

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, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steve Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still

Members Absent: Andrew Cangiano, Jack Sylvester

Others Present: Pat Dwyer Esq., Jim Wancho PE, James Schilling MSA Director, Jilliam Martucci Administrative, Debbie Palma QPA, Marvin Joss

Attendance Roll Call:

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

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of November 21, 2019 were moved on a motion offered by Mr. Still, seconded by Mr. Pucilowski. All In Favor Vote:

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

Mrs. Michetti suggested Jilliam Martucci be added as others present at the November 21, 2019. Director, James Schilling revised the meeting minutes accordingly. The meeting minutes were approved as amended.

The Financial Reports of November 30, 2019 was accepted on a motion offered by Mrs. Michetti, seconded by Mr. Schindelar. All In Favor Vote:

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

Secretary – Treasurer Mr. Schwab informed the Board that the reports "looked good"
Chairman Rattner commented that some accounts may require budget transfers.

Financial Report- November 30, 2019
Operating Account

2:01 PM
 12/09/19
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of November 30, 2019

	Nov 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Operating Acct TD Bank	2,010,812.06
Payroll Account TD Bank 2014	44,871.85
Capital Improvement TD Bank	425,205.18
Escrow Account TD Bank	10,457.99
Renewal & Replacement TD Bank	365,055.51
Petty Cash	150.00
Total Checking/Savings	2,856,552.59
Total Current Assets	2,856,552.59
Fixed Assets	
Construction in Progress	140,812.54
Accumulated Depreciation	-34,578,211.27
Capital Assets, Depreciated	60,341,541.86
Land	505,700.00
Total Fixed Assets	26,409,843.13
Other Assets	
Def. Pension Outflows	755,406.00
Total Other Assets	755,406.00
TOTAL ASSETS	30,021,801.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Payroll Liabilities	
PERS - Contributions	-734.61
PERS - Loans	11,443.45
PERS - Insurance	369.82
Union Dues	273.00
Accrued Payroll Liabilities - Other	10,364.37
Total Accrued Payroll Liabilities	21,716.03
Escrow Deposits Payable	
34 Bnk Street Urban Renewal LLC	2,500.00
QuickChek Roxbury	210.00
700 International Drive	315.00
Woodmont Park at Roxbury	139.80
Waterloo Valley Road Sewer Ext.	100.75
Villages at Roxbury	-585.00
Progressive Properties	-6.60
NJFTZ - Active Adult Community	-450.00
ITC East WQMP Amendment	397.90
Hopatcong State Park WQMP Amend	480.00
Fratelli Beretta Facility ITC	300.00
Crownpoint Multifamily Project	1,064.50
Byram-Stanhope Sewer Agreement	126.80
Mount Olive Mews	1,300.00
Pub 199a	707.50
RD Management WQMP	2,191.00
Escrow Deposits Payable - Other	5,561.49
Total Escrow Deposits Payable	14,353.14

2:01 PM
 12/09/19
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of November 30, 2019

	Nov 30, 19
Due to Municipalities	-229,735.00
Compensated Absenses Payable	50,613.64
Accrued Interest Payable	45,350.00
Accounts Payable - Pension	96,458.00
Accrued Liabilities	8,550.22
Total Other Current Liabilities	7,306.03
Total Current Liabilities	7,306.03
Long Term Liabilities	
Net Pension Liability	2,423,796.00
Loans Payable	4,030,840.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	30,600.00
Def. Pension Inflows	486,521.00
Total Def. Inflows of Resources	517,121.00
Total Long Term Liabilities	6,971,757.38
Total Liabilities	6,979,063.41
Equity	
Net Investment in Capital Asset	22,348,403.00
Restricted	
Current Debt Service	81,956.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
Contract 310 Phase III Air Pemt	-19,890.33
Contract 305 NJIB Application	-9,833.56
Contract 300 Influent Screening	88,743.25
Contract 295 Tertiary Trtmt	302,473.56
B-29 Capital Improvements - Other	75,979.31
Total B-29 Capital Improvements	437,472.23
B-30 Renewal and Replacement	
Contract 320 #3 & 4 Drive Units	25,948.54
Contract 315 Sludge Pumps Eval	-114.96
B-30 Renewal and Replacement - Other	361,434.40
Total B-30 Renewal and Replacement	387,267.98
Operations	50,000.00
Total Restricted	1,006,696.21
Unrestricted	
Designated	101,880.00
Undesignated	-1,766,673.71
Total Unrestricted	-1,664,793.71
32000 - Retained Earnings	147,616.58
Net Income	1,204,816.23
Total Equity	23,042,738.31
TOTAL LIABILITIES & EQUITY	30,021,801.72

