

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
July 23, 2020

REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY **HELD VIA RECORDED VIRTUAL/TELECONFERENCE DUE TO COVID-19**

Chairman Rattner 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: James Benson (entered meeting at 7:40pm), Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar (entered meeting at 7:37pm), Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: Andrew Cangiano

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

Attendance Roll Call:

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

Date/Time Call to Order: Thursday July 23, 2020 – 7:30PM
Others Present: Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci, Debbie Palma

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Absent	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present
Regular Meeting Minutes: June 25, 2020 ROLL CALL (as amended)	Absent	Absent	Abstain	Yes	Seconded Yes	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
2019 Budget vs Actual ROLL CALL	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Entered Meeting 7:37pm - Yes	Motion Yes	Yes	Seconded Yes
2020 Budget vs Actual ROLL CALL	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Seconded Yes
June 30, 2020 Balance Sheet ROLL CALL	Absent	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Seconded Yes
Pending Vouchers; July 17, 2020 ROLL CALL	7:40pm Entered Meeting - Abstain	Absent	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Seconded Yes	Yes	Yes
Correspondence ROLL CALL	Abstain	Absent	Yes	Motion Yes	Yes	Yes	Yes	Yes	Seconded Yes	Yes	Yes	Yes
Directors Report, Maint. & Repairs - July, 2020 Flow Data - June, 2020 All in Favor	Yes	Absent	Yes	Seconded Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes
Engineers Report- June, 2020 All in Favor	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Seconded Yes	Yes	Yes
New Business:												
Resolution # 20-30 ROLL CALL	Yes	Absent	Yes	Yes	Yes	Seconded Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes
Adjournment 08:04 PM ALL IN FAVOR	Aye	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of June 25, 2020 were moved on a motion offered by Mr. Romano, seconded by Mrs. Michetti Roll Call Vote:

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

The Financial Reports for 2019 was accepted on a motion offered by Mr. Schwab, seconded by Mr. Sylvester. Roll Call Vote:

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

COMMENTS:

- Mr. Schindelar entered meeting at 7:37pm

Financial Report – December 31, 2019

10:27 AM

07/15/20

Accrual Basis

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

	Jan - Dec 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	107,978 00	107,978 00	0 00	100 0%
budget reimbursement	0 00	0 00	0 00	0 0%
Interest	21,061 17			
trustee passthrough	4,427,302 17	4,427,402 00	-99 83	100 0%
Total Income	4,556,341 34	4,535,380 00	20,961 34	100 5%
Gross Profit	4,556,341 34	4,535,380 00	20,961 34	100 5%
Expense				
Personnel Services				
B-1 · Administrative-S&W	146,882 65	172,000 00	-25,117 35	85 4%
B-14 · Operating-S&W	633,268 26	667,500 00	-34,231 74	94 9%
Total Personnel Services	780,150 91	839,500 00	-59,349 09	92 9%
Employee Benefits				
B-9 · Pension	96,511 78	102,000 00	-5,488 22	94 6%
B-8 · Social Security	58,848 23	65,500 00	-6,651 77	89 8%
B-10 · Hosp				
Dental/Eyeglass	5,372 16			
Hospitalization	73,446 57			
B-10 · Hosp - Other	57,627 01	200,000 00	-142,372 99	28 8%
Total B-10 · Hosp	136,445 74	200,000 00	-63,554 26	68 2%
B-11 · Disability Insurance	7,364 41	10,000 00	-2,635 59	73 6%
B-6 · Unemployment	6,060 02	7,000 00	-939 98	86 6%
Total Employee Benefits	305,230 18	384,500 00	-79,269 82	79 4%
Administration Expenses				
B-2 · Administrative-OE	18,826 37	40,000 00	-21,173 63	47 1%
Total Administration Expenses	18,826 37	40,000 00	-21,173 63	47 1%
Operations and Maintenance				
B-3 · Legal	25,468 30	30,000 00	-4,531 70	84 9%
B-4 · Audit	14,309 05	15,000 00	-690 95	95 4%
B-5 · Engineer	24,479 55	30,000 00	-5,520 45	81 6%
B-15 · Telephone	21,013 21	25,000 00	-3,986 79	84 1%
B-16 · Electric	369,557 65	477,500 00	-107,942 35	77 4%
B-17 · Propane/Fuel Oil	15,336 66	29,000 00	-13,663 34	52 9%
B-18 · Supplies/Chemicals	179,423 15	200,000 00	-20,576 85	89 7%
B-27 · Laboratory Supplies	6,321 64	12,000 00	-5,678 36	52 7%
B-13 · Office	25,305 45	25,000 00	305 45	101 2%
B-31 · External Services	41,226 71	70,000 00	-28,773 29	58 9%
B-28 · Education/Training	19,994 48	20,000 00	-5 52	100 0%
B-25 · Laboratory Fees	14,875 32	30,000 00	-15,124 68	49 6%
B-19 · Maintenance/Repairs	178,805 98	200,000 00	-21,194 02	89 4%
B-20 · Insurance	99,361 00	110,000 00	-10,639 00	90 3%
B-24 · NJDEP Fees	20,467 15	25,000 00	-4,532 85	81 9%
B-12 · Trustee Admin Fee	15,030 00	20,000 00	-4,970 00	75 2%
B-23 · Permit Appl/Compliance Fees	11,029 60	25,000 00	-13,970 40	44 1%
B-21 · Equipment	43,300 05	60,000 00	-16,699 95	72 2%
B-26 · Sludge Disposal	615,126 95	720,000 00	-104,873 05	85 4%
B-22 · Contingency	18,527 50	25,000 00	-6,472 50	74 1%
Total Operations and Maintenance	1,758,959 40	2,148,500 00	-389,540 60	81 9%
Debt Service				
Debt Svs - Principal Payment	630,644 08	630,645 00	-0 92	100 0%
Debt Svs - Interest Payment	73,271 65	92,235 00	-18,963 35	79 4%
Total Debt Service	703,915 73	722,880 00	-18,964 27	97 4%
Reserves				
B-29 · Capital Improvement	300,000 00	300,000 00	0 00	100 0%
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%
Total Expense	3,967,082 59	4,535,380 00	-568,297 41	87 5%

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

	<u>Jan - Dec 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Ordinary Income	589,258.75	0.00	589,258.75	100.0%
Other Income/Expense				
Other Income				
OPRA request	28.00			
Total Other Income	<u>28.00</u>			
Net Other Income	<u>28.00</u>			
Net Income	<u><u>589,286.75</u></u>	<u>0.00</u>	<u>589,286.75</u>	<u>100.0%</u>

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Operating Acct TD - 8169	1,695,363.42
Payroll Account TD 2014 - 3717	24,857.24
Capital Improvement TD - 5030	486,447.25
Escrow Account TD Bank - 3226	8,582.99
Renewal & Replacement TD -1360	368,123.51
Petty Cash	150.00
Total Checking/Savings	2,583,524.41
Other Current Assets	
Prepaid Expenses	179.99
Total Other Current Assets	179.99
Total Current Assets	2,583,704.40
Fixed Assets	
Construction in Progress	505,067.77
Accumulated Depreciation	-36,330,914.17
Capital Assets, Depreciated	61,039,290.64
Land	505,700.00
Total Fixed Assets	25,719,144.24
Other Assets	
Def. Pension Outflows	579,237.00
Total Other Assets	579,237.00
TOTAL ASSETS	28,882,085.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	70,879.67
Total Accounts Payable	70,879.67
Other Current Liabilities	
Accrued Payroll Liabilities	
VALIC	-450.00
PERS - Contributions	5,985.03
PERS - Loans	15,868.78
PERS - Insurance	787.84
Union Dues	682.50
Accrued Payroll Liabilities - Other	10,364.37
Total Accrued Payroll Liabilities	33,238.52
Escrow Deposits Payable	
40 - Bank Street Crown Walk Urban Re	-1,385.00
34 Bnk Street Urban Renewal LLC	712.50
QuickChek Roxbury	210.00
700 International Drive	-110.00
Waterloo Valley Road Sewer Ext.	100.75
Hopatcong State Park WQMP Amend	792.50
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,561.49
Total Escrow Deposits Payable	6,786.49

