

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
May 27, 2021

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

Chairman Sylvester called the meeting to order at 7:30 PM. Following the virtual 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: Andrew Cangiano, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Thomas Romano, Richard Schindelar, Joseph Schwab, Jack Sylvester

Members Absent: James Benson, Steven Rattner, Elmer Still

Others Present: Tom Carroll - QPA, Pat Dwyer - Esq., James Schilling - MSA Director, Jilliam Martucci - Administrative, Jim Wancho - PE

Attendance Roll Call:

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

Date/Time Call to Order: Thursday May 27, 2021 – 7:30PM
Others Present: Tom Carroll, Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Absent	Present
Regular Meeting Minutes: March 25, 2021 ALL IN FAVOR	Absent	Abstain	Aye	Aye	Aye	Aye	Absent	Motion Aye	Aye	Second Aye	Absent	Aye
Regular Meeting Minutes: April 22, 2021 ALL IN FAVOR	Absent	Aye	Aye	Abstain	Second Aye	Aye	Absent	Aye	Aye	Motion Aye	Absent	Aye
2020 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes
December 31, 2020 Balance Sheet ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes
2021 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes
April 30, 2021 Balance Sheet ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes
Pending Vouchers; May 20, 2021 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Absent	Second Yes	Yes	Motion Yes	Absent	Yes
Correspondence All IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Absent	Aye	Second Aye	Aye	Absent	Aye
Directors Report, Maintenance & Repairs May, 2021 Flow Data - April, 2021 ROLL CALL	Absent	Motion Yes	Yes	Yes	Yes	Yes	Absent	Yes	Second Yes	Yes	Absent	Yes
Engineers Report- May, 2021 ALL IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye	Absent	Aye
New Business:												
Resolution # 21-22 ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes	Absent	Yes
Resolution # 21-23 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Absent	Second Yes	Yes	Motion Yes	Absent	Yes
Resolution # 21-24 ROLL CALL	Absent	Motion Yes	Yes	Yes	Yes	Yes	Absent	Yes	Yes	Second Yes	Absent	Yes
Resolution # 21-25 ROLL CALL - AS AMENDED	Absent	Second Yes	Yes	Motion Yes	Yes	Yes	Absent	Yes	Yes	Yes	Absent	Yes
Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Resolution # 21-26 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Second Yes	Absent	Yes
Resolution # 21-27 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Absent	Motion Yes	Yes	Yes	Absent	Yes
Old Business: Resolution 21-20 ROLL CALL - AS AMENDED	Absent	Yes	Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Second Yes	Absent	Yes
Closed Session: 08:15 pm ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Absent	Aye	Second Aye	Aye	Absent	Aye
Open Session: 08:24 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Second Aye	Absent	Motion Aye	Aye	Aye	Absent	Aye
Adjournment: 08:24 pm ALL IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Absent	Aye	Motion Aye	Aye	Absent	Aye

The "Regular" meeting minutes of March 25, 2021 accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab
All In Favor Vote:

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

Comments:

- None

The "Regular" meeting minutes of April 22, 2021 were tabled on a motion offered by Mr. Schwab, seconded by Mrs. Michetti
All In Favor Vote:

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

- Commissioner Pucilowski stated that he hopes that is the last time we have a meeting like that.
 - Chairman Sylvester agreed.
 - Mr. Schilling asked if Mr. Pucilowski was referring to the meeting itself or the minutes. Mr. Pucilowski advised he was referring to the minutes. Mr. Schilling responded that it he does not feel it is appropriate for the administration to edit recorded minutes that are available to the public and that the minutes are sent to the entire Board for review & revisions prior. Mr. Pucilowski does not feel that the expletives needed to be transcribed verbatim.
 - Mr. Schwab asked if he would like to table the minutes, Mr. Pucilowski responded "No." Chairman Sylvester asked if we could simply revise the minutes & enter "expletive".
 - Mr. Pucilowski stated that the minutes are to be a summary of the meeting and if the public asked, they would review the minutes not the recording.
 - Mr. Schilling stated that he does not know where we (administration) are to draw the line in summarizing opinions and that prior to the meeting would have been the appropriate time to offer revisions.
 - Chairman Sylvester stated that Mr. Pucilowski requests to remove swear words, he requested a motion to table the April minutes. Mr. Schwab withdrew his motion to move the minutes and offered a motion to table the minutes, Mrs. Michetti also withdrew her second to move the minutes and offered a second to table the April 22, 2021 minutes.

Chairman Sylvester opened and closed the meeting to the public.

The Financial Reports for 2020 were accepted on a motion offered by Mr. Schwab, seconded by Mr. McNeilly.

Roll Call Vote:

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

Comments:

- Mr. Schwab asked if the reason we are still including the 2020 budget information is because we are still waiting on the pension numbers. Mr. Schilling advised that these figures are always included until the Audit is completed, we were expecting the completion of the Audit by end of May.

