS is a cooperative purchasing system as set forth in NJAC §5:34-7.4; and

WHEREAS PVSC, as lead agency for NJWCPS, has obtained bids and awarded a contract to GMH Associates of America, Inc. ("GMH") for certain goods and services including installation of a DBS S25-AE Bridge Mounted Drive Unit pursuant to PVSC Co-Op Contract B108-10; and

WHEREAS MSA desires to utilize the contract obtained by PVSC with GMH; and

WHEREAS GMH has provided a Quote (Quote #Q18158T) for such services to MSA dated July 12, 2018 pursuant to PVSC Contract B108-10 in the amount of \$17,300.00; and

WHEREAS MSA has ordered the DBS S25-AE Drive Unit and delivery is expected in the near future; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a contract to GMH for installation of a DBS S25-AE Bridge Mounted Drive Unit; and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$17,300.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract; and be it

FURTHER RESOLVED that GMH shall execute MSA's Site Access Agreement; prior to entering MSA's facility; and be it

FURTHER RESOLVED, that James Schilling, as Director, is hereby authorized to execute the contract and take such other actions as are necessary to complete said purchase and said services on behalf of the Musconetcong Sewerage Authority.

RESOLUTION NO. 18-37

**Resolution of the Musconetcong Sewerage Authority
Awarding a Contract to GMH Associates of America, Inc.
for Labor and Materials to Supply and Install Two (2) DBS D30-AE Drive Units
Pursuant to PVSC Contract No. B108-10**

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace two (2) drive units on the Secondary Clarifier Tank at its sewerage treatment facility; and

WHEREAS pursuant to N.J.S.A. 40A:11-10 the contracting unit may, without advertising for bids, purchase goods or services under a contract entered into with a cooperative purchasing entity;

WHEREAS the MSA is a member of the North Jersey Wastewater Cooperative Pricing System ("NJWCPS") and the Passaic Valley Sewerage Commission ("PVSC") is the lead agency of the NJWCPS; and

WHEREAS the NJWCPS is registered with the New Jersey Division of Local Government Services; and

WHEREAS the NJWCPS is a cooperative purchasing system as set forth in NJAC §5:34-7.4; and

WHEREAS PVSC, as lead agency for NJWCPS, has obtained bids and awarded a contract to GMH Associates of America, Inc. ("GMH") for the materials and installation of drive units such as the ones needed by MSA, specifically referred to as DBS D30-AE (PVSC Contract B108-10); and

WHEREAS MSA desires to utilize the contract obtained by PVSC with GMH;

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 goods and services necessary for the installation of a two DBS D30-AE drive units as described in the Proposal from GMH dated June 29, 2018 (Quote #Q18136TR1); and

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$77,726.00 for the purchase of two DBS D30-AE drive units (for 16 week delivery) and \$57,000.00 for the installation of said units without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract; and be it

FURTHER RESOLVED that GMH shall execute MSA's Site Access Agreement; prior to entering MSA's facility; and be it

FURTHER RESOLVED, that James Schilling, as Director, is hereby authorized to execute the contract and take such other actions as are necessary to complete said purchase on behalf of the Musconetcong Sewerage Authority.

RESOLUTION NO. 18-38
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract to GMH Associates of America, Inc.
for Labor and Materials to Supply Replacement Items and
Perform Work on Gravity Thickener #3

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace certain parts and to perform work on Gravity Thickener #3; and
 WHEREAS has solicited proposals for the type of work involved which includes removing and replacing squeegees, sandblasting and coating metal components, and received the following:

CFM Construction, Inc.	\$55,750.00
GMH Associates of America, Inc. ("GMH")	\$39,995.00.

WHEREAS GMH Associates of America, Inc. submitted the lowest responsible bid; and
 WHEREAS it is noted that although the two proposals received were for different Gravity Thickeners at MSA's facility that the work to be performed under each proposal was the same so that the proposals are comparable;

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 goods and services necessary for the proposed work; and

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$39,995.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract; and be it

FURTHER RESOLVED that GMH shall execute MSA's Site Access Agreement; prior to entering MSA's facility; and be it

FURTHER RESOLVED, that James Schilling, as Director, is hereby authorized to execute the contract and take such other actions as are necessary to complete said purchase on behalf of the Musconetcong Sewerage Authority.

