

# MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting  
May 26, 2022

## REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY 110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828

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: Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: James Benson, Andrew Cangiano, Richard Schindelar

Others Present: Thomas Carroll – QPA, Jilliam Martucci – Administrative, Patrick Dwyer - Esq., Jim Wancho – PE

Attendance Roll Call:

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

Date/Time Call to Order: Thursday May 26, 2022 – 7:30PM  
Others Present: Tom Carroll, Pat Dwyer, Jim Wancho, ~~James Schilling~~, Jilliam Martucci.

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Absent	Absent	Present	Present	Present	Present	Present	Absent	Present	Present	Present
Regular Meeting Minutes: 04.28.2022 ALL IN FAVOR	Absent	Absent	Aye	Second Aye	Abstain	Abstain	Aye	Aye	Absent	Motion Aye	Aye	Aye
2021 Budget vs Actual ROLL CALL	Absent	Absent	Yes <small>(7:35pm Arrival)</small>	Yes	Second Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
December 31, 2021 Balance Sheet ROLL CALL	Absent	Absent	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
2022 Budget vs Actual ROLL CALL	Absent	Absent	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
April 30, 2022 Balance Sheet ROLL CALL	Absent	Absent	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
Pending Vouchers; May 19, 2022 ROLL CALL	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Absent	Second Yes	Yes	Motion Yes
Correspondence ALL IN FAVOR	Absent	Absent	Aye	Aye	Second Aye	Aye	Aye	Motion Aye	Absent	Aye	Aye	Aye
Directors Report, Maintenance & Repairs May, 2022 Flow Data - April, 2022 ALL IN FAVOR	Absent	Absent	Aye	Second Aye	Aye	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye
Engineers Report- May, 2022 ALL IN FAVOR	Absent	Absent	Aye	Aye	Second Aye	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye
New Business:												
Resolution # 22-32 ROLL CALL	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes
Old Business:												
Resolution 22-06 Plant Processes	Absent	Absent	Remains Tabled	Remains Tabled	Remains Tabled	Remains Tabled	Remains Tabled	Remains Tabled	Absent	Remains Tabled	Remains Tabled	Remains Tabled
Resolution 22-27 Air Sampling	Absent	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Absent	Motion Yes	Yes	No
Closed Session 07:57 pm ALL IN FAVOR	Absent	Absent	Aye	Second Aye	Aye	Aye	Aye	Motion Aye	Absent	Aye	Aye	Aye
Open Session: 08:20 pm ALL IN FAVOR	Absent	Absent	Aye	Motion Aye	Aye	Aye	Aye	Aye	Absent	Second Aye	Aye	Aye
Adjournment: 08:21 pm ALL IN FAVOR	Absent	Absent	Aye	Second Aye	Aye	Aye	Aye	Aye	Absent	Aye	Motion Aye	Aye

Chairman Rattner open and closed the meeting to the public.

The "Regular" meeting minutes of April 28, 2022 accepted on a motion offered by Mr. Schwab, seconded by Mr. McNeilly and the affirmative all in favor vote of members present. All In Favor Vote:

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

Comments:

- None

The Financial Reports for 2021 were accepted on a motion offered by Mr. Romano, seconded by Mrs. Michetti and the affirmative all in favor vote of members present. Roll Call Vote:

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

Comments:

- Mr. Grogan entered the meeting at 7:33pm.

