

# MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting  
June 24, 2021

## 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, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: James Benson, Andrew Cangiano, Brian McNeilly, Melanie Michetti

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

Date/Time Call to Order: Thursday June 24, 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	Absent	Present	Absent	Absent	Present	Present	Present	Present	Present	Present	Present
Regular Meeting Minutes: April 22, 2021 ROLL CALL	Absent	Absent	Abstain	Absent	Absent	Yes	Yes	Yes	Abstain	Second Yes	Motion Yes	Yes
Regular Meeting Minutes: May 27, 2021 ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Abstain	Motion Yes	Second Yes	Yes	Abstain	Yes
2020 Budget vs Actual ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
December 31, 2020 Balance Sheet ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
2021 Budget vs Actual ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
May 31, 2021 Balance Sheet ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
Pending Vouchers; June 17, 2021 ROLL CALL	Absent	Absent	Yes	Absent	Absent	Yes	Yes	Motion Yes	Yes	Second Yes	Yes	Yes
Correspondence All IN FAVOR	Absent	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Second Aye	Aye	Aye	Motion Aye
Directors Report, Maintenance & Repairs June, 2021 Flow Data - May, 2021 ROLL CALL	Absent	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye
Engineers Report- June, 2021 ALL IN FAVOR	Absent	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Second Aye	Aye	Motion Aye	Aye
New Business:												
Resolution # 21-29 ROLL CALL	Absent	Absent	Yes	Absent	Absent	Motion Yes	Yes	Yes	Yes	Second Yes	Yes	Yes
Old Business:												
Closed Session: 08:17 pm ALL IN FAVOR	Absent	Absent	Aye	Absent	Absent	Aye	Motion Aye	Aye	Second Aye	Aye	Aye	Aye
Open Session: 08:19 pm ALL IN FAVOR	Absent	Absent	Aye	Absent	Absent	Aye	Aye	Second Aye	Aye	Motion Aye	Aye	Aye
Adjournment: 08:21 pm ALL IN FAVOR	Absent	Absent	Aye	Absent	Absent	Aye	Second Aye	Motion Aye	Aye	Aye	Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of April 22, 2021 accepted on a motion offered by Mr. Still, seconded by Mr. Schwab

Roll Call Vote:

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

Comments:

- None

The "Regular" meeting minutes of May 27, 2021 accepted on a motion offered by Mr. Romano, seconded by Mr. Schindelar

Roll Call Vote:

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

- None

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

Roll Call Vote:

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

Comments:

- Chairman Rattner questioned the Permit Fees being over budget at 135%.
  - Mr. Schilling advised that we are done with Permit fees & renewals for this year.
  - Mr. Schilling advised he will look into this further and respond in an email.
  - Mr. Schwab stated that we would be \$9000.00 over \$25,000.00 budget.

**Financial Report – 2020**

10:22 AM

06/15/21

Accrual Basis

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Net Position Utilized	0.00	107,978.00	-107,978.00	0.0%
Interest	15,031.75			
trustee passdown	4,461,401.96	4,427,402.00	33,999.96	100.8%
<b>Total Income</b>	4,476,433.71	4,535,380.00	-58,946.29	98.7%
<b>Gross Profit</b>	4,476,433.71	4,535,380.00	-58,946.29	98.7%
<b>Expense</b>				
<b>Personnel Services</b>				
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%
<b>Total Personnel Services</b>	808,501.37	833,458.00	-24,956.63	97.0%
<b>Employee Benefits</b>				
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			
<b>Total B-10 · Hosp</b>	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%
<b>Total Employee Benefits</b>	312,276.63	384,500.00	-72,223.37	81.2%
<b>Administration Expenses</b>				
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%
<b>Total Administration Expenses</b>	33,826.59	40,000.00	-6,173.41	84.6%
<b>Operations and Maintenance</b>				
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%
<b>Total B-5 · Engineer</b>	31,632.40	30,000.00	1,632.40	105.4%
B-15 · Telephone	19,674.06	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%
<b>Total Operations and Maintenance</b>	1,922,781.64	2,165,500.09	-242,718.45	88.8%
<b>Debt Service</b>				
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%
<b>Total Debt Service</b>	696,733.82	713,922.00	-17,188.18	97.6%
<b>Reserves</b>				
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	<u>302,313.66</u>	<u>-2,000.09</u>	<u>304,313.75</u>	<u>-15,115.0%</u>