1:40 PM

12/09/19

Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through November 2019**

	Jan - Nov 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	107,978.00	107,978.00	0.00	100.0%
budget reimbursement	0.00	0.00	0.00	0.0%
Interest	21,061.17			
trustee passdown	4,427,302.17	4,427,402.00	-99.83	100.0%
Total Income	4,556,341.34	4,535,380.00	20,961.34	100.5%
Gross Profit	4,556,341.34	4,535,380.00	20,961.34	100.5%
Expense				
Personnel Services				
B-1 · Administrative-S&W	130,141.19	172,000.00	-41,858.81	75.7%
B-14 · Operating-S&W	572,465.52	667,500.00	-95,034.48	85.8%
Total Personnel Services	702,606.71	839,500.00	-136,893.29	83.7%
Employee Benefits				
B-9 · Pension	96,511.78	102,000.00	-5,488.22	94.6%
B-8 · Social Security	51,956.43	65,500.00	-13,543.57	79.3%
B-10 · Hosp	124,427.95	200,000.00	-75,572.05	62.2%
B-11 · Disability Insurance	4,492.63	10,000.00	-5,507.37	44.9%
B-6 · Unemployment	7,272.73	7,000.00	272.73	103.9%
Total Employee Benefits	284,661.52	384,500.00	-99,838.48	74.0%
Administration Expenses	16,140.18	40,000.00	-23,859.82	40.4%
Operations and Maintenance				
B-3 · Legal	22,819.90	30,000.00	-7,180.10	76.1%
B-4 · Audit	11,098.18	15,000.00	-3,901.82	74.0%
B-5 · Engineer	23,327.05	30,000.00	-6,672.95	77.8%
B-15 · Telephone	19,374.13	20,000.00	-625.87	96.9%
B-16 · Electric	284,757.42	482,500.00	-197,742.58	59.0%
B-17 · Propane/Fuel Oil	10,862.73	29,000.00	-18,137.27	37.5%
B-18 · Supplies/Chemicals	153,880.23	200,000.00	-46,119.77	76.9%
B-27 · Laboratory Supplies	6,321.64	12,000.00	-5,678.36	52.7%
B-13 · Office	23,037.52	25,000.00	-1,962.48	92.2%
B-31 · External Services	36,787.03	70,000.00	-33,212.97	52.6%
B-28 · Education/Training	19,329.48	20,000.00	-670.52	96.6%
B-25 · Laboratory Fees	13,168.27	30,000.00	-16,831.73	43.9%
B-19 · Maintenance/Repairs	127,104.05	200,000.00	-72,895.95	63.6%
B-20 · Insurance	99,361.00	110,000.00	-10,639.00	90.3%
B-24 · NJDEP Fees	20,467.15	25,000.00	-4,532.85	81.9%
B-12 · Trustee Admin Fee	7,515.00	20,000.00	-12,485.00	37.6%
B-23 · Permit Appl/Compliance Fees	6,009.60	25,000.00	-18,990.40	24.0%
B-21 · Equipment	43,300.05	60,000.00	-16,699.95	72.2%
B-26 · Sludge Disposal	516,828.95	720,000.00	-203,171.05	71.8%
B-22 · Contingeny	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,445,349.38	2,148,500.00	-703,150.62	67.3%
Debt Service				
Debt Svs - Principal Payment	671,136.80	630,645.00	40,491.80	106.4%
Debt Svs - Interest Payment	40,294.39	92,235.00	-51,940.61	43.7%
Total Debt Service	711,431.19	722,880.00	-11,448.81	98.4%
Reserves				
B-29 · Capital Improvement	231,073.20	300,000.00	-68,926.80	77.0%
B-30 · Renewal & Replacement	75,000.00	100,000.00	-25,000.00	75.0%
Total Reserves	306,073.20	400,000.00	-93,926.80	76.5%
Total Expense	3,466,262.18	4,535,380.00	-1,069,117.82	76.4%
Net Ordinary Income	1,090,079.16	0.00	1,090,079.16	100.0%
Other Income/Expense				
Other Income	28.00			
Net Other Income	28.00			
Net Income	1,090,107.16	0.00	1,090,107.16	100.0%