# Financial Reports – 2021

9:09 AM  
05/18/22  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
Interest	17,942.51			
Trustee passdown	5,817,793.08			
<b>Total Income</b>	<b>5,834,735.59</b>			
<b>Gross Profit</b>	<b>5,834,735.59</b>			
<b>Expense</b>				
8600 - Reconciliation Discrepancies	-276.54			
<b>Personnel Services</b>				
B-1 - Administrative-S&W	156,068.18	171,840.00	-15,771.82	90.8%
B-14 - Operating-S&W	630,118.21	668,000.00	-37,881.79	94.3%
<b>Total Personnel Services</b>	<b>786,186.39</b>	<b>839,840.00</b>	<b>-53,453.61</b>	<b>93.6%</b>
<b>Employee Benefits</b>				
B-9 - Pension	99,343.08	105,000.00	-5,656.92	91.8%
B-8 - Social Security	59,470.42	66,458.00	-7,087.58	88.0%
B-10 - Hosp				
Dental/Vision	4,048.31			
Hospitalizations	1,200.00			
B-10 - Hosp - Other	169,842.59	200,000.00	-34,157.41	82.9%
<b>Total B-10 - Hosp</b>	<b>171,060.90</b>	<b>200,000.00</b>	<b>-28,939.10</b>	<b>85.5%</b>
B-11 - Disability Insurance	8,824.55	10,000.00	-1,075.45	89.2%
B-6 - Unemployment	5,873.58	7,000.00	-1,126.42	83.9%
<b>Total Employee Benefits</b>	<b>340,702.53</b>	<b>388,458.00</b>	<b>-47,755.47</b>	<b>87.7%</b>
<b>Administration Expenses</b>				
B-2 - Administrative-OE	15,770.22	40,000.00	-24,229.78	39.4%
<b>Total Administration Expenses</b>	<b>15,770.22</b>	<b>40,000.00</b>	<b>-24,229.78</b>	<b>39.4%</b>
<b>Operations and Maintenance</b>				
B-3 - Legal	35,018.00	35,000.00	18.00	100.1%
B-4 - Audit	25,680.00	20,000.00	5,680.00	128.4%
B-5 - Engineer	45,385.29	45,385.29	0.00	100.0%
B-16 - Telephone	13,504.99	25,000.00	-11,495.01	54.0%
B-16 - Electric	352,575.85	352,575.85	0.00	100.0%
B-17 - Propane/Fuel Oil	31,989.26	31,989.26	0.00	100.0%
B-18 - Supplies/Chemicals	229,273.92	229,273.92	0.00	100.0%
B-27 - Laboratory Supplies	6,137.96	6,148.51	-1,011.55	83.9%
B-15 - Office	25,348.56	27,813.66	-2,465.10	91.2%
B-31 - External Services	53,886.46	75,000.00	-21,113.52	72.0%
B-28 - Education/Training	8,051.76	28,000.00	-19,948.24	28.8%
B-25 - Laboratory Fees	13,807.44	14,814.71	-1,007.27	93.1%
B-19 - Maintenance/Repairs	180,576.57	180,576.57	0.00	100.0%
B-20 - Insurance	109,640.00	110,000.00	-360.00	99.7%
B-24 - NJDEP Fees	20,189.00	22,016.74	-1,827.74	91.7%
B-12 - Trustee Admin Fee	20,225.00	20,000.00	225.00	101.1%
B-23 - Permitt. Appl/Compliance Fees	27,786.34	27,186.34	600.00	102.2%
B-21 - Equipment	59,721.78	59,721.78	0.00	100.0%
B-26 - Sludge Disposal	891,075.07	899,200.37	-8,125.30	89.0%
B-22 - Contingency	0.00	0.00	0.00	0.0%
<b>Total Operations and Maintenance</b>	<b>2,138,786.18</b>	<b>2,200,500.00</b>	<b>-61,713.82</b>	<b>97.2%</b>
<b>Debt Service</b>				
Debt Svs - Principal Payment	410,188.59			
Debt Svs - Interest Payment	371,653.68			
Debt Service - Other	0.00	723,513.00	-723,513.00	0.0%
<b>Total Debt Service</b>	<b>781,842.27</b>	<b>723,513.00</b>	<b>67,329.27</b>	<b>109.3%</b>
<b>Reserves</b>				
B-29 - Capital Improvement	200,000.00	200,000.00	0.00	100.0%
B-30 - Renewal & Replacement	200,000.00	200,000.00	0.00	100.0%
<b>Total Reserves</b>	<b>400,000.00</b>	<b>400,000.00</b>	<b>0.00</b>	<b>100.0%</b>
Misc. Income	-21,899.05			
Operating Refund	-39,362.98			

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9:09 AM  
05/18/22  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Pension Reimbursement	-901.91			
<b>Total Expense</b>	<b>4,409,825.11</b>	<b>4,592,111.00</b>	<b>-182,285.89</b>	<b>96.0%</b>
<b>Net Ordinary Income</b>	<b>1,224,967.48</b>	<b>-4,592,111.00</b>	<b>5,817,078.48</b>	<b>-26.7%</b>
<b>Other Income/Expense</b>				
Other Income				
Short Term Disability Reimburse	8,650.95			
<b>Total Other Income</b>	<b>8,650.95</b>			
Other Expense				
Bank Fee	185.00			
<b>Total Other Expense</b>	<b>185.00</b>			
<b>Net Other Income</b>	<b>8,465.95</b>			
<b>Net Income</b>	<b>1,233,433.43</b>	<b>-4,592,111.00</b>	<b>5,825,544.43</b>	<b>-26.8%</b>

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9:07 AM Musconetcong Sewerage Authority  
 05/18/22 Balance Sheet  
 Cash Basis As of December 31, 2021

