

**REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY**

Chairman Rattner called the meeting to order at 7:35 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, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester

**MEMBERS ABSENT:** Donald Bates, Andrew Cangiano

**OTHERS PRESENT:** Patrick Dwyer Esq., James Wancho PE, Debbie Palma QPA, James Schilling MSA Director

Chairman Rattner opened and closed the meeting to the public.

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

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

The closed session meeting minutes of April 26, 2018 were approved on a motion offered by Mr. McNeilly, seconded by Mr. Bruno. Roll Call:

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

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

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

**Balance as of April 1, 2018:** **\$1,698,650.20**  
**Receipts (April):**

Hospitalization	2,218.70
TD Bank Penny Arcade Settlement	0.03
Municipal Revenue	<u>350,386.07</u>
<b>Total Receipts:</b>	<u><b>352,604.80</b></u>

**Disbursements (April):**

Unum (1st qtr 2018)	\$1,504.17
NJSHBP (April Health Ins.)	\$13,688.06
Administrative Salaries	\$8,088.18
Operating Salaries	\$23,767.51
Unemployment	\$432.91
Social Security	\$2,306.27
Administrative Salaries	\$6,088.18
Operating Salaries	\$23,651.56
Unemployment	\$431.23
Social Security	\$2,297.39
ADP	\$564.08
ATS Environmental	\$3,725.00
Accurate Waste Systems	\$50,112.00
Scott Allen (NJWEA conf, miles, dental)	\$1,116.18
American Wear	\$1,971.01
AmeriGas Propane	\$1,502.36
Aqua Pro-Tech Labs	\$285.00
Bally's Atlantic City	\$2,712.00

Nicholas Barbato (NJWEA conf)	\$361.00
Donald Bates (NJWEA conf)	\$361.00
Bearing & Drive Solutions	\$5,297.61
Bio Triad Environmental	\$17,750.00
Blue Diamond Disposal	\$595.40
Cintas First Aid	\$1,263.88
City Fire Equipment	\$165.00
Cleary Giacobbe	\$245.00
Coburn Chemical	\$4,453.31
Constellation New Energy	\$50,084.49
E&G Exterminators	\$230.00
Environmental Resources	\$399.62
Fisher Scientific	\$277.17
Fleet Pump	\$2,050.00
Franks Trattoria	\$421.40
Grainger	\$218.50
Susan Grebe (mileage & petty cash)	\$155.79
Michael Grogan (NJWEA Conf)	\$361.00
Hach Company	\$416.44
Horizon Tool & Mold	\$835.00
JCP&L	\$16,867.00
Corey Jozowski (mileage)	\$54.28
Lackawanna Computer Repair	\$3,805.78
Lowe's	\$122.20
Maryland Biochemical	\$10,544.99
McMaster Carr	\$1,915.54
Brian McNeilly (NJWEA Conf)	\$361.00
Mott MacDonald	\$350.00
NJ American Water	\$791.20
NJ Door Works	\$4,940.00
NJ Utility Authorities	\$56,536.81
NJWEA Registrar	\$3,808.00
Nusbaum Stein	\$2,664.20
Office Concepts Group	\$1,001.24
One Call Concepts	\$82.50
PCS Pump & Process	\$1,002.24
PS&S	\$19,954.43
Pan Metro Services	\$600.00
Passaic Valley Sewerage Commission	\$29,516.00
Polydyne	\$1,562.40
Michael Pucilowski (NJWEA Conf)	\$248.00
Pumping Service	\$7,901.13
Rutgers University	\$275.00
James Schilling (NJWEA Conf & mileage)	\$884.09
Joseph Schwab (NJWEA Conf)	\$474.00
Shell Fleet	\$348.12
Sign Connection	\$920.00
David Stracco (dental reimb)	\$207.00
Tractor Supply Company	\$69.97
Treasurer, State of NJ	\$1,267.00
Treasurer, State of NJ	\$3,707.00
USA Bluebook	\$260.01
United Federated Systems	\$1,197.00
Verizon	\$754.74
Verizon Communications	\$74.79
Verizon Wireless	\$225.18
WEF	\$344.00

Total Disbursements for April: \$ 407,528.54  
Balance as of May 1, 2018: \$ 1,647,433.46

**RENEWAL & REPLACEMENT ACCOUNT**

Balance as of April 1, 2018: \$ 328,168.66  
Receipts: 0.00  
Disbursements: JEV Construction (Contract #265) 131,118.66  
Mott MacDonald (Contract #265) 1,144.24  
Nusbaum Stein (Contract #265) 198.00  
Balance as of May 1, 2018: \$ 195,707.76