Financial Report – 2020

11:28 AM

05/06/21

Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	107,978.00	-107,978.00	0.0%
Interest trustee passdown	15,031.75 4,461,401.96	4,427,402.00	33,999.96	100.8%
Total Income	4,476,433.71	4,535,380.00	-58,946.29	98.7%
Gross Profit	4,476,433.71	4,535,380.00	-58,946.29	98.7%
Expense				
Personnel Services				
B-1 · Administrative-S&W	153,900.43	165,958.00	-12,057.57	92.7%
B-14 · Operating-S&W	654,600.94	667,500.00	-12,899.06	98.1%
Total Personnel Services	808,501.37	833,458.00	-24,956.63	97.0%
Employee Benefits				
B-9 · Pension	101,018.00	102,000.00	-982.00	99.0%
B-8 · Social Security	60,619.76	65,500.00	-4,880.24	92.5%
B-10 · Hosp				
Dental/Vision	5,752.06			
Hospitalization	144,330.98	200,000.00	-55,669.02	72.2%
B-10 · Hosp - Other	-10,146.15			
Total B-10 · Hosp	139,936.89	200,000.00	-60,063.11	70.0%
B-11 · Disability Insurance	4,962.27	10,000.00	-5,037.73	49.6%
B-6 · Unemployment	5,739.71	7,000.00	-1,260.29	82.0%
Employee Benefits - Other	0.00	0.00	0.00	0.0%
Total Employee Benefits	312,276.63	384,500.00	-72,223.37	81.2%
Administration Expenses				
B-2 · Administrative-OE	33,826.59	40,000.00	-6,173.41	84.6%
Administration Expenses - Other	0.00	0.00	0.00	0.0%
Total Administration Expenses	33,826.59	40,000.00	-6,173.41	84.6%
Operations and Maintenance				
B-3 · Legal	37,277.93	37,804.50	-526.57	98.6%
B-4 · Audit	15,899.45	17,000.00	-1,100.55	93.5%
B-5 · Engineer				
NJPDES Permit	11,113.63			
B-5 · Engineer - Other	20,518.77	30,000.00	-9,481.23	68.4%
Total B-5 · Engineer	31,632.40	30,000.00	1,632.40	105.4%
B-15 · Telephone	19,874.06	20,000.00	-325.94	98.4%
B-16 · Electric	325,483.95	421,520.52	-96,036.57	77.2%
B-17 · Propane/Fuel Oil	10,602.60	29,000.00	-18,397.40	36.6%
B-18 · Supplies/Chemicals	199,530.05	200,000.00	-469.95	99.8%
B-27 · Laboratory Supplies	5,493.51	12,000.00	-6,506.49	45.8%
B-13 · Office	27,832.51	30,000.00	-2,167.49	92.8%
B-31 · External Services	64,971.26	88,621.08	-23,649.82	73.3%
B-28 · Education/Training	8,777.00	20,000.00	-11,223.00	43.9%
B-25 · Laboratory Fees	14,558.62	30,000.00	-15,441.38	48.5%
B-19 · Maintenance/Repairs	174,336.46	200,000.00	-25,663.54	87.2%
B-20 · Insurance	105,037.00	110,000.00	-4,963.00	95.5%
B-24 · NJDEP Fees	24,196.32	25,000.00	-803.68	96.8%
B-12 · Trustee Admin Fee	15,030.00	20,000.00	-4,970.00	75.2%
B-23 · Permit Appl/Compliance Fees	28,965.00	34,553.99	-5,588.99	83.8%
B-21 · Equipment	68,681.31	70,000.00	-1,318.69	98.1%
B-26 · Sludge Disposal	744,802.21	745,000.00	-197.79	100.0%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Operations and Maintenance - Other	0.00	0.00	0.00	0.0%
Total Operations and Maintenance	1,922,781.64	2,165,500.09	-242,718.45	88.8%
Debt Service				
Debt Svs - Principal Payment	645,580.49	638,837.00	6,743.49	101.1%
Debt Svs - Interest Payment	51,153.33	75,085.00	-23,931.67	68.1%
Total Debt Service	696,733.82	713,922.00	-17,188.18	97.6%
Reserves				
B-29 · Capital Improvement	300,000.00	300,000.00	0.00	100.0%

Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
B-30 - Renewal & Replacement	100,000.00	100,000.00	0.00	100.0%
Total Reserves	400,000.00	400,000.00	0.00	100.0%
Union Dues	0.00			
Total Expense	4,174,120.05	4,537,380.09	-363,260.04	92.0%
Net Ordinary Income	302,313.66	-2,000.09	304,313.75	-15,115.0%
Other Income/Expense				
Other Expense				
Bank Fee	0.00			
Total Other Expense	0.00			
Net Other Income	0.00			
Net Income	302,313.66	-2,000.09	304,313.75	-15,115.0%

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2020

	Dec 31, 20
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,528,759.59
PR 3717 · Payroll Account TD - 3717	5,511.18
CI 5030 · Capital Improvement TD - 5030	679,293.82
Es 3226 · Escrow Account TD Bank - 3226	9,892.99
RR 1360 · Renewal & Replacement TD -1360	331,621.30
Petty Cash	150.00
Total Checking/Savings	2,555,228.88
Other Current Assets	
NJIB Note Receivable	6,000,000.00
Prepaid Expenses	179.99
Total Other Current Assets	6,000,179.99
Total Current Assets	8,555,408.87
Fixed Assets	
Construction in Progress	619,814.35
Accumulated Depreciation	-38,105,732.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
Total Fixed Assets	24,501,374.80
Other Assets	
Def. Pension Outflows	521,422.00
Total Other Assets	521,422.00
TOTAL ASSETS	33,578,205.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	395,352.68
Total Accounts Payable	395,352.68
Other Current Liabilities	
NJIB Note Payable	6,000,000.00
Accrued Payroll Liabilities	
VALIC	-450.00
PERS - Contributions	28,363.35
PERS - Loans	46,391.38
PERS - Insurance	7,320.03
Union Dues	-1,367.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	32,557.75
Escrow Deposits Payable	
40 · Bank Street Crown Walk Urban Re	1,825.00
34 · Bnk Street Urban Renewal LLC	12.50
QC · QuickChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Hopatcong State Park WQMP Amend	1,292.50
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	9,893.49

11:27 AM
 05/06/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2020

	Dec 31, 20
Due to Municipalities	-254,218.00
Compensated Absences Payable	49,512.72
Accrued Interest Payable	30,709.64
Accounts Payable - Pension	53,839.64
Accrued Liabilities	23,750.00
Total Other Current Liabilities	5,946,045.24
Total Current Liabilities	6,341,397.92
Long Term Liabilities	
Net Pension Liability	1,861,226.00
Loans Payable	2,784,238.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	17,000.00
Def. Pension Inflows	894,022.00
Total Def. Inflows of Resources	911,022.00
Total Long Term Liabilities	5,556,486.38
Total Liabilities	11,897,884.30
Equity	
Net Investment in Capital Asset	21,700,135.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
Contract 295 - Tertiary Ttmt	
295 PSS · Contract 295 TT - PS&S	211,450.69
295 IHC · Contract 295 TT - IHC	2,555,951.00
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Ttmt	2,767,505.69
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	95,339.45
300 Cop · Contract 300 Infl Scr - Coppola	1,598,890.00
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	1,695,897.45
AS · Air Sampling	2,861.83
350 · Contract 350 - PCSIU	6,822.50
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm	1,460.92
Telecommunications Project	4,760.00
305 · Contract 305 NJIB Application	3,299.03
285 · Contract 285 - SC #1 & 2	93,801.49
270 · Contract 270 Thickeners	8,843.08
280 · Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	706,750.47
Total B-29 Capital Improvements	5,334,815.70
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
315 · Contract 315 Sludge Pumps Eval	40,015.98
B-30 Renewal and Replacement - Other	466,011.85
Total B-30 Renewal and Replacement	535,061.50
Operations	50,000.00
Total Restricted	5,999,129.20