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
 As of December 31, 2020

	Dec 31, 20
<b>ASSETS</b>	
<b>Current Assets</b>	
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
<b>Total Checking/Savings</b>	<b>2,555,228.88</b>
<b>Other Current Assets</b>	
NJIB Note Receivable	6,000,000.00
Prepaid Expenses	179.99
<b>Total Other Current Assets</b>	<b>6,000,179.99</b>
<b>Total Current Assets</b>	<b>8,555,408.87</b>
<b>Fixed Assets</b>	
Construction in Progress	619,814.35
Accumulated Depreciation	-38,105,732.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
<b>Total Fixed Assets</b>	<b>24,501,374.80</b>
<b>Other Assets</b>	
Def. Pension Outflows	521,422.00
<b>Total Other Assets</b>	<b>521,422.00</b>
<b>TOTAL ASSETS</b>	<b>33,578,205.67</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 · Accounts Payable	395,352.68
<b>Total Accounts Payable</b>	<b>395,352.68</b>
<b>Other Current Liabilities</b>	
NJIB Note Payable	6,000,000.00
<b>Accrued Payroll Liabilities</b>	
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
<b>Total Accrued Payroll Liabilities</b>	<b>32,557.75</b>
<b>Escrow Deposits Payable</b>	
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
<b>Total Escrow Deposits Payable</b>	<b>9,893.49</b>

**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
<b>Total Other Current Liabilities</b>	<b>5,946,045.24</b>
<b>Total Current Liabilities</b>	<b>6,341,397.92</b>
<b>Long Term Liabilities</b>	
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
<b>Total Def. Inflows of Resources</b>	<b>911,022.00</b>
<b>Total Long Term Liabilities</b>	<b>5,556,486.38</b>
<b>Total Liabilities</b>	<b>11,897,884.30</b>
<b>Equity</b>	
Net Investment in Capital Asset Restricted	21,700,135.56
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
<b>B-29 Capital Improvements</b>	
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
<b>Total Contract 295 - Tertiary Ttmt</b>	<b>2,767,505.69</b>
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
<b>Total Contract 300 Influent Screening</b>	<b>1,695,897.45</b>
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
<b>Total B-29 Capital Improvements</b>	<b>5,334,815.70</b>
<b>B-30 Renewal and Replacement</b>	
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
<b>Total B-30 Renewal and Replacement</b>	<b>535,061.50</b>
<b>Operations</b>	<b>50,000.00</b>
<b>Total Restricted</b>	<b>5,999,129.20</b>

10:08 AM  
06/15/21  
Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
As of December 31, 2020

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

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

Comments:

- None

**Financial Reports – 2021**

11:15 AM  
06/16/21  
Accrual Basis

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

	Jan - May 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
Interest	17,042.51			
trustee passdown	2,241,750.04			
<b>Total Income</b>	<b>2,258,792.55</b>			
<b>Gross Profit</b>	<b>2,258,792.55</b>			
<b>Expense</b>				
66900 · Reconciliation Discrepancies	-276.54			
<b>Personnel Services</b>				
B-1 · Administrative-S&W	66,735.96	165,588.00	-98,862.04	40.3%
B-14 · Operating-S&W	282,056.88	668,000.00	-385,943.12	42.2%
<b>Total Personnel Services</b>	<b>348,792.84</b>	<b>833,588.00</b>	<b>-484,805.16</b>	<b>41.8%</b>
<b>Employee Benefits</b>				
B-9 · Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 · Social Security	25,927.27	65,500.00	-39,572.73	39.6%
B-10 · Hosp				
Dental/Vision	300.00			
B-10 · Hosp - Other	66,091.95	200,000.00	-133,908.05	33.0%
<b>Total B-10 · Hosp</b>	<b>66,391.95</b>	<b>200,000.00</b>	<b>-133,608.05</b>	<b>33.2%</b>
B-11 · Disability Insurance	3,498.92	10,000.00	-6,501.08	35.0%
B-6 · Unemployment	4,595.83	7,000.00	-2,404.17	65.7%
<b>Total Employee Benefits</b>	<b>196,757.05</b>	<b>387,500.00</b>	<b>-190,742.95</b>	<b>50.8%</b>
<b>Administration Expenses</b>				
B-2 · Administrative-OE	5,244.70	40,000.00	-34,755.30	13.1%
<b>Total Administration Expenses</b>	<b>5,244.70</b>	<b>40,000.00</b>	<b>-34,755.30</b>	<b>13.1%</b>
<b>Operations and Maintenance</b>				
B-3 · Legal	11,566.81	35,000.00	-23,433.19	33.0%
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	22,819.21	30,000.00	-7,180.79	76.1%
<b>Total B-5 · Engineer</b>	<b>26,766.71</b>	<b>30,000.00</b>	<b>-3,233.29</b>	<b>89.2%</b>
B-15 · Telephone	6,207.84	20,000.00	-13,792.16	31.0%
B-16 · Electric	181,111.98	482,500.00	-321,388.02	33.4%
B-17 · Propane/Fuel Oil	17,183.88	29,000.00	-11,816.12	59.3%
B-18 · Supplies/Chemicals	95,529.39	200,000.00	-104,470.61	47.8%
B-27 · Laboratory Supplies	2,953.88	12,000.00	-9,036.12	24.7%
B-13 · Office	9,483.11	30,000.00	-20,516.89	31.6%
B-31 · External Services	39,189.49	70,000.00	-30,810.51	56.0%
B-28 · Education/Training	5,563.94	20,000.00	-14,436.06	27.8%
B-25 · Laboratory Fees	2,564.55	30,000.00	-27,435.45	8.5%
B-19 · Maintenance/Repairs	61,481.64	200,000.00	-138,518.36	30.7%
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	26,989.00	25,000.00	1,989.00	108.0%
B-21 · Equipment	50,012.00	70,000.00	-19,988.00	71.4%
B-26 · Sludge Disposal	263,143.36	720,000.00	-456,856.64	36.5%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
<b>Total Operations and Maintenance</b>	<b>951,240.08</b>	<b>2,173,500.00</b>	<b>-1,222,259.92</b>	<b>43.8%</b>
<b>Debt Service</b>				
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%
<b>Total Debt Service</b>	<b>151,999.92</b>	<b>723,513.00</b>	<b>-571,513.08</b>	<b>21.0%</b>
<b>Reserves</b>				
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%
<b>Total Reserves</b>	<b>200,000.00</b>	<b>400,000.00</b>	<b>-200,000.00</b>	<b>50.0%</b>



11:15 AM  
 06/16/21  
 Accrual Basis

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

	Jan - May 21	Budget	\$ Over Budget	% of Budget
Misc. Income	-21,899.05			
Operating Refund	-39,362.98			
Pension Reimbursement	-10.68			
<b>Total Expense</b>	<b>1,792,485.34</b>	<b>4,558,111.00</b>	<b>-2,765,625.66</b>	<b>39.3%</b>
<b>Net Ordinary Income</b>	<b>466,307.21</b>	<b>-4,558,111.00</b>	<b>5,024,418.21</b>	<b>-10.2%</b>
<b>Other Income/Expense</b>				
Other Income				
Short Term Disability Reimburse	4,436.09			
<b>Total Other Income</b>	<b>4,436.09</b>			
Other Expense				
Bank Fee	185.00			
<b>Total Other Expense</b>	<b>185.00</b>			
<b>Net Other Income</b>	<b>4,251.09</b>			
<b>Net Income</b>	<b>470,558.30</b>	<b>-4,558,111.00</b>	<b>5,028,669.30</b>	<b>-10.3%</b>

11:15 AM  
 06/16/21  
 Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
 As of May 31, 2021