	Dec 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
DA 8169 - Operating Acct TD - 8169	1,077,168.55
PR 3717 - Payroll Account TD - 2717	4,259.19
CI 5039 - Capital Improvements TD - 5030	1,600,002.81
Es 1206 - Escrow Account TD Bank - 2206	8,061.74
RR 1360 - Renewal & Replacement TD - 1360	528,290.30
Party Cash	193.00
<b>Total Checking/Savings</b>	<b>3,215,898.29</b>
Other Current Assets	
NJIB Note Receivable	3,092,430.00
Prepaid Expenses	179.09
<b>Total Other Current Assets</b>	<b>3,090,614.99</b>
<b>Total Current Assets</b>	<b>6,306,513.28</b>
Fixed Assets	
Construction in Progress	1,609,092.35
Accumulated Depreciation	(39,721,047.17)
Capital Assets, Depreciated	61,493,692.82
Land	505,700.00
<b>Total Fixed Assets</b>	<b>23,875,337.80</b>
Other Assets	
Def. Pension Outflows	329,952.00
<b>Total Other Assets</b>	<b>329,952.00</b>
<b>TOTAL ASSETS</b>	<b>30,511,803.08</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	72,332.98
<b>Total Accounts Payable</b>	<b>72,332.98</b>
Other Current Liabilities	
NJIB Note Payable	8,236,109.00
Accrued Payroll Liabilities	
Comminetment	302.14
VALIC	450.00
PERS - Contributions	75,378.52
PERS - Loans	82,314.56
PERS - Insurance	10,381.43
Union Dues	(1,876.41)
Accrued Payroll Liabilities - Other	(47,899.60)
<b>Total Accrued Payroll Liabilities</b>	<b>118,410.73</b>
Escrow Deposits Payable	
271 Kst 271 Kings Hwy - Adler WH	961.25
46 - Bank Street Crown Walk Urban Re	1,820.00
34 - Bank Street Urban Renewal LLC	12.00
QC - QuiaChak Roadway	210.00
Waterloo Valley Road Sewer Ext.	100.75
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,348.40
<b>Total Escrow Deposits Payable</b>	<b>9,562.24</b>

9:07 AM Musconetcong Sewerage Authority  
 05/18/22 Balance Sheet  
 Cash Basis As of December 31, 2021

	Dec 31, 21
Compensated Absences Payable	61,681.72
Accrued Interest Payable	24,811.48
Accounts Payable - Pension	(48,481.50)
Accrued Liabilities	47,771.68
<b>Total Other Current Liabilities</b>	<b>8,482,865.35</b>
<b>Total Current Liabilities</b>	<b>8,555,198.33</b>
Long Term Liabilities	
Net Pension Liability	1,384,376.00
Loans Payable	2,145,402.38
Def. Inflows of Resources	
Unmort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	891,342.00
<b>Total Def. Inflows of Resources</b>	<b>1,001,542.00</b>
<b>Total Long Term Liabilities</b>	<b>4,541,320.38</b>
<b>Total Liabilities</b>	<b>13,096,518.71</b>
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-24 Capital Improvements	
Contract 295 - Tertiary Tmt	
295 PIS - Contract 295 TT - P&S	38,708.81
295 IHC - Contract 295 TT - IHC	540,645.00
295 - Misc (Permit, Legal)	158.00
<b>Total Contract 295 - Tertiary Tmt</b>	<b>579,451.81</b>
Contract 300 Inflow Screening	
300 PIS - Contract 300 Inl Scr - P&S	13,098.44
300 Csp - Contract 300 Inl Scr - Coppola	130,842.90
300 - Misc (Permit, Legal)	1,688.00
<b>Total Contract 300 Inflow Screening</b>	<b>151,529.34</b>
AS - Air Sampling	8,119.76
330 - Contract 330 - PCBU	1,122.00
330 - Contract 330 - SC 3A4	11,094.10
330 - Contract 330 QT 1	9,776.85
330 - Contract 330 Phase II Air Perm	1,400.92
Telecommunications Project	4,780.00
300 - Contract 300 NJB Application	753.82
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickensers	8,543.08
280 - Contract 280 PC #2	21,342.49
B-28 Capital Improvements - Other	262,972.53
<b>Total B-28 Capital Improvements</b>	<b>1,155,554.99</b>
B-30 Renewal and Replacement	
338 - Contract 338 - 19 Pumps	29,033.87
B-30 Renewal and Replacement - Other	690,687.83
<b>Total B-30 Renewal and Replacement</b>	<b>719,721.50</b>
Operations	50,000.00
<b>Total Restricted</b>	<b>2,004,628.49</b>

9:07 AM Musconetcong Sewerage Authority  
 05/18/22 Balance Sheet  
 Cash Basis As of December 31, 2021

	Dec 31, 21
Unrestricted	
Designated	(107,878.00)
Undesignated	835,952.10
<b>Total Unrestricted</b>	<b>727,974.10</b>
3000 - Operating Bal Equity	(4,186,751.87)
32000 - Retained Earnings	(2,892,095.40)
Net Income	172,275.10
<b>Total Equity</b>	<b>17,415,284.37</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>30,511,803.08</b>

The Financial Reports for 2022 were accepted on a motion offered by Mr. Romano, seconded by Mrs. Michetti and the affirmative all in favor vote of members present. Roll Call Vote:

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

Comments:

- None

# Financial Reports – 2022

9:09 AM  
05/16/22  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Trustee passdown	1,134,250.00			
<b>Total Income</b>	<b>1,134,250.00</b>			
Gross Profit	1,134,250.00			
Expense				
66900 - Reconciliation Discrepancies	10.00			
Personnel Services				
B-1 - Administrative-S&W	55,460.41	171,640.00	-116,179.59	32.3%
B-14 - Operating-S&W	223,658.80	668,000.00	-444,341.20	33.5%
<b>Total Personnel Services</b>	<b>279,119.21</b>	<b>839,640.00</b>	<b>-560,520.79</b>	<b>33.2%</b>
Employee Benefits				
B-9 - Pension	106,541.00	105,000.00	1,541.00	101.5%
B-8 - Social Security	20,608.45	66,458.00	-45,849.55	31.0%
B-10 - Hosp	1,786.68			
Dental/Vision	59,375.42	200,000.00	-140,624.58	29.7%
B-10 - Hosp - Other				
<b>Total B-10 - Hosp</b>	<b>61,162.10</b>	<b>200,000.00</b>	<b>-138,837.90</b>	<b>30.6%</b>
B-11 - Disability Insurance	1,676.10	10,000.00	-8,323.90	16.8%
B-6 - Unemployment	3,724.33	7,000.00	-3,275.67	53.2%
<b>Total Employee Benefits</b>	<b>193,711.98</b>	<b>388,458.00</b>	<b>-194,746.02</b>	<b>49.0%</b>
Administration Expenses				
B-2 - Administrative-OE	7,298.97	40,000.00	-32,701.03	18.2%
<b>Total Administration Expenses</b>	<b>7,298.97</b>	<b>40,000.00</b>	<b>-32,701.03</b>	<b>18.2%</b>
Operations and Maintenance				
B-3 - Legal	6,680.00	35,000.00	-28,320.00	19.1%
B-4 - Audit	0.00	20,000.00	-20,000.00	0.0%
B-5 - Engineer	11,905.00	35,000.00	-23,095.00	34.0%
B-16 - Telephone	3,660.78	25,000.00	-21,339.22	14.6%
B-16 - Electric	82,423.29	460,000.00	-367,576.71	20.1%
B-17 - Propane/Fuel Oil	16,628.32	30,000.00	-13,371.68	55.4%
B-18 - Supplies/Chemicals	70,020.19	200,000.00	-129,979.81	35.0%
B-27 - Laboratory Supplies	1,400.08	8,000.00	-6,599.92	17.5%
B-13 - Office	14,200.36	30,000.00	-15,799.64	47.3%
B-31 - External Services	21,368.30	75,000.00	-53,631.70	28.6%
B-28 - Education/Training	5,854.87	12,000.00	-6,145.13	48.8%
B-25 - Laboratory Fees	4,208.45	20,000.00	-15,791.55	21.0%
B-19 - Maintenance/Repairs	44,762.27	204,000.00	-159,237.73	21.9%
B-20 - Insurance	65,901.00	120,000.00	-54,099.00	54.9%
B-24 - NJDEP Fees	18,127.92	25,000.00	-6,872.08	79.5%
B-12 - Trustee Admin Fee	9,976.00	25,000.00	-15,024.00	27.9%
B-23 - Permit Appl/Compliance Fees	8,584.20	25,000.00	-16,415.80	34.3%
B-21 - Equipment	8,115.44	70,000.00	-61,884.56	11.6%
B-26 - Sludge Disposal	211,179.95	810,000.00	-598,820.05	26.1%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
<b>Total Operations and Maintenance</b>	<b>612,968.33</b>	<b>2,254,000.00</b>	<b>-1,641,031.67</b>	<b>27.2%</b>
Debt Service				
Debt Svs - Principal Payment	23,919.43			
Debt Svs - Interest Payment	19,518.80			
Debt Service - Other	0.00	724,723.00	-724,723.00	0.0%
<b>Total Debt Service</b>	<b>43,438.23</b>	<b>724,723.00</b>	<b>-681,284.77</b>	<b>6.0%</b>
Reserves				
B-29 - Capital Improvement	67,254.48	200,000.00	-132,745.52	33.6%
B-30 - Renewal & Replacement	16,763.65	200,000.00	-183,236.35	8.4%
<b>Total Reserves</b>	<b>84,018.13</b>	<b>400,000.00</b>	<b>-315,981.87</b>	<b>21.0%</b>
Operating Refund	-101.49			
Pension Reimbursement	-7,940.72			
<b>Total Expense</b>	<b>1,212,682.84</b>	<b>4,646,821.00</b>	<b>-3,434,138.36</b>	<b>26.1%</b>

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9:09 AM  
05/16/22  
Accrual Basis

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-76,432.64	-4,646,821.00	4,569,388.36	1.7%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	10,203.50			
<b>Total Other Income</b>	<b>10,203.50</b>			
Other Expense				
Bank Fee	-40.00			
<b>Total Other Expense</b>	<b>-40.00</b>			
<b>Net Other Income</b>	<b>10,243.50</b>			
<b>Net Income</b>	<b>-66,189.14</b>	<b>-4,646,821.00</b>	<b>4,578,631.86</b>	<b>1.6%</b>

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9:08 AM Musconetcong Sewerage Authority  
 05/19/22 Balance Sheet  
 Cash Basis As of April 30, 2022