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05/06/21
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2020

	Dec 31, 20
Unrestricted	
Designated	-107,978.00
Undesignated	714,522.10
Total Unrestricted	606,544.10
3000 · Opening Bal Equity	-5,162,829.77
32000 · Retained Earnings	-1,705,730.53
Net Income	243,072.81
Total Equity	21,680,321.37
TOTAL LIABILITIES & EQUITY	33,578,205.67

The Financial Reports for 2021 were accepted on a motion offered by Mr. Schwab, seconded by Mr. McNeilly.

Roll Call Vote:

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

Comments:

- None

Financial Reports – 2021

12:47 PM
05/20/21
Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through April 2021**

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	17,042.51			
trustee passdown	2,241,750.04			
Total Income	2,258,792.55			
Gross Profit	2,258,792.55			
Expense				
66900 · Reconciliation Discrepancies	-253.34			
Personnel Services				
B-1 · Administrative-S&W	55,027.54	165,598.00	-110,570.46	33.2%
B-14 · Operating-S&W	239,212.60	668,000.00	-428,787.40	35.8%
Total Personnel Services	294,240.14	833,598.00	-539,357.86	35.3%
Employee Benefits				
B-9 · Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 · Social Security	21,858.43	65,500.00	-43,641.57	33.4%
B-10 · Hosp				
Dental/Vision	300.00			
B-10 · Hosp - Other	53,238.43	200,000.00	-146,761.57	26.6%
Total B-10 · Hosp	53,538.43	200,000.00	-146,461.57	26.8%
B-11 · Disability Insurance	3,498.92	10,000.00	-6,501.08	35.0%
B-6 · Unemployment	4,071.41	7,000.00	-2,928.59	58.2%
Total Employee Benefits	179,310.27	387,500.00	-208,189.73	46.3%
Administration Expenses				
B-2 · Administrative-OE	5,244.70	40,000.00	-34,755.30	13.1%
Total Administration Expenses	5,244.70	40,000.00	-34,755.30	13.1%
Operations and Maintenance				
B-3 · Legal	9,757.98	35,000.00	-25,242.02	27.9%
B-4 · Audit	10,277.50	20,000.00	-9,722.50	51.4%
B-5 · Engineer				
NJPDES Permit	3,947.50			
B-5 · Engineer - Other	11,799.21	30,000.00	-18,200.79	39.3%
Total B-5 · Engineer	15,746.71	30,000.00	-14,253.29	52.5%
B-15 · Telephone	3,785.95	20,000.00	-16,214.05	18.9%
B-16 · Electric	147,320.66	482,500.00	-335,179.34	30.5%
B-17 · Propane/Fuel Oil	13,771.86	29,000.00	-15,228.14	47.5%
B-18 · Supplies/Chemicals	76,446.98	200,000.00	-123,553.02	38.2%
B-27 · Laboratory Supplies	2,963.88	12,000.00	-9,036.12	24.7%
B-13 · Office	7,324.93	30,000.00	-22,675.07	24.4%
B-31 · External Services	26,496.40	70,000.00	-43,503.60	37.9%
B-28 · Education/Training	5,526.10	20,000.00	-14,473.90	27.6%
B-25 · Laboratory Fees	1,478.05	30,000.00	-28,521.95	4.9%
B-19 · Maintenance/Repairs	41,806.33	200,000.00	-158,193.67	20.9%
B-20 · Insurance	109,640.00	110,000.00	-360.00	99.7%
B-24 · NJDEP Fees	33,955.00	25,000.00	8,955.00	135.8%
B-12 · Trustee Admin Fee	17,610.00	20,000.00	-2,390.00	88.1%
B-23 · Permit Appl/Compliance Fees	3,289.00	25,000.00	-21,711.00	13.2%
B-21 · Equipment	50,012.00	70,000.00	-19,988.00	71.4%
B-26 · Sludge Disposal	194,185.86	720,000.00	-525,804.14	27.0%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	771,405.19	2,173,500.00	-1,402,094.81	35.5%
Debt Service				
Debt Svs - Principal Payment	80,165.00			
Debt Svs - Interest Payment	71,834.92			
Debt Service - Other	0.00	723,513.00	-723,513.00	0.0%
Total Debt Service	151,999.92	723,513.00	-571,513.08	21.0%
Reserves				
B-29 · Capital Improvement	100,000.00	200,000.00	-100,000.00	50.0%
B-30 · Renewal & Replacement	100,000.00	200,000.00	-100,000.00	50.0%
Total Reserves	200,000.00	400,000.00	-200,000.00	50.0%

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05/20/21

Accrual Basis

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Misc. Income	-21,899.05			
Operating Refund	-39,362.98			
Pension Reimbursement	-10.68			
Total Expense	1,540,674.17	4,558,111.00	-3,017,436.83	33.8%
Net Ordinary Income	718,118.38	-4,558,111.00	5,276,229.38	-15.8%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	4,436.09			
Total Other Income	4,436.09			
Other Expense				
Bank Fee	185.00			
Total Other Expense	185.00			
Net Other Income	4,251.09			
Net Income	722,369.47	-4,558,111.00	5,280,480.47	-15.8%

11:02 AM
 05/20/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of April 30, 2021