	May 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,540,309.14
PR 3717 · Payroll Account TD - 3717	11,458.92
CI 5030 · Capital Improvement TD - 5030	972,294.54
Es 3226 · Escrow Account TD Bank - 3226	11,392.99
RR 1360 · Renewal & Replacement TD -1360	431,621.30
Petty Cash	150.00
<b>Total Checking/Savings</b>	2,967,226.89
<b>Other Current Assets</b>	
NJIB Note Receivable	4,146,718.00
Prepaid Expenses	179.99
<b>Total Other Current Assets</b>	4,146,897.99
<b>Total Current Assets</b>	7,114,124.88
<b>Fixed Assets</b>	
Construction in Progress	619,814.35
Accumulated Depreciation	-38,105,732.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
<b>Total Fixed Assets</b>	24,501,374.80
<b>Other Assets</b>	
Def. Pension Outflows	521,422.00
<b>Total Other Assets</b>	521,422.00
<b>TOTAL ASSETS</b>	32,136,921.68
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 · Accounts Payable	-43,431.68
<b>Total Accounts Payable</b>	-43,431.68
<b>Other Current Liabilities</b>	
NJIB Note Payable	6,000,000.00
<b>Accrued Payroll Liabilities</b>	
Garnishment	302.14
VALIC	-450.00
PERS - Contributions	48,846.83
PERS - Loans	62,104.99
PERS - Insurance	8,685.57
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
<b>Total Accrued Payroll Liabilities</b>	70,773.52
<b>Escrow Deposits Payable</b>	
271 KH · 271 Kings Hwy - Adler WH	3,000.00
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
<b>Total Escrow Deposits Payable</b>	12,893.49

11:15 AM  
 06/16/21  
 Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
 As of May 31, 2021

	May 31, 21
Due to Municipalities	-254,218.00
Compensated Absences Payable	49,512.72
Accrued Interest Payable	30,709.64
Accounts Payable - Pension	26,989.99
Accrued Liabilities	23,750.00
<b>Total Other Current Liabilities</b>	<b>5,960,411.36</b>
<b>Total Current Liabilities</b>	<b>5,916,979.68</b>
<b>Long Term Liabilities</b>	
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
<b>Total Def. Inflows of Resources</b>	<b>911,022.00</b>
<b>Total Long Term Liabilities</b>	<b>5,556,486.38</b>
<b>Total Liabilities</b>	<b>11,473,466.06</b>
<b>Equity</b>	
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	138,874.51
295 IHC · Contract 295 TT - IHC	1,614,224.53
295 - Misc (Permit, Legal)	104.00
<b>Total Contract 295 - Tertiary Ttmt</b>	<b>1,753,203.04</b>
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	60,691.44
300 Cop · Contract 300 Infl Scr - Coppola	1,207,345.94
300 - Misc (Permit, Legal)	1,668.00
<b>Total Contract 300 Influent Screening</b>	<b>1,269,705.38</b>
AS · Air Sampling	14,020.24
350 · Contract 350 - PCSIU	2,248.75
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	748,850.47
<b>Total B-29 Capital Improvements</b>	<b>3,942,056.68</b>
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	606,027.83
<b>Total B-30 Renewal and Replacement</b>	<b>635,061.50</b>
Operations	50,000.00
<b>Total Restricted</b>	<b>4,706,370.18</b>

11:15 AM  
06/16/21  
Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
As of May 31, 2021

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	May 31, 21
Unrestricted	
Designated	-107,978.00
Undesignated	714,522.10
	<hr/>
Total Unrestricted	606,544.10
3000 · Opening Bal Equity	-5,175,991.57
32000 · Retained Earnings	-1,462,657.72
Net Income	289,055.07
	<hr/>
Total Equity	20,663,455.62
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>32,136,921.68</b>
	<hr/> <hr/>

The **Pending Vouchers** through June 17, 2021 were approved for payment on a motion offered by Mr. Romano, seconded by Mr. Schwab 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	Yes
Mr. McNeilly	Absent	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

Comments:

- Mr. Schwab stated the Mr. Romano reviewed the vouchers this month, any questions should be directed to him.