	Apr 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
OA 8169 - Operating Acct TD - 8169	1,664,430.00
PB 3717 - Payroll Account TD - 3717	23,170.11
CI 6030 - Capital Improvement TD - 6030	1,620,892.72
ES 3223 - Escrow Account TD Bank - 3223	10,566.74
RR 1360 - Renewal & Replacement TD - 1360	600,492.85
Patty Cash	150.00
<b>Total Checking/Savings</b>	<b>3,913,662.22</b>
<b>Other Current Assets</b>	
NJIB Note Receivable	3,090,430.00
Prepaid Expenses	178.99
<b>Total Other Current Assets</b>	<b>3,090,614.99</b>
<b>Total Current Assets</b>	<b>7,004,283.21</b>
<b>Fixed Assets</b>	
Contribution in Progress	1,009,092.35
Accumulated Depreciation	(8,721,047.17)
Capital Assets, Depreciated	61,481,952.82
Land	505,700.00
<b>Total Fixed Assets</b>	<b>23,875,337.80</b>
<b>Other Assets</b>	
Def. Pension Outflows	329,862.00
<b>Total Other Assets</b>	<b>329,862.00</b>
<b>TOTAL ASSETS</b>	<b>31,209,673.01</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
30000 - Accounts Payable	(46,486.61)
<b>Total Accounts Payable</b>	<b>(46,486.61)</b>
<b>Other Current Liabilities</b>	
NJIB Note Payable	8,964,052.00
<b>Accrued Payroll Liabilities</b>	
Garmentment	302.14
VALU	50.00
PERS - Contributions	90,136.62
PERS - Loans	94,255.59
PERS - Insurance	11,304.87
Union Dues	(1,076.41)
Accrued Payroll Liabilities - Other	(47,699.60)
<b>Total Accrued Payroll Liabilities</b>	<b>147,333.21</b>
<b>Escrow Deposits Payable</b>	
271 891 - 271 Kings Hwy, Advei WH	2,491.25
43 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bank Street Urban Renewal LLC	12.00
GD - QuikChek Rosbury	210.00
Watson Valley Road Sewer Est.	100.75
Villages at Rosbury	905.00
Covepoint Multifamily Project	504.25
Escrow Deposits Payable - Other	5,548.49
<b>Total Escrow Deposits Payable</b>	<b>12,027.24</b>

9:08 AM Musconetcong Sewerage Authority  
 05/19/22 Balance Sheet  
 Cash Basis As of April 30, 2022

	Apr 30, 22
<b>Compensated Absences Payable</b>	
Accrued Interest Payable	61,881.72
Accounts Payable - Pension	28,072.79
Accrued Liabilities	(49,667.29)
47,771.88	
<b>Total Other Current Liabilities</b>	<b>9,199,381.35</b>
<b>Total Current Liabilities</b>	<b>9,154,894.74</b>
<b>Long Term Liabilities</b>	
Net Pension Liability	1,394,378.00
Loans Payable	2,145,402.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	891,242.00
<b>Total Def. Inflows of Resources</b>	<b>1,001,542.00</b>
<b>Total Long Term Liabilities</b>	<b>4,541,320.38</b>
<b>Total Liabilities</b>	<b>13,696,215.12</b>
<b>Equity</b>	
Net Investment in Capital Asset	22,089,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
C360 - Contract 360 HVAC, Roofs	230,300.00
Contract 295 - Tertiary Treatment	
268 P85 - Contract 268 TT - P8&S	89,478.56
264 Misc - Contract 264 TT - Misc	88,809.25
256 - Misc (Permit, Legal)	104.00
<b>Total Contract 265 - Tertiary Treatment</b>	<b>156,189.81</b>
Contract 300 Influent Screening	
300 P88 - Contract 300 Infl Scr - P88	28,172.28
300 C30 - Contract 300 Infl Scr - Coppola	13,801.99
300 - Misc (Permit, Legal)	1,668.00
<b>Total Contract 300 Influent Screening</b>	<b>43,471.87</b>
A8 - Air Ramping	31,539.08
360 - Contract 360 - PCB&U	1,122.00
328 - Contract 328 - SC 3&4	11,994.10
330 - Contract 330 OT 1	9,776.60
310 - Contract 310 Phase III Air Perm	1,400.00
Telecommunications Project	4,790.00
306 - Contract 306 NJIB Application	753.82
295 - Contract 295 - SC #1 & 2	93,801.49
270 - Contract 270 Thickeners	8,943.08
280 - Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	161,412.53
<b>Total B-29 Capital Improvements</b>	<b>778,498.34</b>
B-30 Renewal and Replacement	
330 - Contract 330 - 18 Pumps	29,033.67
B-30 Renewal and Replacement - Other	690,687.83
<b>Total B-30 Renewal and Replacement</b>	<b>719,721.50</b>
Operations	50,000.00
<b>Total Restricted</b>	<b>1,627,641.84</b>

9:08 AM Musconetcong Sewerage Authority  
 05/19/22 Balance Sheet  
 Cash Basis As of April 30, 2022