	Apr 30, 21
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,143,699.86
PR 3717 · Payroll Account TD - 3717	11,045.32
CI 5030 · Capital Improvement TD - 5030	545,995.57
Es 3226 · Escrow Account TD Bank - 3226	9,892.99
RR 1360 · Renewal & Replacement TD -1360	431,621.30
Petty Cash	150.00
Total Checking/Savings	2,142,405.04
Other Current Assets	
NJIB Note Receivable	4,911,464.00
Prepaid Expenses	179.99
Total Other Current Assets	4,911,643.99
Total Current Assets	7,054,049.03
Fixed Assets	
Construction in Progress	619,814.35
Accumulated Depreciation	-38,105,732.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
Total Fixed Assets	24,501,374.80
Other Assets	
Def. Pension Outflows	521,422.00
Total Other Assets	521,422.00
TOTAL ASSETS	32,076,845.83
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-42,918.93
Total Accounts Payable	-42,918.93
Other Current Liabilities	
NJIB Note Payable	6,000,000.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-450.00
PERS - Contributions	45,084.39
PERS - Loans	59,306.99
PERS - Insurance	8,434.75
Union Dues	-665.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	64,313.26
Escrow Deposits Payable	
40 · Bank Street Crown Walk Urban Re	1,825.00
34 · Bnk Street Urban Renewal LLC	12.50
QC · QuickChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Hopatcong State Park WQMP Amend	1,292.50
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	9,893.49

11:02 AM
 05/20/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of April 30, 2021

	Apr 30, 21
Due to Municipalities	-254,218.00
Compensated Absenses Payable	49,512.72
Accrued Interest Payable	30,709.64
Accounts Payable - Pension	31,448.93
Accrued Liabilities	23,750.00
Total Other Current Liabilities	5,955,410.04
Total Current Liabilities	5,912,491.11
Long Term Liabilities	
Net Pension Liability	1,861,226.00
Loans Payable	2,784,238.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	17,000.00
Def. Pension Inflows	894,022.00
Total Def. Inflows of Resources	911,022.00
Total Long Term Liabilities	5,556,486.38
Total Liabilities	11,468,977.49
Equity	
Net Investment in Capital Asset	21,700,135.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
335 PSI · Contract 335 PSI - Pump Exchang	11,661.80
Contract 295 - Tertiary Ttmt	
295 PSS · Contract 295 TT - PS&S	138,874.51
295 IHC · Contract 295 TT - IHC	1,813,601.00
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Ttmt	1,952,579.51
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	24,778.94
300 Cop · Contract 300 Infl Scr - Coppola	1,306,129.94
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	1,332,576.88
AS · Air Sampling	-3,536.25
350 · Contract 350 - PCSIU	2,742.50
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm	1,460.92
Telecommunications Project	4,760.00
305 · Contract 305 NJIB Application	2,350.07
285 · Contract 285 - SC #1 & 2	93,801.49
270 · Contract 270 Thickeners	8,843.08
280 · Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	856,750.47
Total B-29 Capital Improvements	4,306,803.71
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
315 · Contract 315 Sludge Pumps Eval	40,015.98
B-30 Renewal and Replacement - Other	466,011.85
Total B-30 Renewal and Replacement	535,061.50
Operations	50,000.00
Total Restricted	4,971,117.21

11:02 AM
05/20/21
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of April 30, 2021

	Apr 30, 21
Unrestricted	
Designated	-107,978.00
Undesignated	714,522.10
Total Unrestricted	606,544.10
3000 · Opening Bal Equity	-5,174,491.57
32000 · Retained Earnings	-1,462,657.72
Net Income	-32,779.24
Total Equity	20,607,868.34
TOTAL LIABILITIES & EQUITY	32,076,845.83

The **Pending Vouchers** through May 20, 2021 were approved for payment on a motion offered by Mr. Schwab, seconded by Mr. Romano and the affirmative roll call vote of members present.

Roll Call Vote:

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

Comments:

- Mr. Schwab noted that everything looked good and that any revisions have been handled, he is pleased with the way the system is running.