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2019

	Dec 31, 19
Due to Municipalities	1.00
Compensated Absenses Payable	57,504.16
Accrued Interest Payable	38,431.25
Accounts Payable - Pension	96,046.00
Accrued Liabilities	8,550.22
Total Other Current Liabilities	240,557.64
Total Current Liabilities	311,437.31
Long Term Liabilities	
Net Pension Liability	1,901,218.00
Loans Payable	2,784,238.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	23,800.00
Def. Pension Inflows	872,269.00
Total Def. Inflows of Resources	896,069.00
Total Long Term Liabilities	5,581,525.38
Total Liabilities	5,892,962.69
Equity	
Net Investment in Capital Asset	22,280,460.00
Restricted	
Current Debt Service	32,673.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
Contract 310 Phase III Air Pemt	13.42
Contract 305 NJIB Application	284.44
Contract 300 Influent Screening	105,384.17
Contract 295 Tertiary Trtmt	301,851.88
B-29 Capital Improvements - Other	16,056.44
Total B-29 Capital Improvements	423,590.35
B-30 Renewal and Replacement	
Contract 320 #3 & 4 Drive Units	4,016.54
Contract 315 Sludge Pumps Eval	-114.96
B-30 Renewal and Replacement - Other	386,434.40
Total B-30 Renewal and Replacement	390,335.98
Operations	50,000.00
Total Restricted	946,599.33
Unrestricted	
Undesignated	-485,563.70
Total Unrestricted	-485,563.70
32000 - Retained Earnings	-616,257.91
Net Income	863,885.23
Total Equity	22,989,122.95
TOTAL LIABILITIES & EQUITY	28,882,085.64

The Financial Reports for 2020 was accepted on a motion offered by Mr. Schwab, seconded by Mr. Sylvester.
Roll Call Vote:

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

COMMENTS:

- Mr. Rattner commented on the telephone & external services budgets being at 66% at this point in the year, we may need to make some transfers.

Financial Report – June 30, 2020
Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through June 2020

11:13 AM
07/16/20
Accrual Basis

	Jan - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0 00	107,978 00	-107,978 00	0 0%
Interest	9,628 48			
trustee passdown	2,230,700 98	4,427,402 00	-2,196,701 02	50 4%
Total Income	2,240,329 46	4,535,380 00	-2,295,050 54	49 4%
Gross Profit	2,240,329 46	4,535,380 00	-2,295,050 54	49 4%
Expense				
Personnel Services				
B-1 · Administrative-S&W	79,749 97	165,958 00	-86,208 03	48 1%
B-14 · Operating-S&W	321,478 63	667,500 00	-346,021 37	48 2%
Total Personnel Services	401,228 60	833,458 00	-432,229 40	48 1%
Employee Benefits				
B-9 · Pension	101,018 00	102,000 00	-982 00	99 0%
B-8 · Social Security	29,982 23	65,500 00	-35,517 77	45 8%
B-10 · Hosp				
Dental/Eyeglass	1,707 40			
Hospitalization	68,543 41	200,000 00	-131,456 59	34 3%
B-10 · Hosp - Other	-5,620 85			
Total B-10 · Hosp	64,629 96	200,000 00	-135,370 04	32 3%
B-11 · Disability Insurance	2,880 06	10,000 00	-7,119 94	28 8%
B-6 · Unemployment	5,058 70	7,000 00	-1,941 30	72 3%
Employee Benefits - Other	0 00	0 00	0 00	0 0%
Total Employee Benefits	203,568 95	384,500 00	-180,931 05	52 9%
Administration Expenses				
B-2 · Administrative-OE	10,183 83	40,000 00	-29,816 17	25 5%
Administration Expenses - Other	0 00	0 00	0 00	0 0%
Total Administration Expenses	10,183 83	40,000 00	-29,816 17	25 5%
Operations and Maintenance				
B-3 · Legal	12,363 60	30,000 00	-17,636 40	41 2%
B-4 · Audit	12,901 95	15,000 00	-2,098 05	86 0%
B-5 · Engineer	11,082 53	30,000 00	-18,907 47	37 0%
B-15 · Telephone	13,226 38	20,000 00	-6,773 62	66 1%
B-16 · Electric	152,300 86	482,500 00	-330,199 14	31 6%
B-17 · Propane/Fuel Oil	6,347 85	29,000 00	-22,652 15	21 9%
B-18 · Supplies/Chemicals	97,314 20	200,000 00	-102,685 80	48 7%
B-27 · Laboratory Supplies	1,673 91	12,000 00	-10,326 09	13 9%
B-13 · Office	16,385 70	30,000 00	-13,634 30	54 6%
B-31 · External Services	46,080 73	70,000 00	-23,919 27	65 8%
B-28 · Education/Training	7,064 17	20,000 00	-12,935 83	35 3%
B-25 · Laboratory Fees	4,029 70	30,000 00	-25,970 30	13 4%
B-19 · Maintenance/Repairs	102,599 94	200,000 00	-97,400 06	51 3%
B-20 · Insurance	105,037 00	110,000 00	-4,963 00	95 5%
B-24 · NJDEP Fees	7,133 00	25,000 00	-17,867 00	28 5%
B-12 · Trustee Admin Fee	7,515 00	20,000 00	-12,485 00	37 6%
B-23 · Permit Appl/Compliance Fees	8,163 51	25,000 00	-16,836 49	32 7%
B-21 · Equipment	0 00	70,000 00	-70,000 00	0 0%
B-26 · Sludge Disposal	298,095 66	720,000 00	-421,904 34	41 4%
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	909,305 69	2,163,500 00	-1,254,194 31	42 0%
Debt Service				
Debt Svs - Principal Payment	41,155 50	638,837 00	-597,681 50	6 4%
Debt Svs - Interest Payment	30,107 97	75,085 00	-44,977 03	40 1%
Total Debt Service	71,263 47	713,922 00	-642,658 53	10 0%
Reserves				
B-29 · Capital Improvement	150,000 00	300,000 00	-150,000 00	50 0%
B-30 · Renewal & Replacement	50,000 00	100,000 00	-50,000 00	50 0%
Total Reserves	200,000 00	400,000 00	-200,000 00	50 0%