**PENDING VOUCHERS**

**Musconetcong Sewerage Authority  
Through June 17, 2021**

	<b>Name</b>	<b>Memo</b>	<b>Split</b>	<b>Amount</b>
<b><u>OPERATING:</u></b>	Allen, Scott	Dental Reimbursement	Dental/Vision	130.00
	Aqua Pro-Tech Laboratories	Invoice 1050261M - Effluent/Influen	B-25 · Laboratory Fees	772.50
	ASAP Container Services, LLC	Invoice 2362016	B-26 · Sludge Disposal	3,658.40
	Blue Diamond Disposal, Inc.	Invoice 594880 - Monthly Trash Ser	B-31 · External Services	312.37
	Business Machine Technologies	Invoice 2362061 & 2362062 - Mont	B-31 · External Services	647.00
	Cintas First Aid & Safety	Invoice 5063349332 First Aid Suppl	B-31 · External Services	92.13
	Classic Bagel & Deli	Order # 0256- Breakfast for Engine	B-28 · Education/Training	42.42
	Cleary Giacobbe Alfieri Jacobs	Invoice 94654 - May 2021	B-3 · Legal	385.00
	Daily Record	Wet Well Wizard Bid Advertisement	B-2 · Administrative-OE	83.16
	EcoMaids	Sanitation Cleaning & Fogging Serv	B-31 · External Services	940.00
	Fisher Scientific	Invoice A10563971	B-27 · Laboratory Supplies	379.26
	Hach Company	Invoice # 12475118	B-27 · Laboratory Supplies	70.99
	JCP&L	Invoice # 95009148395	B-16 Electric	2,933.90
	Kenvil Power Mower	Invoice 185967	B-19 · Maintenance/Repairs	47.50
	Lowe's Companies, Inc.	Account # 99002310680 - 04.19.21	B-19 · Maintenance/Repairs	254.96
	M&L Power Systems	Invoice 17980 & 18000	B-31 · External Services	4,800.00
	Mine Safety Appliance Co.	Invoice 961781485	B-18 · Supplies/Chemicals	960.00
	New Jersey American Water	Acct # 1018-210023733698 05.11.2	B-31 · External Services	736.83
	North Jersey Pump & Controls, I	Invoice 1933-21	B-19 · Maintenance/Repairs	1,461.74
	Office Concepts Group	Invoice 996236-2, 101374-0, 10137	B-13 · Office	881.73
	One Call Concepts, Inc.	Invoice 1055433 - May 2021 - 54 M	B-2 · Administrative-OE	77.22
	Passaic Valley Sewerage Comm	Invoice 519104 - Liquid Waste Acco	B-26 · Sludge Disposal	38,825.00
	PMZ Landscaping	Invoice #16931	B-31 · External Services	5,297.77
	PS&S	Invoice # 145695	B-5	4,592.05
	Quinn, Shane	Boot Reimbursement 06.02.21	B-18 · Supplies/Chemicals	63.75
	Raritan Group, Branch 100	Invoice 3084748	B-19 · Maintenance/Repairs	3,338.80
	RingCentral	Invoice CD_000250432 - Monthly T	B-15 · Telephone	350.88
	Russell Reid	Sludge Hauling Fees05.03.21-05.21	B-26 · Sludge Disposal	28,730.50
	Schilling, James	Reimbursement & Mileage	B-2 · Administrative-OE	307.35
	State Chemical Solutions	Invoice 901938055	B-18 · Supplies/Chemicals	466.59
	State Chemical Solutions	Invoice 901938055	B-18 · Supplies/Chemicals	2,466.70
	Township of Roxbury	Invoice 8250-0 & 9318-0 02.02.21-(	B-2 · Administrative-OE	134.94
	Tritec Office Equipment	Invoice 58285 - Service Contract 02	B-13 · Office	83.55
			<b>TOTAL:</b>	<b>104,324.99</b>
<b><u>CAPITAL:</u></b>	Iron Hills Construction, Inc.	Contract 295 - Pay Application # 9	295 IHC · Contract 295 TT - I	117,817.32
	PS&S	Invoice 145692 - Contract 300 thro	B-29: Contract 300	12,145.76
	PS&S	Invoice 145693 - Contract 295 thro	B-29: Contract 295	25,304.02
	PS&S	Invoice 145691 - NJIBank Coordina	B-29: Contract 305	437.50
	PS&S	Invoice 145694 - Air Monitoring thrc	B-29: AS	1,476.25
	Coppola Services	Contract 300 - Invoice 4	B-29: Contract 300	162,834.84
			<b>TOTAL:</b>	<b>320,015.69</b>
<b><u>ESCROW:</u></b>	PS&S	Invoice # 145689	Escrow: 271 Kings Hwy	1,367.50
			<b>TOTAL:</b>	<b>1,367.50</b>
<b><u>RENEWAL &amp; REPLACEMENT:</u></b>			<b>TOTAL:</b>	<b>0.00</b>