The Pending Vouchers for the month of December were approved for payment on a motion offered by Mr. Schwab, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

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

Musconetcong Sewerage Authority
December 2019 Bill List
Thursday December, 19, 2019

1:08 PM
12/18/2019

Name	Memo	Split	Amount
OPERATING ACCOUNT			
ADP, LLC	Payroll Processing 09.30.19, 10.31.19, 11.15.19, 11.2	B-2 · Administrative-OE	430.13
Alfred DeFelice	Mileage Reimbursement JIF Meeting	B-2 · Administrative-OE	107.88
Allen, Scott	Safety Boot Reimbursement - Inv 940666	B-18 · Supplies/Chemicals	125.99
American Aquatic Testing, Inc	7 Day Chronic Bioassay Testing - Inv 9938	B-25 · Laboratory Fees	950.00
American Wear	Uniform Service / 11.19.19 - 12.13.19 / Inv 629239, (B-31 External Services	883.94
AmeriGas Propane	974.1 Gallons Propane - Inv 3098592264	B-17 · Propane/Fuel Oil	1,027.68
AmeriGas Propane	1319.7 gallons of propane - Inv # 3099850274	B-17 · Propane/Fuel Oil	1,445.07
Aqua Pro-Tech Laboratories	Lab testing	B-25 · Laboratory Fees	2,332.95
Aqua Pro-Tech Laboratories	Influent/Effluent Samples 11.07.19 -11.25.19 - Inv #	B-25 · Laboratory Fees	757.05
Blue Diamond Disposal, Inc.	Monthly Service 12.01.19 - 12.31.19 - Inv 528864	B-31 · External Services	412.37
Castle Printing	Business Cards - Inv 32542	B-13 · Office	70.00
Cintas First Aid & Safety	Lab & Garage Supplies, Restock Cabinets - Inv 5015	B-31 · External Services	112.94
Constellation New Energy Inc.	Cust 7285915-6 - Main Plant 10.30.19 - 11.27.19	B-16 · Electric	17,993.19
Daily Record	PC 20, 19-55, SH-20	B-2 Admin OE	203.47
DeFazio, Keith	Dental Reimbursement January - May	Dental/Eyeglass	778.48
Franks Trattoria	Safety Meeting - Inv 030982	B-28 · Education/Training	488.00
GIILD Systems	Employee ID Cards - Inv 55769	B-2 · Administrative-OE	193.00
Grainger	Supplies Alconox Alcoset Detergent, I/20HP HVAC	B-19 · Maintenance/Repairs	326.68
Hayes Pump	Rotary Lobes - Inv # 00126885	B-19 · Maintenance/Repairs	5,540.00
JCP&L	Inv 100106392077 - Main Plant 11.30.19-11.27.19	B-16 · Electric	7,972.98
JCP&L	Pump Stations 09.27.19-10.28.19 - Acet # 20000001	B-16 · Electric	7,790.96
Jilliam Martucci	Notary Supplies	B-2 · Administrative-OE	57.64
Lackawanna Computer Repair	Computer Equipment & Install - Inv 2019-1858	B-13 · Office	1,906.69
Lowe's Companies, Inc.	Supplies - Inv 902320	B-19 · Maintenance/Repairs	286.87
McMaster-Carr Supply Co.	Gasket Materials - Inv 22693279	B-19 · Maintenance/Repairs	84.25
N.J.W.E.A.	Tech Transfer: DeFazio, Schilling, Allen, Barbato - P	B-28 · Education/Training	665.00
Neopost USA Inc.	Quarterly Rental - Postage Machine	B-13 · Office	150.00
Netcong Hardware Co.	Aerator, Snow Shovels - Inv 13160	B-19 · Maintenance/Repairs	47.65
New Jersey Herald	Advertisements 11.26.2019 - 19-55, SH-20, PC-20 - ,	B-2 Admin OE	88.50
NJ American Water Co.	Water Service - 11.07.19 - 12.09.19 - Inv 1018-2100	B-31 · External Services	576.43
Northeast Industrial Tech, Inc.	GYR6600-20M-170 Hawk PD Belt - Inv 177683	B-19 · Maintenance/Repairs	1,852.81
Nusbaum, Stein,Goldstein,Bronstein,	Legal Services/General Matters - Inv 31450	B-3 · Legal	2,543.40
Office Concepts Group	Supplies - Inv 918900-0	B-13 · Office	820.77
Passaic Valley Sewerage Comm	Liquid Waste Acceptance - 11.01.19 - 11.30.19 - Inv	B-26 · Sludge Disposal	26,611.20
Precision Electric Motor Works	New pump, seal, bearings	B-19 · Maintenance/Repairs	4,577.89
PS&S	Misc Consulting Services 11.01.19-11.30.19 - Inv 13	B-5 · Engineer	1,152.50
PS&S	Engineering Services NJPDES Permit Renewal - Inv	B-23 · Permit Appl/Compliance Fees	5,020.00
Roxbury Twp. Water Dept.	Meter MSA 08.02.19 - 11.01.19	B-31 · External Services	134.94
Russell Reid	Sludge Hauling Fees - 11.01.19 - 11.27.19 - Inv # 00	B-26 · Sludge Disposal	19,681.20
Schilling, James	OOP Expenses 11.18.19 - 12.15.19	B-2 Admin OE	205.24
SEM/BDS Stroudsburg Electric Moto	Nolan Sword - Inv 5989763	B-19 · Maintenance/Repairs	5,055.58
SEM/BDS Stroudsburg Electric Moto	Couplings - Inv 5987176	B-19 · Maintenance/Repairs	1,494.60
Tritec Office Equipment	Copier Service Contract - Inv 44965	B-13 · Office	110.72
United Federated Systems	Entrance Gate Service - Inv 241835	B-19 · Maintenance/Repairs	980.00
USA Bluebook	Powerseal InstaFlange Adapter - Inv 065500	B-19 · Maintenance/Repairs	566.47
USALCO	DelPAC 152S - Inv 1356132	B-18 · Supplies/Chemicals	5,824.24
Verizon	Phone & Internet - November & December 2019	B-15 · Telephone	1,974.67
Verizon	Telephone & Internet Service - Inv 155-312-102-000	B-15 · Telephone	135.29
Verizon Wireless	Telephone & Wireless Services - 11.02.19 - 12.01.19	B-15 · Telephone	516.18
Vince Barbato	Work Boot Reimbursement	B-18 · Supplies/Chemicals	86.24
Zep Sales & Service	Inv 9004618770 - Formula 6656, Appauld AB HS 4-	B-18 · Supplies/Chemicals	2,854.99
TOTAL			136,004.72