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

	<u>Jan - Jun 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Union Dues	-331 50			
Total Expense	<u>1,795,219 04</u>	<u>4,535,380 00</u>	<u>-2,740,160 96</u>	<u>39 6%</u>
Net Ordinary Income	445,110 42	0 00	445,110 42	100 0%
Other Income/Expense				
Other Expense				
Bank Fee	<u>0 00</u>			
Total Other Expense	<u>0 00</u>			
Net Other Income	<u>0 00</u>			
Net Income	<u><u>445,110.42</u></u>	<u><u>0.00</u></u>	<u><u>445,110.42</u></u>	<u><u>100.0%</u></u>

Musconetcong Sewerage Authority
Balance Sheet
 As of July 16, 2020

	Jul 16, 20
ASSETS	
Current Assets	
Checking/Savings	
Operating Acct TD - 8169	1,736,529.77
Payroll Account TD 2014 - 3717	11,706.37
Capital Improvement TD - 5030	915,913.52
Escrow Account TD Bank - 3226	9,892.99
Renewal & Replacement TD -1360	440,335.55
Petty Cash	150.00
Total Checking/Savings	3,114,528.20
Other Current Assets	
Prepaid Expenses	179.99
Total Other Current Assets	179.99
Total Current Assets	3,114,708.19
Fixed Assets	
Construction in Progress	505,067.77
Accumulated Depreciation	-36,330,914.17
Capital Assets, Depreciated	61,039,290.64
Land	505,700.00
Total Fixed Assets	25,719,144.24
Other Assets	
Def. Pension Outflows	579,237.00
Total Other Assets	579,237.00
TOTAL ASSETS	29,413,089.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	-75,046.76
Total Accounts Payable	-75,046.76
Other Current Liabilities	
Accrued Payroll Liabilities	
VALIC	450.00
PERS - Contributions	7,322.71
PERS - Loans	35,045.21
PERS - Insurance	3,836.50
Union Dues	-819.00
Accrued Payroll Liabilities - Other	-7,910.06
Total Accrued Payroll Liabilities	37,925.36
Escrow Deposits Payable	
40 - Bank Street Crown Walk Urban Re	1,825.00
34 Bnk Street Urban Renewal LLC	12.50
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	5,561.49
Total Escrow Deposits Payable	9,906.49