**ESCROW ACCOUNT**

Balance as of April 1, 2018:		\$ 6,748.24
Receipts:		0.00
Disbursements:	Mott MacDonald (Crownpoint Development)	282.50
Balance as of May 1, 2018:		<u>\$ 6,465.74</u>

**CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT**

Balance as of April 1, 2018:		\$ 1,323,465.49
Receipts:		0.00
Disbursements:	Daily Record (Contract #270.00)	9.89
	Mott MacDonald (Contract #270)	600.00
	Nusbaum Stein (Contract #270 & GIS)	858.00
	PS&S (Contract #270 & Headworks)	11,916.20
Balance as of May 1, 2018:		<u>\$ 1,310,081.40</u>

**ANALYSIS OF BALANCES:**

Capital Improvement	\$ 1,260,081.40
Reserve for Retirement	\$ 50,000.00

**EXPENDITURES REPORT – 2017 BUDGET  
MAY 1, 2018**

	2017	YEAR-TO-DATE	BALANCE	%
	BUDGET	EXPENDITURES		
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	\$0.00	\$10,000.00	100.00%
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%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$3,287,146.27</b>	<b>\$483,353.73</b>	<b>12.82%</b>

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

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

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

	<b>2018</b>	<b>YEAR-TO-DATE</b>		<b>%</b>
	<b>BUDGET</b>	<b>EXPENDITURES</b>	<b>BALANCE</b>	<b>REMAINING</b>
Admin - Salaries and Wages	\$165,000.00	\$62,260.52	\$102,739.48	62.27%
Trustee Admin Fees	\$20,000.00	\$7,515.00	\$12,485.00	62.43%
Administrative - Other Expenses	\$40,000.00	\$10,364.41	\$29,635.59	74.09%
Legal	\$30,000.00	\$6,049.50	\$23,950.50	79.84%
Audit	\$15,000.00	\$0.00	\$15,000.00	100.00%
Engineer	\$30,000.00	\$3,524.47	\$26,475.53	88.25%
Pension	\$100,000.00	\$1,363.00	\$98,637.00	98.64%
Social Security	\$65,500.00	\$24,311.10	\$41,188.90	62.88%
Unemployment	\$7,000.00	\$4,408.01	\$2,591.99	37.03%
Hospitalization	\$220,000.00	\$63,374.94	\$156,625.06	71.19%
Disability Insurance	\$10,000.00	\$1,336.12	\$8,663.88	86.64%
Operating - Salaries & Wages	\$684,500.00	\$247,175.29	\$437,324.71	63.89%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$3,972.49	\$16,027.51	80.14%
Electric	\$482,500.00	\$121,214.70	\$361,285.30	74.88%
Propane/Fuel Oil/ Gasoline	\$29,000.00	\$10,224.74	\$18,775.26	64.74%
Supplies/Chemicals	\$170,000.00	\$65,328.04	\$104,671.96	61.57%
Laboratory Supplies	\$12,000.00	\$1,098.64	\$10,901.36	90.84%
Office	\$25,000.00	\$14,222.37	\$10,777.63	43.11%
External Services	\$70,000.00	\$13,136.07	\$56,863.93	81.23%
Education/Training	\$20,000.00	\$10,318.40	\$9,681.60	48.41%
Laboratory Fees	\$30,000.00	\$4,379.35	\$25,620.65	85.40%
Maintenance/Repairs	\$180,000.00	\$47,630.10	\$132,369.90	73.54%
Insurance	\$110,000.00	\$99,774.53	\$10,225.47	9.30%
NJDEP Fees	\$25,000.00	\$6,349.00	\$18,651.00	74.60%
Permit/Compliance Fees	\$5,000.00	\$18,516.14	-\$13,516.14	-270.32%
Equipment	\$60,000.00	\$14,096.55	\$45,903.45	76.51%
Sludge Removal	\$720,000.00	\$159,620.00	\$560,380.00	77.83%
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%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$1,221,563.48</b>	<b>\$2,548,936.52</b>	<b>67.60%</b>