RESOLUTION NO. 18-39
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with a Contract
to Replace Primary Clarifier #2 Drive Unit

WHEREAS the MSA recently contracted for the delivery and installation of a new Primary Clarifier #2 drive unit; and

WHEREAS, the Musconetcong Sewerage Authority ("MSA") requires consulting engineering services in connection with replacement of Primary Clarifier #2 Drive Unit; 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 July 12, 2018 (copy attached) to render professional engineering services in connection with the project; and

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

WHEREAS PS&S has estimated the amount of time and cost for each phase of its services as follows:

12 hours on Construction Phase Office Engineering	\$1,800.00
30 hours on Construction Phase Field Engineering	\$4,500.00
Other direct charges	<u>\$ 200.00</u>
Total	\$6,500.00

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 the replacement of Primary Clarifier #2 drive unit in an amount not to exceed \$1,800 for office engineering, and an amount not to exceed \$4,500 for field engineering, and an amount not to exceed \$200 for other direct charges, for a total of \$6,500.00, pursuant to the Proposal from PS&S dated July 12, 2018; 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.

RESOLUTION NO. 18-40
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with a Contract
to Replace and Install Two Secondary Clarifier Drive Units

WHEREAS the MSA recently contracted for the delivery and installation of two new Secondary Clarifier #1 and #2 drive units (the "Project"); and
WHEREAS, the Musconetcong Sewerage Authority ("MSA") requires consulting engineering services in connection with the Project; 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 July 12, 2018 (copy attached) to render professional engineering services in connection with the Project; and
WHEREAS, the Musconetcong Sewerage Authority is desirous of engaging PS&S to perform said work; and
WHEREAS PS&S has estimated the amount of time and cost for each phase of its services as follows:

20 hours on Construction Phase Office Engineering	\$ 3,000.00
52 hours on Construction Phase Field Engineering	\$ 7,800.00
Other direct charges	<u>\$ 500.00</u>
Total	\$11,300.00

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 the replacement of two Secondary Clarifier drive units in an amount not to exceed \$3,000 for office engineering, and an amount not to exceed \$7,800 for field engineering, and an amount not to exceed \$500 for other direct charges, for a total of \$11,300.00, pursuant to the Proposal from PS&S dated July 12, 2018; 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.

RESOLUTION NO. 18-41
Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with Contracts
for Work on Gravity Thickeners #2 and #3

WHEREAS the MSA recently contracted for sandblasting, preparation and coating of Gravity Thickeners #2 and #3 tank/equipment (the "Project"); and
WHEREAS, the Musconetcong Sewerage Authority ("MSA") requires consulting engineering services in connection with the Project; 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 July 13, 2018 (copy attached) to render professional engineering services in connection with the Project; and
WHEREAS, the Musconetcong Sewerage Authority is desirous of engaging PS&S to perform said work; and
WHEREAS PS&S has estimated the amount of time and cost for each phase of its services as follows:

<u>Gravity Thickener #2</u>	
Construction Phase Field Engineering	\$2,100.00
<u>Gravity Thickener #3</u>	
Construction Phase Office Engineering	\$2,400.00
Construction Phase Field Engineering	\$4,800.00
Other direct charges	<u>\$ 500.00</u>
Total	\$9,800.00

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 Construction Phase Field Engineering for Gravity Thickener #2 in an amount not to exceed \$2,100.00; and for Gravity Thickener #3 Construction Phase Office Engineering in an amount not to exceed \$2,400.00, Construction Phase Field Engineering in an amount not to exceed \$4,800.00, and for Other Direct Charges in an amount not to exceed \$500.00, for a total of \$9,800.00 pursuant to the Proposal from PS&S dated July 13, 2018; 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.

Mrs. Palma left the meeting at 7:45.

Mr. Schwab reported that the Finance Committee has not met with the Auditor yet and that the Auditor had sent the 2017 MSA Audit to the State without the Authority's approval. The Finance Committee is discussing options at this time, which is why the 2017 Audit Certification was tabled earlier that evening.

Mr. Dwyer reported that he received a letter from the NJ Office of Administrative Law indicating that the Authority will be placed on the inactive list for another six months while the DEP studies the limit for total nitrates. A conference call with the Deputy Attorney General has been scheduled on January 22, 2019.

Motion made by Mr. Pucilowski, seconded by Mr. Schindelar and the affirmative roll call vote of members present for the commissioners to go into closed session at 7:50 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: Potential litigation

The above subject matter will be made public once the threat of litigation is complete, or in the event litigation occurs, upon conclusion of the litigation.

Motion to reopen the meeting to the public at 8:39 PM was offered by Mrs. Michetti, seconded by Mr. Sylvester and the affirmative vote of members present.

A motion was made by Mr. Pucilowski stating that the Authority will do air testing based on NJDEP requirements, and will review quotes that have been obtained by PS&S for air testing, and consider awarding the air testing project, seconded by Mr. Rattner and the affirmative vote of members present.

Motion made by Mr. Sylvester, seconded by Mrs. Michetti and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:41 PM.

Respectfully Submitted:



Susan Grebe,
Administrative Assistant