Musconetcong Sewerage Authority
Balance Sheet
 As of July 16, 2020

	Jul 16, 20
Due to Municipalities	1.00
Compensated Absences Payable	57,504.16
Accrued Interest Payable	38,431.25
Accounts Payable - Pension	81,227.68
Accrued Liabilities	8,550.22
Total Other Current Liabilities	233,546.16
Total Current Liabilities	158,499.40
Long Term Liabilities	
Net Pension Liability	1,901,218.00
Loans Payable	2,784,238.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	23,800.00
Def. Pension Inflows	872,269.00
Total Def. Inflows of Resources	896,069.00
Total Long Term Liabilities	5,581,525.38
Total Liabilities	5,740,024.78
Equity	
Net Investment in Capital Asset Restricted	22,280,460.00
Current Debt Service	32,673.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
325 - Contract 325 - SC 3&4	136,284.90
330 - Contract 330 GT 1	62,686.56
Contract 310 Phase III Air Pemt	450.92
Contract 305 NJIB Application	2,246.78
Contract 300 Influent Screening	87,019.70
Contract 295 Tertiary Trtmt	282,812.72
B-29 Capital Improvements - Other	625,290.60
Total B-29 Capital Improvements	1,196,792.18
B-30 Renewal and Replacement	465,335.98
Operations	50,000.00
Total Restricted	1,794,801.16
Unrestricted	
Undesignated	-485,563.70
Total Unrestricted	-485,563.70
3000 - Opening Bal Equity	-272,000.00
32000 - Retained Earnings	247,627.32
Net Income	107,739.87
Total Equity	23,673,064.65
TOTAL LIABILITIES & EQUITY	29,413,089.43

The Pending Vouchers for the month of July 17, 2020 were approved for payment on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative roll call vote of members present.

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

COMMENTS:

- Mr. Rattner questioned the dental & eye reimbursement for employee, Mr. Schilling confirmed that this is his total reimbursement for the year.
- Mr. Rattner, Mrs. Michetti stated they have not received a new copy of the contract. Mr. Schilling advised the copy of the contract was only sent to the personnel committee, he confirmed that he would forward a copy to the entire board.
- Mr. Benson entered meeting at 7:40pm.
- Mr. Dwyer questioned if we have seen a difference in our operating expenses, Mr. Schilling advised that aside from COVID supplies & sanitizing products & services we have not had any increase in expenses.