	Name	Memo	Split	Amount
<u>PAYROLL:</u>	Primepoint Payroll	05.28.2021 Payroll Processing	B-1, B-14	29,322.78
	Primepoint Payroll	06.11.2021 Payroll Processing	B-1, B-14	<u>30,341.75</u>
			<b>TOTAL:</b>	<b>59,664.53</b>

<u>ONLINE &amp;</u>	Verizon Wireless	Confirmation # 1426889600	B-15 Telephone	43.00
<u>MANUAL CKS:</u>	VALIC	05.28.2021 Confirmation # 187320	VALIC	600.00
	Local 32	Ck #10027	Accrued Payroll Liabilities:U	312.00
	Shell	Confirmation # 8169052622021	B-17 Propane/Fuel	317.83
	State of NJ - Division of Pension	Confirm # 15431829 - Estimated M	Accounts Payable - Pension	4,013.26
	VALIC	06.11.211 Confirmation # 188801	VALIC	600.00
	Optimum	Confirm # 11900001 06.01.21-06.3	B-15 Telephone	340.29
	NJSHP	Reference # 15321321	B-10 Hospitalization	12,699.30
	JCP&L	Confirmation # 79458127 04.28.21-	B-16 · Electric	5,168.07
	Direct Energy	Confirmation # 1841857	B-16 · Electric	15,191.60
	Quadient	Confirmation # BH3774995109	B-13 Office	133.43
	Shell	Account # 0496-00-0486177-9	B-17 Propane/Fuel	<u>247.91</u>
			<b>TOTAL:</b>	<b>39,666.69</b>

The following **correspondence** for the May through June, 2021 was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. Schindelar.

All in Favor Vote:

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

**Correspondence:**

- A. State of NJ: DEP – 2022 Certificate and Annual Certified Parameter List (ACPL)
- B. Summit Risk Services: Claim # QM-1510, Policy # QJL0104603
- C. \*Wielkotz & Company: Attorneys Letters for the December 31, 2020 Report of Aucit
- D. \*2021 Government Units Survey: Census of Governments
- E. \*Morris County Cooperative Pricing Council Agreement 10.01.2021-09.30.2026: Fully Executed Copy
- F. \*Association of Environmental Authorities: S3637 – Retirement Infra. Collateralized Holdings Fund Act-creates trust fund \$20M

**Comments:**

- Correspondence A: Mr. Rattner commended the MSA Lab staff on the 2022 DEP Certification.
- Correspondence F: Mr. Rattner stated that he doesn't really understand what the issue is with the AEA.
  - Mr. Dwyer advised that he read it as well and wasn't clear on it either.
  - Mr. Rattner stated he will have his staff at the County read through it and give an explanation.
  - Mr. Pucilowski stated that he believes its outside forces are trying to take hold of the assets, when Capital Improvements are completed, funds are provided, maintenance does not get any funding.
  - Mr. Schilling agreed and advised this was also his perspective, he also thought perhaps that privatization sector to lobby Legislators to convince them that the public sector doesn't manage money & assets properly and that AEA is fighting back saying that they are managing just fine.
  - Mr. Rattner stated that 10 years ago there was a big push to sell Mount Olive's water to NJ American Water for \$6,000,000.00 in cash and that can be put into a budget, the rates were only guaranteed for 2 years after that the water could go anywhere. The issue with that is public utilities applies to the entire system, you would be paying for other people's upgrades.
- Mr. Schilling further advised there is a lot of push on H2S and if this is able to be regulated it could have a huge impact in the industry

**Monthly Reports:**

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

All In Favor Vote:

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

Comments:

- Mr. Pucilowski apologized for not making the Engineering Meeting.
- Mr. Rattner questioned the 25-day estimation for Flow Data
  - Mr. Schilling advised that there was a malfunction with the Sierra Wireless equipment that transmits the data from the meter chambers. Estimates have been obtained to replace the equipment, costing up to \$21,000.00. The new equipment will have the capability to record & store data, current equipment does not. This has been reviewed with the Engineering Committee & will be presented to the Board likely to be paid out of Operations in 2022.
  - Mr. Rattner stated this should have been on one of the reports. Mr. Schilling clarified it is on his report.
  - Mr. Pucilowski advised it is under the financial section of the Directors Report.
  - Mr. Rattner questioned if the Plant Data are real numbers, Mr. Schilling confirmed yes.
- Mr. Schwab asked what type of response we are receiving for the position available of Operator Trainee.
  - Mr. Schilling advised that there is an employment crisis in the nation. We have had two applicants, one that was over qualified & would not be a long-term option, MSA would be a stepping stone for him. The second is a strong candidate that he plans to offer the position to.
- Mr. Pucilowski asked if the minutes from the last Engineering meeting were completed. Mr. Schilling advised they are not yet available; the meeting was more of the same from the meeting prior.
  - Mr. Pucilowski asked if there was a report available with regard to the leaking roofs.
  - Mr. Wancho, PE advised that he has completed an evaluation and that he has two reports to combine, it was his understanding that this work was going to be pushed to 2022. Mr. Wancho advised that he & Mr. Schilling spoke just before the meeting and he was made aware that this is now a more pressing issue, he will have the report completed within a few days.
  - Mr. Schilling advised that on 06.22.2021 we had our Safety Meeting and this issue was formally brought up by MSA staff, there is also a concern of voltage, there is water coming into buildings, recently at plant 2 there have been some glitches and this is now a heightened concern.
  - Mr. Pucilowski suggested some patch work to get us through to 2022
  - Mr. Wancho, PE stated that the estimates for the roof repair & HVAC have been in the area of \$1,000,000.00 – therefore the option currently would be some patch work.
  - Mr. Rattner stated that we also need to be concerned with the computer equipment & such because that could take us out completely.
- Mr. Schilling advised that the sludge area was discussed by Engineering Committee, it was agreed with regard to odor management, with regard to data collection via H2S monitoring as well as wind direction & velocity monitoring & data logging.
- Mr. Schilling made another point to be implemented in 2023, sludge haulers will be required to connect to an activated carbon system to mitigate odors.
- Mr. Schilling also advised the sludge haulers will also have to be in and out by 6:00am.
- Mr. Schilling further advised that he will be putting a non-pneumatic mixing into the tank seeing as we can only run the blowers for a maximum of 6 hours per day as per our permit.
- Mr. Schilling spoke about the Capital expenses through the PVSC Co-Op prices which are set to expire 07.30.2021, we are anticipating 6-10% increase in prices. Mr. Schilling plans to propose to procure the pumps as part of the NJ Ibank funding.
- Mr. Dwyer, Esq. asked if any of the odor control measures discussed were included in the odor control management plan that was submitted.
  - Mr. Wancho, PE advised that the carbon was included.
  - Mr. Schilling advised that hours, equipment run, walking perimeter is included.
  - Mr. Schwab asked if the monitor discussed records data?
    - Mr. Schilling advised that this was the concern of Mr. Dwyer.
    - Mr. Schwab advised that the recorded data could harm us.
    - Mr. Schilling advised that data would be recorded manually by the Operator.
    - Mr. Schilling advised Sussex County & DEP have responded to odor complaints and while on site they have found nothing.
    - Mr. Dwyer, Esq. asked if there has been any indication when we may receive a response.



- Mr. Wancho, PE advised that its better to just wait for their response, it will likely come back with comments and we would have to go back and negotiate.
- Mr. Schilling stated that we are required to perform a quarterly monitoring, he stated that we are here 24/7 it is normal to smell sewer as we are a sewerage authority if we were to smell anything else that would be a concern.
- Mr. Wancho, PE advised that if we had a log available, we would have to release it if asked.
- Mr. Schilling advised the data being collected is managed data.
- Mr. Pucilowski provided an example of Clover Hill Plant burps all the time & when it burps you know there is a problem.
  - Mr. Schilling asked if it that facility is an SBR or MBR? Mr. Pucilowski was unsure.
  - Mr. Rattner stated that a few years ago there were issues with vents, we were advised there were odors at around 5am, when stuff sits in pipes all night.
  - Mr. Schilling advised that is not an MSA asset.
  - Mr. Pucilowski advised that we could also use this meter at pump station 1 & 6 to detect any odors that there may be to prove that the aeration units are doing what they are supposed to.
- Mr. Wancho, PE asked Mr. Dwyer, Esq. asked if we ended up in a dispute with DEP could we keep the data privileged & confidential if the data was sent to counsel.
  - Mr. Dwyer, Esq. advised that he does not think that it necessary.
  - Mr. Dwyer, Esq. also stated that he feels like the MSA has a bull’s eye on us and that eventually someone will hit the mark. His concern is when our permit comes for renewal again.
  - Mr. Schilling advised that the permit hasn’t even been approved, this would be something we are doing on our own.
  - Mr. Schindelar advised that they are not requiring us to do this, we do not have to release this data however we would have it on hand should there be an issue then we have the data to support.
  - Mr. Rattner stated that he thinks we should also measure odor levels at East Brookwood.
  - Mr. Schilling stated he would just like to have data showing wind direction & H2S at our fence line.
  - Mr. Schilling suggested a straw vote. Mr. Schindelar stated that if the Director opts to purchase the meter great, if not great.
- Mr. Pucilowski asked if someone has started walking the perimeter? Mr. Schilling advised no; the permit has not been approved