PENDING VOUCHERS

Musconetcong Sewerage Authority Through April 30, 2021

<u>OPERATING:</u>				
Allen, Scott	NJMVC Driver Abstract	B-28 · Education/Training		15.75
Allied Oil LLC	Invoice 15892844, 15892834, 158928	B-17 · Propane/Fuel Oil		1,764.65
American Wear	Uniform Service 04.27.21-05.18.21	B-31 · External Services		739.61
AmeriGas Propane	Invoice 3121821790 - Propane Delive	B-17 · Propane/Fuel Oil		1,329.54
Applied Analytics	Invoice A21-24019	B-19 · Maintenance/Repairs		5,325.24
Aqua Pro-Tech Laboratories	Invoice 1040001M - Effluent/Influent	B-25 · Laboratory Fees		607.70
Barbato, Nicholas	Safety Boots & Dental Reimbursemer	-SPLIT-		164.57
Bio Triad Environmental, Inc.	Invoice 7852 - VaporDOX Elite Indest	B-18 · Supplies/Chemicals		15,960.00
Blue Diamond Disposal, Inc.	Invoice 592003 - Monthly Trash Servi	B-31 · External Services		312.37
Business Machine Technologies	Invoice 2361913 & 2361912	B-31 · External Services		647.00
Business Machine Technologies	Invoice 4106 18 Port Cisco Switch	B-13 · Office		636.26
Cable Solutions	Invoice 20210505-01 Run Lines & Ins	B-31 · External Services		2,225.00
Cintas First Aid & Safety	Invoice 5059751314 First Aid Supplie	B-31 · External Services		86.36
City Fire Equipment Company	Invoice 198687 - 2021 Annual Mainte	B-31 · External Services		142.50
Classic Bagel & Deli	Invoice 678877	B-28 Education/Training		37.84
Cleary Giacobbe Alfieri Jacobs	Invoice 93543 - April 2021	B-3 · Legal		157.50
E&G Exterminators Inc.	Invoice 532257 - Quarterly Service (rc	B-31 · External Services		230.00
EcoMaids	Invoice 7929 & 7933	B-31 · External Services		2,820.00
ERA	Invoice 962926	B-25 · Laboratory Fees		478.80
Grainger	Invoice 9859547664	B-19 · Maintenance/Repairs		235.30
Grainger	Invoice 9866311955	B-19 · Maintenance/Repairs		227.12
Grainger	Invoice 9875229438	B-19 · Maintenance/Repairs		57.38
JCP&L	Invoice # 95009105915 - 03.28.21-04	B-16 · Electric		7,503.59
JCP&L	Invoice # 95009063392 - Pump Statio	B-16 · Electric		56.15
Keith DeFazio	NJMVC Driver Abstract & Dental Rein	B-28 · Education/Training, B-1		315.75
Lawson Products	Invoice 9308390919	B-19 · Maintenance/Repairs		130.69
Lowe's Companies, Inc.	Account # 99002310680 - April 2021	B-19 · Maintenance/Repairs		720.77
Main Pool & Chemical Compar	Invoice 2187871	B-18 · Supplies/Chemicals		4,395.00
Maryland Biochemical Co., Inc.	Invoice 4PP1130	B-18 · Supplies/Chemicals		4,530.59
Maryland Biochemical Co., Inc.	Invoice 4PP1098	B-18 · Supplies/Chemicals		2,902.27
Netcong Hardware Co.	Invoice B182490	B-18 · Supplies/Chemicals		2.06
Netcong Hardware Co.	Invoice A276205	B-19 · Maintenance/Repairs		8.26
Netcong Hardware Co.	Invoice A275579	B-19 · Maintenance/Repairs		34.17
NJ American Water Co.	Account # 1018-210023733698- 04.0	B-31 · External Services		714.64
NJ American Water Co.	Account # 1018-210023733698 - 03.C	B-31 · External Services		588.85
Nusbaum, Stein,Goldstein,Bror	Invoice 488	B-3 · Legal		1,651.33
Office Concepts Group	Invoice # 996236-1 & 1001946-4	B-13 · Office		104.32
Passaic Valley Sewerage Com	Invoice 518987 - Liquid Waste Accept	B-26 · Sludge Disposal		39,625.00
PS&S	Invoice 145634	B-5 Engineer		11,020.00
Shane Quinn	NJMVC Driver Abstract	B-28 Education/Training		15.75
Rapid Pump & Meter Service	Invoice RSRI62209 1 VFD, Inspector	B-19 · Maintenance/Repairs		12,165.50
Rapid Pump & Meter Service	Invoice RSRI62112	B-21 · Equipment		5,385.00
Rapid Pump & Meter Service	Invoice RSRI62155 & RSRI62156	B-31 · External Services, B-19		5,205.00
Ring Central	Invoice # INV2048143	B-15 · Telephone		1,736.62
Russell Reid	Sludge Hauling Fees 04.01.21-04.30.	B-26 · Sludge Disposal		29,322.50
SEM/BDS Stroudsburg Electric	Invoice 6163363	B-19 · Maintenance/Repairs		121.86
Smart Water Inc.	Invoice 40871	B-31 · External Services		600.00
USA Bluebook	Invoice 585443 & 585588	B-18 · Maintenance/Repairs		246.28
USA Bluebook	Invoice 571321	B-18 · Supplies/Chemicals		275.43
USA Bluebook	Invoice 547219	B-18 · Supplies/Chemicals		151.80
USALCO	Invoice 20192448	B-18 · Supplies/Chemicals		6,856.47

	USALCO	Invoice 20190438	B-18 · Supplies/Chemicals	6,698.16
	Wielkotz & Company LLC	Progress Billing - 2020 Audit	B-4 · Audit	<u>10,000.00</u>
			TOTAL:	187,284.30
<u>CAPITAL:</u>	Coppola Services, Inc.	Contract 300 - Pay Application #3	300 Cop - Contract 300	98,784.00
	Iron Hills Construction, Inc.	Contract 295 - Pay Application # 8	295 IHC · Contract 295 TT - IH	178,850.00
	PS&S	Invoice 145633 - Contract 350	Contract 350	493.75
	PS&S	Invoice 145637 - Contract 300	Contract 300	21,987.50
	PS&S	invoice 145636	Contract 295	20,526.47
	PS&S	Invoice 145635	Air Sampling	6,143.51
	Pumping Services	Invoice 1122816 - Pump Exchange	Contract 335	<u>11,661.80</u>
			TOTAL:	338,447.03
<u>PAYROLL:</u>	MSA Payroll	04.30.2021	B-1, B-14	33,199.38
	MSA Payroll	05.14.2021	B-1, B-14	<u>29,793.18</u>
			TOTAL:	62,992.56
<u>ONLINE & MANUAL CKS:</u>	NJDEP	Invoice 210286280 -Surface Water Ac	B-24 NJDEP Fees	15,836.00
	NJ Division of Pensions & Benefits	Reference # 11991292 - Annual Empl	B-9 Pension	93,539.00
	NJ Division of Pensions & Benefits	Reference # 11991663 - April 2021 E	B-9 Pension	4,458.94
	Quadient	Conf # NEOERP000314560 - Meter F	B-13 Office	75.00
	Quadient	Order # O-00652748 - Ink Ribbon	B-13 Office	136.80
	VALIC	Confirmation # 185985	Accrued Payroll Liability: VALI	600.00
	First Energy	Confirmation # 78759219 - MSA Plan	B-18 Electric	6,287.73
	NJSHB	Reference # 12441763	B-10 Hospitalization	14,488.02
	Altice/Optimum	Payment ID #: 782825921	B-16 Telephone/Internet	291.39
	Quadient	Conf # BH3744061007 - Postage	B-13 Office	<u>81.19</u>
			TOTAL:	135,794.07
<u>ESCROW:</u>			TOTAL:	0.00
<u>RENEWAL & REPLACEMENT:</u>			TOTAL:	0.00

The following correspondence for the month of April, 2021 was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar.