**Musconetcong Sewerage Authority
Transaction List by Date
Through July 15, 2020**

	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
<u>OPERATING:</u>	Alfred DeFelice	Dental Plan Reimbursement 2f	Dental/Eyeglass	1,200.00
	American Wear	Inv 709571, 712207, 714869,	B-31 · External Services	607.28
	Applied Analytics, Inc.	Invoice A20-23487	B-19 · Maintenance/Rep	4,180.00
	Blue Diamond Disposa	Invoice 552437 - Garbage Ser	B-31 · External Services	312.37
	Castle Printing	Invoice 34512	B-13 · Office	85.30
	Cintas First Aid & Safel	Invoice # 5017830188 - First A	B-31 · External Services	66.34
	Cleary Giacobbe Alfieri	Invoice 82816	B-3 · Legal	717.50
	Fisher Scientific	Invoice 221244 & 557680	B-27 · Laboratory Suppl	765.01
	JCP&L	Account # 100 106 392 077	B-16 · Electric	4,833.75
	Kenvil Power Mower	Invoice 173312	B-19 · Maintenance/Rep	85.02
	Lawson Products	Invoice 9307682533	B-19 · Maintenance/Rep	1,297.32
	NJ American Water Co	Account 1018-210023733698	B-31 · External Services	842.20
	Northeast Industrial Te	Inv 186288 - Gates Power Gri	B-19 · Maintenance/Rep	5,021.35
	Nusbaum, Stein, Golds	Inv 6 - Legal Fees	B-3 Legal	3,124.33
	Office Concepts Group	Invoice 955873-2, 955873-3	B-13 · Office	544.95
	One Call Concepts, Inc	Invoice 65426 - June 2020 - 4f	B-2 · Administrative-OE	67.21
	Passaic Valley Sewera	Inv 517821 - Liquid Waste 06.	B-26 · Sludge Disposal	34,848.80
	PS&S	Invoice # 140000 - Misc Engin	B-28 · Education/Trainir	687.72
	PS&S	Inv 140001 - Misc Engineer Cc	B-5 · Engineer	2,326.73
	PS&S	Invoice 139999 - Misc Enginee	B-5 · Engineer	1,040.00
	Raritan Group, Branch	Invoice 3062367 - Order # 107	B-19 · Maintenance/Rep	7,741.04
	Russell Reid	Inv 0005945422	B-26 · Sludge Disposal	25,247.60
	Sanitation Squad	Invoice 31 - cleaning & sanitizi	B-31 · External Services	3,300.00
	SEM/BDS Stroudsburg	Invoice 6052916	B-19 · Maintenance/Rep	225.83
	SEM/BDS Stroudsburg	Invoice 6058265	B-19 · Maintenance/Rep	4,685.79
	James Schilling	Disability Reimbursement & O	B-2 , B-11	281.88
	State Chemical Solutio	Inv 901583897 -	B-18 · Supplies/Chemic	4,479.92
	Treasurer, State of Nev	Invoice 208827700 - Under Gr	B-24 · NJDEP Fees	50.00
	Verizon	Invoice # 9857754171	B-15 · Telephone	747.14
			TOTAL:	109,412.38
<u>CAPITAL:</u>	Morris County Soil Con	Contract 300 - Rebid - Recertif	B-29 Capital, Contract 3	170.00
	PS&S	Inv 139998 - Contract 295	Contract 295 Tertiary Tr	1,837.50
	PS&S	Inv 139997 - Re-bid Influent Sc	Contract 300 Influent Sc	2,226.21
	PS&S	Inv 139996 - NJ Ibank Coordin	Contract 305 NJIB Appli	1,238.75
			TOTAL:	5,472.46
<u>RENEWAL & REPLACEMENT</u>	Pumping Services	Inv 1117026 - Acct # 960	B-30	16,731.63
	Pumping Services	Inv 1117189	B-30	124,406.10

	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
			TOTAL:	141,137.73
<u>ESCROW:</u>				<u>0.00</u>
			TOTAL:	0.00
<u>MANUAL</u>	VALIC	06.23.2020	Accrued Payroll Liabilitie	450.00
<u>CHECKS &</u>	VALIC	07.07.20	Accrued Payroll Liabilitie	450.00
<u>ONLINE PYMTS</u>	NJ Division of Pension:	Estimated Monthly Payment	Accounts Payable: Pens	7,409.16
	Nicholas Barbato	License Bonus S-2	B-28 Education/Training	250.00
	Scott Allen	License Bonus S-2	B-28 Education/Training	250.00
	Keith DeFazio	License Bonus S-1	B-28 Education/Training	100.00
	NJDEP	Stormwater Discharge Genera	:B-24 · NJDEP Fees	17,013.32
	NJSHBP	Local Employer Active Bill	B-10 Hospitalization	<u>10,897.00</u>
			TOTAL:	36,819.48
<u>PAYROLL:</u>	MSA Payroll	06.26.2020	B-1, B-14	32,328.30
	MSA Payroll	07.10.2020	B-1, B-14	<u>38,566.03</u>
			TOTAL:	70,894.33

The following **correspondence** for the month of June, 2020 was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar. Roll Call Vote:

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

6. Correspondence:

- A. UNUM – Policy # 000000590889 – Annual Broker Compensation Disclosure Statement
- B. NJDEP – 2020 Non-Potable Water Proficiency Test Study
- C. NJ Foreign Trade Zone Venture LLC c/o Rockefeller Group application for approval of a GDP – Hearing before Planning Board July 16, 2020 at 7:00pm
- D. Borough of Mount Arlington Land Use Board Notice of Public Hearing July 22, 2020 at 7:00pm
- E. *DuBois & Associates – Freshwater Wetlands Block 9501, Lot 1, Roxbury Twp, Morris County, NJ
- F. *State of NJ, DEP – NJWB, State Project No. S340384-09, MSA Wastewater Treatment Plan Improvements, Contract 295, Authorization of Award

COMMENTS:

- Mr. Rattner asked Mrs. Michetti to elaborate on location where the Freshwater Wetlands Project is taking place. Mrs. Michetti advised DuBois & Associates project is located off Route 46.