Mr. Schwab noted that the May 4<sup>th</sup> payroll amount listed on the pending vouchers was off by one cent, the amended amount of the operating account total on the pending voucher list is \$257,076.07. Mr. Schwab also noted, regarding the payment to GMH Associates of America, certified payrolls and AA-202 forms were not submitted by the contractor. The payment will be approved pending the receipt of those documents. Mr. Schwab reported that, upon review of the bills from Constellation New Energy, the Authority has been getting late fees and finance charges. He asked Mr. Schilling to work with the Administrator to make the Constellation bill an automatic monthly payment. The finance charges will have to be charged to a separate expense account and not included with the electric expense. He asked that Mr. Schilling follow-up with the auditor to see if a separate account should be set up for the finance and late charges. The payment to Lackawanna Computer Repairs was discussed along with their annual contract agreement. Mr. Schilling explained to the commissioners what was covered in the agreement. He also discussed the data recovery work and the new security measures that are now in place. Chairman Rattner suggested that a backup to portable hard drives be done each week along with the measures now in place. The pending vouchers, as amended, for the month of May, were approved for payment on a motion offered by Mr. Schindelar, seconded by Mr. Bruno and the affirmative roll call vote of members present.

<b>CAPITAL IMPROVEMENT ACCOUNT:</b>	
Daily Record	\$10.32
GMH Associates	\$44,100.00
Nusbaum Stein	\$385.00
PS&S	\$5,089.88
Suburban Consulting Engineers	\$2,417.50
<b>TOTAL CAPITAL IMPROVEMENT:</b>	<b>\$52,002.70</b>
<b>RENEWAL &amp; REPLACEMENT ACCOUNT</b>	
Mott MacDonald	\$312.50
Nusbaum Stein	\$330.00
<b>RENEWAL &amp; REPLACEMENT ACCOUNT TOTAL</b>	<b>\$642.50</b>
<b>OPERATING ACCOUNT:</b>	
ABB Inc.	\$1,252.35

ADP	\$410.97
Accurate Waste Services	\$24,785.00
Scott Allen (mileage)	\$81.42
American Wear	\$607.28
AmeriGas Propane	\$1,061.22
Aqua Pro-Tech Labs	\$423.00
Bearing & Drive Solutions	\$1,922.42
Blue Diamond Disposal	\$297.70
Cintas First Aid	\$98.85
Cleary Giacobbe	\$73.80
Coburn Chemicals	\$7,604.30
Constellation New Energy	\$20,905.43
Delaware River Basin Commission	\$830.00
Fisher Scientific	\$2,998.17
Grainger	\$543.00
Susan Grebe (petty cash & mileage)	\$107.49
Hach	\$19.10
Independence Constructors	\$11,900.00
JCP&L	\$17,928.12
Corey Jozowski (mileage)	\$27.14
Kenvil Power Mower	\$47.95
Lackawanna Computer Repair	\$5,675.00
Loftus Electric	\$4,085.00
Lowe's	\$213.72
MSA Payroll 5/4/18	\$32,775.56
MSA Payroll 5/18/18	\$31,916.68
NJSHBP	\$13,688.06
NJ American Water	\$903.55
NJ Water Environment Association Registrar	\$592.00
Napa Auto Parts	\$64.67
Netcong Hardware	\$71.22
Northeast Industrial Tech	\$5,277.95
Nusbaum Stein	\$4,214.80
Office Concepts Group	\$563.85
One Call	\$68.75
PS&S	\$1,359.34
Passaic Valley Sewerage Commission	\$21,244.00
Pegasus Electric Motors	\$1,470.00
Philadelphia Mixers Solutions	\$12,225.00
Pumping Services	\$900.00
Steven Rattner (NJWEA Conference)	\$700.00
Saint Peter's Food Pantry	\$100.00
James Schilling (mileage)	\$111.20
Shell Fleet	\$276.67
State Chemical	\$4,627.27
David Stracco (dental)	\$993.00
USALCO	\$17,358.01
USA Blue Book	\$584.09
Verizon	\$759.89
Verizon Wireless	\$225.18
WEF	\$107.00

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

- A. 4/20/18 NJDEP – One Year Extension for TWA Approval Permit, Waterloo Valley Road Sanitary Sewer Extension
- B. 5/7/18 NJDEP – NJ Department of Environmental Protection FY2018 Annual Fee Report
- C. 5/7/18 Gregory Ploussas, PE – Sanitary Sewer Service Waterloo Valley Road Distribution Facility
- D. 5/9/18 Patrick Dwyer, Esq. – MSA v. NJDEP

Mr. Schilling asked if the commissioners had any questions or comments regarding his monthly report. Chairman Rattner asked about the purchase of the second clarifier. Mr. Schilling explained that a resolution is on the agenda for the commissioners' consideration to procure a drive unit for Primary Clarifier No. 2, which is the same drive unit being purchased for Primary Clarifier No. 1. After discussions and considerations with the Engineering Committee, it was decided procure the unit at this time under the standard 16 week time line, which would cost \$34,000.00 versus \$59,000.00. No installation or labor costs will be included. Considering that the drive for Primary Clarifier No. 1 has just failed and the length of time it takes to purchase and obtain a drive unit, the consensus of the Engineering Committee was that it would be prudent to get the drive now rather than waiting for it to fail. The unit will not be installed at this time, but will be on hand in the event the present drive unit starts to fail.