All in Favor Vote:

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

- **Correspondence:**

- A. Infrastructure Bill
 - B. Stanhope Sewer Capacity Allocation Reservation Agreement for 4300 gallons a day
 - C. Mott MacDonald: Treatment Works Approval Application No 20-0107, Borough of Hopatcong – Hudson Avenue Sewer Extension
 - D. Gallonage Transfer from Borough of Stanhope to Township of Byram
 - E. J.A. Montgomery Consulting: Loss Control Report, NJUAJIF Survey
 - F. Kennedy Jenks: Freshwater Wetlands General Permit 4 Application
 - G. State of NJ, DEP: Laboratory Certification Number 14363, On Site Audit Announcement
 - H. *DuBois & Associates: Adler Roxbury Warehouse EPA Grant Waiver 271 Kings Highway - Block 9501, Lot 1
-

Comments:

- *Recording not audible, multiple people speaking.*
- Mr. Schwab noted the Correspondence E: J.A. Montgomery offered accolades to Mr. Schilling. Mr. Schilling offered credit to the Board for the continuous Capital Investments. Mr. Schilling advised he took them to the new tertiary & headworks Projects, also to the Plant 3 microstrainers, Mr. Schilling stated that the investments are definitely showing.
- Mrs. Michetti commented on the Correspondence H: DuBois & Associates: Adler Roxbury Warehouse EPA Grant Waiver, was the wastewater management plan approved because typically the EPA waiver is part of the TWA permit, she doesn't recall seeing an approval, is it too early to do so?
 - Mr. Wancho, PE advised that he does not know the answer however it has been done both ways. They are not building on the environmentally sensitive area, it is a condition in an old grant, that they need a wastewater management plan amendment, the TWA will handle that but that it won't hurt anything.
 - Mrs. Michetti stated that they did have a waiver in 2012 which was around the time the wastewater management plan was being amended. They attempted to obtain a waiver for pre-existing development.
 - Mr. Wancho, PE advised that they won't get anywhere with the TWA, if the wastewater management plan is not consistent; going for this waiver is administrative and separate from the WMP/TWA process.
 - Mr. Pucilowski ... *inaudible* ... asked if that should be included in the resolution.
 - Mr. Wancho, PE advised that the resolution doesn't address the wastewater management plan it only addresses the ability of the Chairman or Vice Chairman to sign the USEPA Waiver letter. ... Mr. Schilling stated that we do this on many projects and that is our only role.
 - Mr. Pucilowski ... *inaudible* ... is this something we are concerned about doing?
 - Mrs. Michetti asked if this is a concern? ... *inaudible* ... *multiple people speaking* ... one way or another the property developed this is just another step they need to meet that they have to acknowledge the wastewater management plan has not yet been amended, she hasn't seen anything come through and that she hasn't had the chance to start digging through the files.
 - Mr. Pucilowski asked if the cover letter had to be sent to the EPA. Mr. Wancho, PE advised that there is documentation that has to go to the EPA. Mr. Schilling advised that this project has been around for many years and they finally got the go ahead, they already sent a check and sent the files to PS&S for review and we thought it was more or less a formality. Mr. Wancho, PE advised that he can get on DEP database and check the WMP information, he advised that we can also hold the letter for the EPA until he does his research. Mrs. Michetti advised she can also look on the county website.

Monthly Reports:

The Director's Report, and Maintenance and Repairs Report, for the month of May, 2021 and Flow Data for April, 2021 was accepted on a motion offered by Mr. Cangiano and seconded by Mr. Schindelar.

Roll Call Vote:

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

Comments:

- Mr. Schwab asked about the Wet Well Wizards. Mr. Schilling advised that this is for PS# 1 & 6. Mr. Schwab noted that the maintenance report states that the Wet Well Wizard was removed from PS#1 for grease control. Mr. Schilling advised that back in 2020 we had the device on PS# 4 – vendor agreed not to take his loaner back so it was moved from PS # 4 to 1 however now he has other customers looking to demo his product and had to take it back.
- Mr. Schilling advised that Sussex County Health Department called the MSA on 05.25.2021, conversation went well, inspector was responding to some odor complaints to which he responded to & found no odors. Mr. Schilling discussed the other projects going on and invited him to the facility for a tour the same way DEP has done, also shared our prospective on the environmental odors. Inspector advised that he would share the information with his supervisor so they can properly handle future complaints. Mr. Schilling feels it was a positive conversation.
- Mr. Schilling stated that at the Engineering Committee Meeting it was discussed possibly installing a sensor at the fence line where the alleged odor complaints are originating from, PS&S has located from instrumentation that is very affordable, he plans to share this information at the June 2021 meeting and also consult with the Finance Committee.
- Mr. Schilling also advised that future Sludge Hauling bids will include specific hours for hauling which will be prior to 7:00am to not disrupt our neighbors. He also advised he is working on odor control canisters that the trucks can connect to; he already has some designs on hand that will be presented.
- Mr. Schilling stated he hopes that we are able to approve the aerators PS# 1&6, we are able to procure an aerator for PS #6 and be within the bid threshold, we would go out to bid for PS#1 aerator.
- Musconetcong Watershed Association dropped off a Thank You note for the MSA's continued support also complimented the MSA on what that they are doing.
- Mr. Pucilowski requested Mr. Schilling go over the RAS pumps discussed with the Engineering Committee. Mr. Schilling advised that funding was taken the original projects for the Headworks & Tertiary Treatment projects, rotary load pumps were tremendous amount of money to maintain, we agreed to replace these with centrifugal force pumps which are now dated. There 6 return activated sludge pumps that are critical to the treatment plant that will need to be addressed. PS&S is verifying that this cost should be able to be add the cost to the original procurement, we are waiting on the State of NJ to confirm this, approximately \$125,000 for cost. Mr. Schilling will ensure that the Engineering Committee and Finance Committee will communicate more efficiently. Mr. Schwab asked if these will all be installed at once, Mr. Schilling advised that they are critical, there are 6 pumps in total 4 of the 6 run 24/7, the pumps are from 1992-1995 – he does recommend replacing all at the same time. Mr. Schwab asked if there would be any piping, Mr. Schilling advised that there will likely be pipe modifications.

The Engineer's Report for the month of May, 2021 was accepted on a motion offered by Mr. Romano, seconded by Mr. McNeilly.

All in Favor Vote:

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

Comments:

- Mr. Pucilowski asked Mr. Wancho, PE to discuss the change order for Project 300. Mr. Wancho, PE advised that there is a need for additional engineering funds, there is money in the loan without having to request additional funds.