	Apr 30, 22
<b>Unrestricted</b>	
Designated	(107,978.00)
Undesignated	835,952.10
<b>Total Unrestricted</b>	<b>727,974.10</b>
2008 - Opening Bal Equity	(6,417,097.87)
2009 - Retained Earnings	(2,819,880.21)
Net Income	700,490.17
<b>Total Equity</b>	<b>17,513,302.80</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>31,209,673.01</b>

The **Pending Vouchers** through May 19, 2022 were approved for payment on a motion offered by Mr. Sylvester, seconded by Mr. Schwab and the affirmative roll call vote of members present. Roll Call Vote: Roll Call Vote:

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

Comments:

- None



**Musconetcong Sewerage Authority**  
Through May 19, 2022

	Name	Memo	Split	Amount	
<b>OPERATING:</b>	American Wear	Uniform Service 04.26.2022-05.18.21	B-31 - External Services	632.52	
	AmeriGas Propane	Invoice 3135717551, 3136511004	- IB-31 - External Services	1,693.73	
	ATS Environmental Serv	Invoice GS2022157DW	B-31 - External Services	550.00	
	Blue Diamond Disposal, In	Invoice 645574 - Monthly Trash Ser	B-31 - External Services	353.00	
	Cintas First Aid & Safety	Invoice 5105473126 - First Aid Supp	B-31 - External Services	235.78	
	Grainger	Invoice # 9276521391	B-19 - Maintenance/Repair	373.73	
	JCP&L	Invoice # 95009627606 - Pump Stati	B-16 - Electric	2,113.91	
	Lenovo	Invoice 6460625087 - Conference R	B-13 - Office	131.99	
	NJ American Water Co.	Account # 1018-210023733698 - 04.	B-31 - External Services	1,559.85	
	NJ Utility Authorities JIF	Invoice # NJUA249-2022SA - Secor	B-20 - Insurance	64,951.00	
	NJWEA	NJWEA 2022 Annual Conference R	B-28 - Education/Training	574.00	
	Nusbaum, Stein,Goldstein	Invoice 32668 & 32669	B-3 Legal, B-23 Permit Con	5,362.00	
	Office Concepts Group	Invoice 1071570-1, 1071570-0	B-13 - Office	957.94	
	Office Concepts Group	Invoice 1072054-0	B-13 - Office	85.18	
	One Call Concepts, Inc.	Invoice 2045435	B-2 - Administrative-OE	72.93	
	Passaic Valley Sewerage I	Invoice 520384 - Liquid Waste Accep	B-26 - Sludge Disposal	38,607.00	
	PCS Pump and Process	Invoice 8154	B-29 - Capital Improvement	23,856.52	
	PS&S	Invoice 153021 - General Consulting	B-5 - Engineer	5,651.94	
	Quadient	Invoice # 59241870 - Postage Machi	B-13 - Office	86.25	
	Raritan Group, Branch 10C	Invoice 3106739	B-19 - Maintenance/Repair	914.48	
	Romano, Thomas	2022 NJWEA Conference Lodging R	B-28 - Education/Training	283.60	
	Russell Reid	Invoice 0006464291 - Sludge Haulin	B-26 - Sludge Disposal	26,766.00	
	Sal's Pizza	Invoice 72306 - Commissioner Traini	B-28 - Education/Training	324.85	
	Tractor Supply Company	Account # 6035 3012 0511 3408 - In	B-19 - Maintenance/Repair	389.94	
	USA Bluebook	Invoice 944604	B-18 - Supplies/Chemicals	1,623.68	
	USALCO	Invoice 20227234	B-18 - Supplies/Chemicals	9,004.01	
	Wallworks	Invoice 1440	B-31 - External Services	5,950.00	
	Wielkatz & Company LLC	2021 Progress Billing for Audit	B-4 Audit	10,000.00	
			<b>TOTAL:</b>	<b>203,105.83</b>	
	<b>ESCROW:</b>	PS&S	Invoice 153023 - Adler Warehouse F271 KH - 271 Kings Hwy - F		425.00
				<b>TOTAL:</b>	<b>425.00</b>
	<b>CAPITAL:</b>	PS&S	Invoice 152373 - Contract 295 throug	295 PSS - Contract 295 TT	6,414.72
		PS&S	Invoice 153020 - Contract 295 throug	295 PSS - Contract 295 TT	4,568.61
PS&S		Invoice 153022 - Contract 305 throug	305 - Contract 305 NJIB Ap	437.50	
PS&S		Invoice 153019- Contract 300 throug	300 PSS - Contract 300 Infr	18,695.00	
			<b>TOTAL:</b>	<b>30,115.83</b>	