The Engineer’s Report for the month of June, 2021 was accepted on a motion offered by Mr. Still, seconded by Mr. Schindelar. All in Favor Vote:

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

Comments:

- Mr. Wancho, PE stated work continues on Contracts 295 & 300 and that we are waiting on some equipment deliveries.
  - Mr. Schilling advised equipment is being delivered next week.

**New Business:**

Resolution No. 21-29 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	Yes
Mr. Cangiano	Absent	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	Yes
Mr. McNeilly	Absent	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

\*See attached resolution

Comments:

- None

**New Business:**

- No other comments

**Old Business:**

Comments:

- Mr. Pucilowski requested that Mr. Schilling please send the minutes for 05.20.2021 Engineering Committee

**Closed Session:**

Entered Closed Session on a motion made by Mr. Rattner, seconded by Mr. Schindelar at 08:17 pm 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	Aye
Mr. McNeilly	Absent	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

**Open Session:**

Entered Closed Session on a motion made by Mr. Schwab, seconded by Mr. Romano at 08:19 pm 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	Aye
Mr. McNeilly	Absent	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Schwab asked about the status of the 2020 Audit.
  - Mr. Schilling advised we still do not have.
  - Mr. Schwab requested we reach out to the Auditor

**Adjournment:**

Motion made by Mr. Romano, seconded by Mr. Rattner and the All in Favor Vote of members present, Chairman Rattner adjourned the meeting at 08:21 pm.

All in Favor Vote:

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

Respectfully Submitted:  
Jilliam Martucci - Administrative Assistant

**RESOLUTION NO. 21-29**

Resolution of the Musconetcong Sewerage Authority  
Awarding Contract No. 355 to Troup Environmental Alternatives, LLC  
for One (1) Wet Well Wizard Aeration System  
Pursuant to N.J.S.A. 40A:11-1, et seq.

WHEREAS, after public advertising, on June 17, 2021 the Musconetcong Sewerage Authority opened bids received for Contract No. 355 for a Wet Well Wizard Aeration System as described in the Technical Specifications in the Notice to Bidders; and

WHEREAS, only one bid was received and it was from Troup Environmental Services, LLC in the amount of \$10,760.00; and

WHEREAS, the Authority makes the following findings:

1. Troup Environmental Alternatives, LLC (hereinafter "Troup") submitted the lowest responsible bid for the contract, which bid is in the amount of \$10,760.00.
2. The bid of Troup complied with the following requirements of the Bid Specifications:
  - a. A Signed Bid Proposal Form
  - b. Stockholders Certification
  - c. Non-Collusion Affidavit
  - d. Bidder's Acknowledgement of Receipt of Addenda
  - e. Affirmative Action Compliance Notice
  - f. Equal Opportunity Notice
  - g. New Jersey Business Registration Certificate
  - h. Manufacturer's Information for Wet Well Wizard

3. Troup also provided a Disclosure of Investments in Iran.
4. Funds for this project will be paid from the Capital Budget B-29 and the Treasurer certifies that funds are available.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract No. 355 for One (1) Wet Well Wizard Aeration System is hereby awarded to Troup Environmental Alternatives, LLC in the amount of \$10,760.00; and be it

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$10,760.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that James Schilling, as Director, or Steven Rattner, as Chairman, is hereby authorized to award Contract No. 355 to Troup Environmental Alternatives, LLC on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
\_\_\_\_\_  
Joseph Schwab, Secretary-Treasurer

  
\_\_\_\_\_  
Steven Rattner, Chairman

Dated: June 24, 2021