New Business:

Resolution No. 21-22 was offered on a motion by Mr. Pucilowski seconded by Mr. McNeilly and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- Mr. Schilling advised that a sympathy arrangement was sent to the family on behalf of the MSA

Resolution No. 21-23 was offered on a motion by Mr. Schwab seconded by Mr. Romano and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- None

Resolution No. 21-24 was offered on a motion by Mr. Cangiano seconded by Mr. Schwab and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- None

Resolution No. 21-25 was offered on a motion as amended by Mr. McNeilly seconded, by Mr. Cangiano and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- Mr. Schindelar confirmed the position we will be hiring for. Mr. Pucilowski advised that we will be moving up an employee from within the MSA from Operator to Mechanic, Mr. Sylvester added that we would be hiring an Operator Trainee at the contracted hourly rate of \$17.43. The resolution needed to be revised to reflect the correct position being hired for. Mr. Schilling advised that there is a 6-month probationary period, Mr. Sylvester advised that we should know at a 6-month mark if someone is going to work or not. Mrs. Michetti confirmed the position being hired for, Mr. Schilling again confirmed the internal move of an existing employee and we will be hiring for the position of Operator Trainee. The resolution was passed on the basis of being amended to reflect the position of Operator Trainee.

Resolution No. 21-26 was offered on a motion by Mr. Pucilowski seconded, by Mr. Schwab and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- Mr. Wancho advised this resolution is related to Contract 295, they are requesting to consolidate the remaining unused budget for unused unit price & allowance work and combining to one allowance item in the event anything comes up in the field in order to prevent the request of a change order. Mr. Schilling advised that there is no change to overall value.

Resolution No. 21-27 was offered on a motion by Mr. Romano seconded by Mrs. Michetti and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

-

New Business:

- No other comments

Old Business:

Resolution No. 21-20 was offered on a motion as amended by Mr. Pucilowski seconded by Mr. Schwab and the affirmative roll call vote of members present.

Roll Call Vote:

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

*See attached resolution

Comments:

- Mr. Schilling advised this Resolution would have to be amended, the request is to procure one aerator for PS #6 from the operating budget approximately \$10,500.00 and for PS #1 go out to bid separately because we would be over the bid threshold. Resolution was based as amended.
- Mr. Sylvester asked if we needed a separate resolution for Mr. Schilling to purchase the one aerator, it was advised no because it is out of the operating budget.
- *Inaudible audio ... multiple conversations ...*

Closed Session:

Entered Closed Session on a motion made by Mr. McNeilly, seconded by Mr. Schindelar at 08:15pm by an All in Favor Vote of members present.

All in Favor Vote:

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

Open Session:

Entered Closed Session on a motion made by Mr. Romano, seconded by Mr. Pucilowski at 08:24pm by an All in Favor Vote of members present.

All in Favor Vote:

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

Adjournment:

Motion made by Mr. Schindelar, seconded by Mr. McNeilly and the All in Favor Vote of members present, Chairman Sylvester adjourned the meeting at 08:24pm.

All in Favor Vote:

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

Respectfully Submitted:
Jilliam Martucci - Administrative Assistant

RESOLUTION NO. 21-22

RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY
REGARDING THE RETIREMENT OF PATRICK BIASI

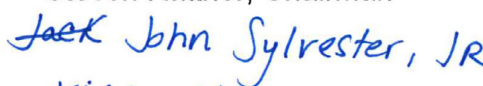
WHEREAS, the Musconetcong Sewerage Authority ("MSA") has received notice that Patrick Biasi filed for retirement benefits effective May 1, 2021;

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

- 1) The MSA hereby acknowledges receipt of notice that Patrick Biasi has filed for retirement benefits; and
- 2) Patrick Biasi shall be deemed retired from his position as Maintenance Mechanic with the Musconetcong Sewerage Authority as of May 1, 2021; and
- 3) The MSA Director is hereby directed to immediately coordinate as needed with the State of New Jersey, Division of Pensions and Benefits for the retirement of Patrick Biasi.

MUSCONETCONG SEWERAGE AUTHORITY

by: 
Steven Rattner, Chairman


vice chairman

ATTEST:


Joseph Schwab, Secretary-Treasurer

Adopted: May 26, 2021

RESOLUTION 21-23
Musconetcong Sewerage Authority

**AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY
COOPERATIVE PRICING COUNCIL TO RENEW MEMBERSHIP THEREIN FOR THE
PERIOD FROM OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2021**

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Musconetcong Sewerage Authority (“MSA”) desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to **renew** its membership in the MCCPC for the period of October 1, 2021 through September 30, 2026.

BE IT RESOLVED, by the Musconetcong Sewerage Authority, County of Morris, State of New Jersey as follows:

1. The Commissioners of the MSA hereby authorize the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2016, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for **renewal** of membership in the MCCPC for a five (5) year period from October 1, 2021, through September 30, 2026.
2. The MSA Administrative Assistant is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.

3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate MSA officials are authorized and directed to perform all required acts to effect the purpose of this Resolution.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman
John Sylvester, Jr
vice chairman

Dated: May 27, 2021

CERTIFICATION

I, Joseph Schwab, Secretary-Treasurer of the Musconetcong Sewerage Authority, hereby certify the foregoing to be a true copy of a Resolution adopted by the Musconetcong Sewerage Authority at a duly convened meeting held on May 27, 2021.