Monthly Reports:

The Director's Report, and Maintenance and Repairs Report, for the month of July, 2020 and Flow Data for June, 2020 was accepted on a motion offered by Mr. Schindelar and seconded by Mr. McNeilly. Roll Call Vote:

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

COMMENTS:

- Mr. Schilling added that at 9am on 07.23.2020 we completed & scored 99 out of possible 100 for, Annual EJIF Inspection – there was one point deducted for a drain in the maintenance shop.
- Mr. Schilling received loss control report that was completed on 07.16.2020, he cited two accolades given in the report.

The Engineer's Report for the month of June, 2020 was accepted on a motion offered by Mr. Schindelar, seconded by Mr. Schwab. Roll Call Vote:

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

COMMENTS:

- Jim Wancho, PE stated drive units for the secondary clarifier and gravity thickener were received by GMH & work proceeded today. With regard Contract 295 PS&S is working with the contractor to implement some COVID protocols, also working with the MSA to issue the award letter.

New Business:

Resolution No. 20-30 was offered on a motion by Mr. Sylvester seconded by Mr. Pucilowski and the affirmative roll call vote of members present. Roll Call:

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

COMMENTS:

- Mr. Rattner asked Mrs. Palma, QPA if HMUA has seen any increases or changes at their facility. Mrs. Palma advised that expenses have increased slightly, she advised that they did just pass a resolution that any employees traveling to high COVID rate states must self-quarantine upon return for 14 days. They have not had any positive COVID cases there. They are still closed to the public.

See attached resolution

CLOSING COMMENTS:

- Mrs. Palma advised that she is retiring, the August 2020 meeting will be her final meeting. She advised that we will have one year to hire a new QPA.
- Mrs. Michetti asked about status of the resolution to increase the bid threshold, Mrs. Palma advised that this went into effect on 07.01.2020, anything over \$17,500.00 must be approved by the governing body.
- Mr. Dwyer advised that the report he will forward to the Judge with regard to the air permit application will reflect that the DEP is back logged due to COVID as per Jim Wancho, PE. Mr. Schilling asked Jim Wancho, PE if the DRBC was reviewing the permit. Mr. Dwyer confirmed that DRBC did have the permit for a 30-day review, that was at the end of June.

Adjournment:

Due to virtual connectivity issues, meeting was adjourned by an all-in favor vote
Chairman Rattner adjourned the meeting at 8:04PM.

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

Respectfully Submitted:
Jilliam Martucci
Administrative Assistant

RESOLUTION NO. 20-30

Resolution of the Musconetcong Sewerage Authority
To Enter Into a Collective Bargaining Agreement With
Office and Professional Employees International Union
("OPEIU") Local 32 for the Period January 1, 2019 through December 31, 2022

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "Authority") and the Office and Professional Employees International Union ("OPEIU") Local 32 (hereinafter "Union") have participated in collective negotiations regarding certain Union Employees (hereinafter "Employees") of the Authority; and

WHEREAS, the Authority is the employer of the Employees at the Authority; and

WHEREAS, the Union is the certified representative of the Employees employed at the Authority; and

WHEREAS, the Personnel Committee of the Authority has conducted negotiations on behalf of the Authority with representatives of the Union; and

WHEREAS, the contract negotiations between the Authority and the Union have progressed to the point where the parties have reached agreement in principle on the terms and conditions of a new labor contract; and

WHEREAS, the parties have prepared a Collective Bargaining Agreement dated July 6, 2020 which reflects the parties' understanding with respect to the terms they have negotiated in the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that:

1. The Authority accepts the terms and conditions of the proposed Collective Bargaining Agreement dated July 6, 2020.
2. The Chairman or the Director is hereby authorized to execute said Collective Bargaining Agreement on behalf of the Authority.

-1-

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

DATED: July 23, 2020