Chairman Rattner mentioned that the warranty is for five years and if the unit is not used in five years the warranty will be lost. Chairman Rattner asked if the drive in place can be rebuilt. Mr. Schilling advised that it could be rebuilt but explained he did not recommend that because replacement parts and the rebuild pricing are expensive. Mr. McNeilly asked how quick the drive could be installed and pointed out that if installation could not be completed in a timely manner it may not be economical to order the drive before it is needed. The commissioners discussed the pros and cons with ordering the drive unit to have on hand in case of a failure. The drive unit in place is 25 years old, and it was suggested that it should be replaced before it fails.

Mr. Schilling updated the commissioners on Senate Bill 848.

Mr. Schilling also updated the commissioners on the malware attack. The insurance coverage and deductible were discussed. Mr. Pucilowski explained that there were steps that can be taken to reduce the insurance deductible.

Mr. Schilling also reported that the Union Contract expires December 31, 2018, so contract negotiations should be starting soon.

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

Mr. Wancho reported that PS&S continues to follow up on the NJDEP Air Permit Application. The DEP is working on the modeling of the permit.

Mr. Wancho also reported regarding Contract #270. PS&S has reviewed all of the shop drawings. They also negotiated Change Order No. 1 for the project in accordance with discussions at the April 26<sup>th</sup> meeting. They have reviewed the payment application. The certified payrolls will be obtained and reviewed.

Mr. Wancho also updated the commissioners on the micro strainers project. PS&S is currently reviewing the requirements for replacement of the micro strainers. He and Mr. Schilling will be going to SCMUA to see their installation which is similar. PS&S has also been involved with the primary clarifier drive unit evaluations and had participated in the energy audit presentation which occurred before the last month's MSA meeting.

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

**Resolution No. 18-27**, Authorizing the Musconetcong River Management Council to Hold a Meeting at the MSA Facility on August 21, 2018, was moved by Mr. Pucilowski, seconded by Mr. Sylvester and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-27**  
**Authorizing The Musconetcong River Management**  
**Council To Hold A Meeting At The**  
**Musconetcong Sewerage Authority Facility**  
**On August 21, 2018 At 7:00 P.M.**

WHEREAS, the Musconetcong Sewerage Authority (the "MSA") operates its regional sewerage treatment facility in Budd Lake, NJ and is engaged in environmental stewardship in and around the Musconetcong River valley; and

WHEREAS The Musconetcong River Management Council ("MRMC") serves to implement the River Management Plan (RMP) and to promote the long-term protection of the Musconetcong River by: (1) bringing those involved in river issues together on a regular and ongoing basis, (2) stimulating cooperation and coordination among those organizations and individuals, (3) providing a forum for all river interests to discuss and resolve issues, and (4) coordinating implementation of the River Management Plan; and

WHEREAS the MSA and the MRMC share a common goal to protect the Musconetcong River and each benefits from the other's work in that regard; and

WHEREAS cooperation between MSA and MRMC is helpful to their mutual success;

NOW THEREFORE, be it resolved as follows:

1. The Musconetcong Sewerage Authority hereby resolves to offer an educational tour of its facilities to the Musconetcong River Management Council on August 21, 2018 at 7:00 p.m., and to permit MRMC to hold a meeting at MSA's treatment facility immediately following the tour.

Mr. Dwyer noted that an executed MSA Site Access Agreement should be obtained from GMH Associates of America for the contract to replace Primary Clarifier #1. Mr. Wancho noted that a Site Access Agreement will be included in their contract documents for future contracts. Mr. Dwyer indicated that Resolution No. 18-28 would need to be amended to include receipt of an executed MSA Site Access Agreement.