JOSEPH SCHWAB, Secretary-Treasurer

RESOLUTION NO. 21-24

Resolution of the Musconetcong Sewerage Authority ("MSA")
Awarding a Contract for Additional Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with Contract 300 for an Influent
Screening Facility and Related New Jersey I-Bank Funding

WHEREAS, following a public bidding process MSA awarded Contract 300 for construction of an Influent Screening Facility ("ISF"); and

WHEREAS, by Resolution No. 18-44 MSA awarded a contract to Paulus, Sokolowski & Sartor, LLC ("PS&S") for engineering services in connection with Contract 300 including submitting an application to the New Jersey I-Bank for financing; and

WHEREAS, the MSA rejected the original bids received for Contract 300 and re-bid the project; and

WHEREAS, PS&S provided additional services in connection with the re-bid process as authorized by Resolution No. 20-22; and

WHEREAS, PS&S now seeks payment for additional unanticipated services as described in the attached Proposal dated May 14, 2021 (the "Proposal") and the reasons set forth therein; and

WHEREAS, the Musconetcong Sewerage Authority has need for continued consulting engineering services in connection with this project and has benefitted from the services of PS&S; and;

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

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract amendment is hereby awarded to

PS&S to provide the within engineering services in connection with Contract 300 and related I-Bank loan application as set forth in the Proposal dated May 14, 2021 in an amount not to exceed \$57,900.00; and be it

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

FURTHER RESOLVED that the Treasurer has confirmed funds for such work is available in the Budget for 2021 (Budget line B-29 Capital); and it is anticipated will be included in I-Bank funding for the project; and be it

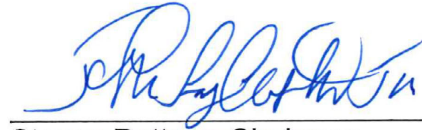
FURTHER RESOLVED, that the Musconetcong Sewerage Authority publish a legal advertisement in the official newspaper of publication of the Authority advising of the award as required by N.J.S.A. 40A:11-5.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



~~Steven Rattner, Chairman~~

John Sylvester JR

Vice Chairman

DATED: May 27, 2021

RESOLUTION NO. 21-25

**RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY
AUTHORIZING THE DIRECTOR TO HIRE AN OPERATOR TRAINEE FOR A
VACANT POSITION AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the Musconetcong Sewerage Authority (“MSA”) has received notice that an employee has filed for retirement benefits effective May 1, 2021;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority (“MSA”):

- 1) The MSA Director is hereby authorized to seek and hire a qualified candidate for the position of Operator Trainee at the wastewater treatment facility.

MUSCONETCONG SEWERAGE AUTHORITY

by: 
Steven Rattner, Chairman

ATTEST:


Joseph Schwab, Secretary-Treasurer

Adopted: May 26, 2021

RESOLUTION NO. 21-26

Resolution of the Musconetcong Sewerage Authority ("MSA")
Awarding a Change Order for Contract 295
Tertiary Treatment Replacement Project

WHEREAS, by Resolution No. 20-29 adopted on June 25, 2020 MSA awarded Contract 295 to Iron Hills Construction Co. for construction of a Tertiary Treatment Replacement Project; and

WHEREAS, during construction field conditions were discovered which have altered the cost of certain aspects of construction; and

WHEREAS, in order to pay for these costs the MSA desires to reallocate funds within the budget for this project; and

WHEREAS there are budget line items which the MSA now knows have more than enough funds and the overage can be used for this transfer; and

WHEREAS, the reallocation will not change the overall budget cost for Contract 295;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Musconetcong Sewerage Authority that a contract amendment is hereby granted to reallocate funds within Contract 295 as follows:

FROM:		TO:
295-1H	\$20,000	295-1G
295-1D	\$ 5,000	295-1G
295-1F	\$ 7,500	295-1G; and be it

FURTHER RESOLVED that these transfers shall be as described in the Contract Modification Proposal and Acceptance dated May 17, 2021 attached hereto; and be it

FURTHER RESOLVED, that the within transfers shall not increase the total budget for Contract 295 beyond its initial award of \$3,119,500.00; and it is

FURTHER RESOLVED, that the Director and consulting engineer PS&S are hereby authorized to take steps to effectuate the within transfers and coordinate same with the New Jersey I-Bank which is providing funding for this project.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

DATED: May 27, 2021

RESOLUTION NO. 21-27

Resolution of the Musconetcong Sewerage Authority
Authorizing a Letter to the United States Environmental
Protection Agency Requesting a Grant Condition Waiver in
Connection with an Application by DuBois and Associates, LLC
on behalf of Adler Roxbury Warehouse, Block 9501, Lot 1,
Township of Roxbury, Morris County, New Jersey

WHEREAS, the Musconetcong Sewerage Authority has received a request by DuBois and Associates, LLC on behalf of Adler Roxbury Warehouse in connection with a waiver mapping revision from the special grant condition placed on the Musconetcong Sewerage Authority for development in environmentally sensitive areas; and

WHEREAS, the waiver is for a project known as Adler Roxbury Warehouse, Block 9501, Lot 1, Township of Roxbury, Morris County, NJ and the request is for the submission of a letter to the United States Environmental Protection Agency ("EPA") requesting a waiver from a condition in the EPA Construction Grant #C-34-384-03 regarding development in an environmentally sensitive area;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Authority shall forward to the EPA a request for a grant condition waiver for the Adler Roxbury Warehouse project as set forth in the letter request from DuBois and Associates, LLC dated May 21, 2021 with enclosures; and be it

FURTHER RESOLVED, that the Chairman or Vice-Chairman of the Musconetcong Sewerage Authority is hereby authorized to sign the attached letter to

the EPA in support of the application by DuBois and Associates, LLC to the EPA for a grant condition waiver.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman


John Sylvester Jr
vice Chairman

Dated: May 27, 2021

RESOLUTION NO. 21-20

RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT TO PREPARE A PROCUREMENT BID PACKAGE FOR THE SOLICITATION OF BIDS FOR THE PURCHASE OF AN AERATION SYSTEM FOR PUMP STATION NO. 1

WHEREAS, the Musconetcong Sewerage Authority has a need to acquire a Wet Well Wizard Aeration System for Pump Station No. 1; and

WHEREAS, in accordance with the Local Public Contract Law a public procurement bid package is required; and

WHEREAS, the Qualified Purchasing Agent and the Executive Director have determined that the value of the proposed purchase and similar equipment for calendar 2021 will exceed the public bid threshold of \$44,000; and

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the Musconetcong Sewerage Authority authorizes the Authority's Qualified Purchasing Agent to prepare a procurement bid package to obtain bids for the purchase of two (2) Wet Well Aeration Stations equipment.

Musconetcong Sewerage Authority

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner

Dated: April 22, 2021