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	Name	Memo	Split	Amount
<b>PAYROLL:</b>	Primepoint Payroll	MSA Payroll 04.29.2022	B-1, B-14	31,518.86
	Primepoint Payroll	MSA Payroll 05.13.2022	B-1, B-14	32,329.66
			<b>TOTAL:</b>	<b>63,848.52</b>
<b>RENEWAL &amp; REPLACEMENT:</b>			<b>TOTAL:</b>	<b>0.00</b>
<b>MANUAL &amp; ONLINE PYMTS:</b>	NJSHBP	Reference # 10220548	B-10 - Hosp	1,922.02
	VALIC	Confirmation 223130	Payroll Liabilities:VALIC	500.00
Quadient	Confirm # NEOERP003431821	B-13 Office	86.25	
Local 32	Union Dues 04.2022	Payroll Liabilities:Union Due	312.00	
Primepoint Payroll	Invoice 513175 - Payroll Processing	B-31 - External Services	33.00	
NJ Division of Pensions & NJSHBP	Reference # 11660579	Accounts Payable - Pensior	3,920.36	
	Reference # 11882001	B-10 - Hosp	13,816.94	
Altice	Acct # 07876-645020-01 -0 5.01.22	B-15 - Telephone	404.39	
JCP&L	Confirm # 87700841	B-16 - Electric	8,040.51	
Lowes	Reference # 700965002	B-19 - Maintenance/Repair	110.20	
VALIC	Confirmation 224025	Payroll Liabilities:VALIC	500.00	
Primepoint Payroll	Invoice 514628 - Payroll Processing	B-31 - External Services	45.50	
Direct Energy	Confirmation # 2228511	B-16 - Electric	20,585.06	
		<b>TOTAL:</b>	<b>50,276.23</b>	

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The following **correspondence** for the May, 2022 was received and filed on a motion offered by Mr. Romano, seconded by Mrs. Michetti and the affirmative all in favor vote of members present. All In Favor Vote:

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

Comments:

- None

- **Correspondence:**

- NJ Ibank: Payment Requisition No. S340384-09 - SC-17
- BMT Monthly Report – 05.04.2022
- NJ Ibank: Construction Loan Accrued Interest Monthly Statement as of 04.30.2022
- \*Township of Roxbury: Ordinance No. 10-22, County of Morris, State of NJ Establishing the AH-9 Inclusionary Affordable Housing Zone Amending Affordable Housing Zone Amending Chapter 13, Land Development, Article VII Zoning Regulations, to address Roxbury Township's Third Round Affordable Housing Obligations

**Monthly Reports:**

The Director's Report for the month of May, 2022 and Flow Data for April, 2022 was accepted on a motion offered by Mr. Schwab and seconded by Mr. McNeilly and the affirmative all-in favor vote of members present. All In Favor Vote:

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

Comments:

- Mr. Schwab asked Mr. Carroll, QPA with regard to the Fuel Surcharge request from a particular vendor.
  - Mr. Carroll, QPA stated that he is not seeing anything come through from the state nor has he seen anything on his municipal blogs regarding to these increases, he stated we have contracts in place.
  - Mr. Wancho, PE advised that the NJIbank released information just this week that these fees could be included in the bid documents as an allowance, he is not sure on how it would be addressed as far as pre-bid construction or during the project.
  - Mr. Schwab stated that there is always a risk that the bidder takes on in bidding on multiple years.
  - Mr. Carroll, QPA stated that the only contract he is aware of for fuel surcharges is Garbage collection, he advised that he is keeping an eye on it.
  - Mrs. Michetti stated that she is seeing this issue with materials, typically when a purchase order is issued that secures the price for 30 days, currently she is seeing one week guarantees if that.
  - There was conversation about material cost increase between Mr. Schwab, Mr. Wancho, Mr. Dwyer and Mrs. Michetti. Mr. Carroll, QPA stated this would have to be addressed prior to the budget adoption on July 1<sup>st</sup>.
- It was noticed that Maintenance & Repairs report for May, 2022 was not available and would be made available for the June meeting.
- Mr. Rattner discussed and addressed the increase in flows.

The Engineer's Report for the month of May, 2022 was accepted on a motion offered by Mr. Schindelar, seconded by Mr. Still and the affirmative all-in favor of members present. All In Favor Vote:

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

Comments:

- None

**New Business:**

Resolution No. 22-32 was offered on a motion by Mr. Romano seconded by Mr. Still and the affirmative roll call vote of members present. Roll Call Vote:

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

\*See attached resolution

Comments:

- None

**Old Business:**

Resolution No. 22-06 remains tabled.

Comments:

- To be discussed in closed session.
- Mr. Schwab requested that the documentation be added to June agenda.

Resolution No. 22-27 was offered on a motion by Mr. Schwab seconded by Mr. Pucilowski and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Absent	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	No

\*See attached resolution

Comments:

- None

**New or Old Business Discussion:**

- Chairman Rattner advised that he had a brief discussion with the DEP Commissioner while in at the kick off for the Kick Off Summer Tour, he discussed water quality and stormwater run offs in Jefferson. There was \$10 million dollars allocated for the lakes in NJ. There is another grant coming for water quality, time is to apply and submit an application.
- Mr. Pucilowski stated that he met with John Perry who is now working with Jefferson Township and he stated that they are now realizing that they have to do sewer work.
  - Chairman Rattner stated that they would have to come up with funding to expand the plant.
- Mr. McNeilly as to go back to the discussion the stormwater management grant, he had received a sample letter for them to also ask for support, the letter has Morris County Sewerage Authority listed not the MSA, he will correct their letter accordingly before submitting.