CAPITAL ACCOUNT

PS&S	Contract 295 Tertiary Treatment - Inv 136793	Contract 295 Tertiary Trtmt	13,461.68
PS&S	Contract 310 - Pase 3 Permit Support - Inv 136638	Contract 310 Phase III Air Pemt	<u>296.25</u>
		TOTAL	13,757.93

RENEWAL & REPLACEMENT

GMH Associates of America	Purchase & Install PC#3 #4 - Inv 19C5063M	Contract 320 #3 & 4 Drive Units	<u>21,932.00</u>
		TOTAL	21,932.00

ESCROW

PS&S	Review of Sewer Connection Hopatcong State Park - Hopatcong State Park WQMP Amend		87.50
PS&S	Engineering Sewer Connection 34 Bank Street - Inv 134 Bnk Street Urban Renewal LLC		<u>1,787.50</u>
		TOTAL	1,875.00

GRAND TOTAL FOR APPROVAL DECEMBER MEETING **173,569.65**

ONLINE PAYMENTS (Previously Paid)

Wex Bank	gasoline - Inv 62766534	B-17 - Propane/Fuel Oil	869.77
Morris County Soil Conservation Dist	Permit Fee for Influent Screening Project	B-23 Permit Complaince	170
Payroll	11.29.2019		31621.28
Payroll	12.13.2019		31657.34
Valic	Employee Passthrough 11.25.2019		450
Valic	Employee Passthrough 10.29.2019		450
NJSHB	December 2019 Employee Health Benefits		13061.72
UNUM	Disability Insurance 1st Quarter 2020		<u>1407.43</u>
		TOTAL	79,687.54

The following correspondence for the month of December was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schwab. All In Favor Vote:

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

6. Correspondence:

- A. Hawkins Delafield & Wood, LLP – NJIB Finance Notice
- B. Conner Strong & Buckelew – 2020 Renewal Documents
- C. Conklin Associates – Public Notice, Wetlands Line Letter of Interpretation, Transition Area Waiver, Flood Hazard Area Applicability Determination
- D. PS&S - 40 Bank Street, Availability of Sewer Service
- E. State of New Jersey, Make-up Non-Potable Water Proficiency Test Study.
- F. Sussex County MUA, 2020 Rate Schedule
- G. Aggressive Energy, Withdraw Letter for Group 6
- H. Nader Group, Treatment Works Approval Application
- I. Coppola Services, Inc, Scope of Work & Rate Sheet for PS#4 Emergency Excavation and Valve Work
- J. Mott MacDonald, TWA Endorsement- Hudson Avenue Sewer Main Extension, Borough of Hopatcong.
- * K. NJUA JIF 2020 Annual Assessment & Credits, Invoice
- *L. DRBC email notification of new AEMR due January 31, 2020
- *M. State of New Jersey Project S340384-09 letter, Level 1 Review – Qualified
- *N. NJDEP, NJPDES Permit Application.
- *O. Notice that NJ FTZ Venture LLC c/o Rockefeller Group application to Mt. Olive Planning Board

COMMENTS:

A: Chairman Rattner commented regarding December 6, 2019 filing deadline. Counsel advised the board that this was only a town requirement.

Monthly Reports:

Mr. Schilling asked the commissioners if there were any questions regarding his monthly report.

- Director updated the Board regarding the NJPDES permit renewal application and signature requirements. It was agreed that Chairman Rattner would sign. A motion was made by Mr. Schwab and seconded by Mr. McNeilly for Chairman Rattner to sign NJPDES renewal application. All In Favor Vote:

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

- Director informed the board of the NJ I Bank loan recovery application. It was discussed the amounts and PS&S charges as well as Mott MacDonald expenses. Mr. Schwab pointed out that these charges are for PS&S design phase & customary at this time. Chairman Rattner to sign off on reimbursement form.
- Director advised the board of the issues at PS #4. Mr. Schwab asked the Director to inform the board of the location of PS #4. Director informed the board of the following issues at PS #4: bypass pumping, valve replacement, bypass pump failure, NJDEP Hotline notification of overflow, plan for restoration.

The Director's Report, and Repairs and Maintenance Report, for the month of December was accepted on a motion offered by Mr. Schindelar, seconded by Mr. McNeilly. All In Favor Vote:

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

The Engineer's Report for the month of December was accepted on a motion offered by Mr. Romano, seconded by Mr. Schindelar. All In Favor Vote:

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

New Business:

8. New Business:

- Resolution 19-60, Awarding of Contract PC-20 to USALCO to Supply Polyaluminum Chloride
- Resolution 19-61, Awarding of Contract SH-20 to Russell Reid to Pump and Transport Sludge.
- * Resolution 19-62, Chairman to Sign TWA for Hudson Avenue Sewer Main Extension Project.
- * Resolution 19-63, Awarding a Contract for the Purchase of a Muffin Monster Cartridge for Pump Station #1 to GP Jager, Inc.

Resolution No. 19-60 was offered on a motion by Mr. Pucilowski "as amended", seconded by Mrs. Michetti and the affirmative roll call vote of members present. Roll Call:

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

See attached resolution

COMMENTS:

Counsel advised of amendments adding the words "during the periods" on page 2

Resolution No. 19-61 was offered on a motion by Mr. Schindelar, seconded by Mr. McNeilly and the affirmative roll call vote of members present. Roll Call:

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

See attached resolution

COMMENTS:

There was discussion regarding the amount of bids & bid result. The Director pointed out that he was pleased with the bid results.

Resolution No. 19-62 was offered on a motion by Mr. Romano, seconded by Mrs. Michetti and the affirmative roll call vote of members present. Roll Call

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

See attached resolution

Resolution No. 19-63 was offered on a motion by Mr. McNeilly, seconded by Mr. Schwab and the affirmative roll call vote of members present. Roll Call

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

See attached resolution

COMMENTS:

Mr. Schwab asked which account this would be paid from. Mr. Schwab suggested that future resolutions include the funding source or account code.

Mrs. Michetti inquired if it would make sense to have a spare cartridge in inventory. There were discussions regarding the cost, warranty as well as storage & shelf life concerns.

Old Business:

New MSA email for Commissioner Pucilowski.

Mr. Pucilowski inquired if the Director had heard from the Union Rep.

Adjournment:

Motion made by Mr. Still, seconded by Mr. Michetti and the All In Favor Vote of members present, Chairman Rattner adjourned the meeting at 8:04 PM.

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

Respectfully Submitted:

Jilliam Martucci
Administrative Assistant