**Resolution No. 18-28**, Awarding a Contract to GMH Associates of America for Labor and Materials to Replace Primary Clarifier #1, as amended, was moved by Mr. Bruno, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-28**  
**Resolution of the Musconetcong Sewerage Authority**  
**Awarding a Contract to GMH Associates of America, Inc.**  
**for Labor and Materials to Replace Primary Clarifier #1**

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace Primary Clarifier #1 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 Authority ("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 a primary clarifier unit such as the one needed by MSA, specifically referred to as DBS S25-AE Drive Unit (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 new primary clarifier identified as a DBS S25-AE Drive Unit as described in the Proposal from GMH dated May 15, 2018 (Quote #Q18123T); and

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$59,113.45 (for 8 week delivery) 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 and provide proof of insurance as set forth therein prior to entering upon the facility grounds to perform the contract work; 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. 18-29**, Awarding a Contract for Professional Services to PS&S for Engineering Services in Connection with Work Replacing Primary Clarifier #1, was moved by Mr. Schwab, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-29**  
**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 with**  
**GMH Associates of America, Inc. to Replace Primary Clarifier #1**

WHEREAS, the Musconetcong Sewerage Authority requires consulting engineering services in connection with the review and oversight of a contract to replace a Primary Clarifier #1 (the "Contract"), which Contract was recently awarded to GMH Associates, Inc.; 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 May 17, 2018 to render certain professional engineering services in connection with the Contract awarded to GMH; 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:

24 hours on Construction Phase Office Engineering	\$3,600.00
24 hours on Construction Phase Field Engineering	\$3,600.00
4 hours on other direct charges	\$ 300.00
Total	\$7,500.00

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 construction phases of the Contract in an amount not to exceed \$3,600 for Construction Phase Office Engineering, and in an amount not to exceed \$3,600 for Construction Phase Field Engineering; and \$300 for other direct charges; for a total of \$7,500, pursuant to the Proposal from PS&S dated May 17, 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.

The expense funds for the purchase of the replacement unit for Primary Clarifier #2 were briefly discussed. The funding for the project would be under the renewal and replacement account. The unit will be replaced within six months.

Resolution No. 18-30, Awarding a Contract to GMH Associates of America to Purchase a Replacement Unit for Primary Clarifier #2, was moved by Mr. Schindelar, seconded by Mrs. Michetti and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-30**  
**Resolution of the Musconetcong Sewerage Authority**  
**Awarding a Contract to GMH Associates of America, Inc.**  
**To Purchase a Replacement Unit for Primary Clarifier #2**

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace Primary Clarifier #2 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 Authority ("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 of a primary clarifier unit such as the one needed by MSA, specifically referred to as DBS S25-AE Drive Unit (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 purchase of a new primary clarifier identified as a DBS S25-AE Drive Unit as described in the Proposal from GMH dated May 22, 2018 (Quote #Q18131TR); and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$34,403.00 (for 16 week delivery) 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 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.

The commissioners discussed the repairs needed for Primary Clarifier #1. The need for these repairs was discovered after the tank was drained. Mr. Schilling pointed out that this was not related to Contract #270 and not a public bid, but rather a purchase through the PVSC Coop Contract No. B123.



Resolution No. 18-31, Awarding a Contract to GMH Associates of America for Repairs to Primary Clarifier #1, was moved by Mr. Grogan, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-31**  
**Resolution of the Musconetcong Sewerage Authority**  
**Awarding a Contract to GMH Associates of America, Inc.**  
**for Repairs to Primary Clarifier #1**

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to repair Primary Clarifier #1 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 Authority ("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 services including repairs to primary clarifier units such as the repairs needed by MSA (PVSC Contract No. B123); 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 repairs to Primary Clarifier #1 as described in the Proposal from GMH dated May 22, 2018 (Quote #Q18130TR); and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$49,340.00 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 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.

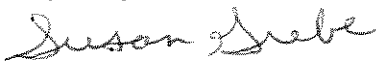
Mr. Pucilowski explained there would be financing needed for various futures projects being planned for the MSA facilities. The Engineering Committee had discussed having a special meeting with the Finance Committee. Potential dates were discussed. The other option would be to discuss the financing needs at the June 28<sup>th</sup> meeting. Mr. Schwab indicated that it may be good for all the commissioners to be present for the discussion. Mr. Schilling noted that all information has been provided for review including the current debt service, the capital and renewal replacement account recaps, and cost estimates. Mr. Pucilowski mentioned there were some issues from the Auditor that also needed to be discussed. The matter would be added to the June 28<sup>th</sup> meeting agenda.

Mrs. Palma and Mr. Wancho left the meeting at 8:30 PM.

Mr. Schilling briefly discussed the Elected Officials Training and the benefit to the Authority for each of the commissioners participating in and viewing the training presentation. The commissioners viewed the JIF Power Point slide presentation for the Elected Officials Training, while Mr. Schilling narrated. Some topics were discussed. The topics included were land use liability, technology, and risk management. After the presentation each of the commissioners signed the attendance sheet, as required.

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

Respectfully Submitted:



Susan Grebe,  
Administrative Assistant