**Closed Session:**

Entered Closed Session on a motion made by Mr. Romano, seconded by Mr. McNeilly at 07:57pm and the affirmative all in favor vote of members present. All In Favor Vote:

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

**Open Session:**

Entered Open Session on a motion made by Mr. McNeilly, seconded by Mr. Schwab at 08:20pm by an all-in favor Vote of members present. All In Favor Vote:

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

**Comments:**

- Mr. Dwyer, Esq stated Litigation was discussed in close session.
- Chairman Rattner requested that Mr. Wancho, PE revise his proposal with regard to the Plant Studies to provide a more comprehensive report as to what the plant can do and handle.
  - Mr. Wancho, PE confirmed that he will modify his proposal and submit for the June meeting.

**Adjournment:**

Motion made by Mr. Still, seconded by Mr. McNeilly at 08:21pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:11pm. All In Favor Vote:

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

Respectfully Submitted:  
Jilliam Martucci - Administrative Assistant

**RESOLUTION NO. 22-32**

Resolution of the Musconetcong Sewerage Authority  
Awarding a Contract to Modern Floors Company, Inc.  
to Install Flooring in the Main Building Under a "Non-Fair and Open" Process

WHEREAS, the Musconetcong Sewerage Authority ("MSA") has determined a need to replace flooring in the main building on its campus at 110 Continental Drive N., Budd Lake, NJ (the "Project") as a non-fair and open contract pursuant to N.J.S.A. 19:44A-20.4; and

WHEREAS the Secretary-Treasurer has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, the Musconetcong Sewerage Authority received the following proposals for flooring:

Floor Depot - \$39,577.52

Treptow Floor Covering Service - \$36,183.00

Modern Floors Co. - \$35,488.00

and:

WHEREAS, the MSA solicited and received proposals from vendors including Modern Floors Company, Inc. which has indicated they will provide the goods and services for the price of \$35,488.00; and

WHEREAS, the Musconetcong Sewerage Authority is desirous of engaging Modern Floors Company Inc. to provide the materials and perform the work necessary for the Project; and

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WHEREAS, the Treasurer has confirmed that funds are available in the Budget under line B-19 Maintenance and Repairs for this Project; and

WHEREAS, Modern Floors Company, Inc. has submitted a Business Entity Disclosure Statement which certifies that they have not made any reportable contributions to a political or candidate committee within the Authority's service area in the previous one year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract is hereby awarded to Modern Floors Company, Inc. to provide materials and labor to install flooring in accordance with the Proposal dated March 30, 2022 for the contract price of \$35,488.00 plus \$550.00 for adding a logo in the vestibule; and be it

FURTHER RESOLVED, the Business Entity Disclosure Certification and Determination of Value shall be placed on file with this Resolution; and be it

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

FURTHER RESOLVED that Modern Floors Company, Inc. shall execute a Site Access Agreement and provide proof of insurance prior to entering upon MSA's premises.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

DATED: May 26, 2022

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**RESOLUTION NO. 22-27**

Resolution of the Musconetcong Sewerage Authority  
Authorizing the Award of a Contract for Air Quality Monitoring and Compliance Services to PS&S for Assistance with the Conditions Set Forth in NJDEP Preconstruction Permit (PCP) 210001 and for Ongoing Related Services During the Period from May 1, 2022 through April 30, 2023 without Public Advertising as a Professional Service

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "MSA") is desirous of awarding a Contract for professional services to Paulus Sokolowski & Sartor ("PS&S") for services in connection with: (i) Preconstruction Permit PCP 210001 issued by New Jersey Department of Environmental Protection ("DEP"), (ii) the DEP Draft Air Permit issued April 18, 2022; (iii) investigation of prior outstanding permits, and (iv) air quality inspections, testing, monitoring and compliance for the period from May 1, 2022 through April 30, 2023; and

WHEREAS PS&S has submitted a Proposal dated April 29, 2022 with a cost in the amount of \$17,760.00 which includes the rental of QRAE 3 Wireless Gas monitoring equipment; and

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

WHEREAS, the Secretary/Treasurer of the MSA has certified that funds are available in the budget of the MSA (B-23 Compliance Fees); and be it

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the MSA that a Contract is hereby awarded to PS&S for services in accordance with the attached Proposal dated April 29, 2022 in an amount not to exceed \$17,760.00; and be it

-1-

FURTHER RESOLVED, that the above amount shall not exceed \$17,760.00 without further authorization from the MSA; and be it

FURTHER RESOLVED, that Steven Rattner, as Chairman and/or James Schilling, as Director, is hereby authorized to sign, if needed, the Proposal dated April 29, 2022, between PS&S and the MSA; and be it

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

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

May 26, 2022

SEE ATTACHED PS&S PROPOSAL DATED APRIL 29, 2020

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