

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
August 25, 2022

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

Vice Chairman Sylvester 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: Andrew Cangiano, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: James Benson

Others Present: Thomas Carroll – QPA, Patrick Dwyer – Esq., Jilliam Martucci – Administrative, James Schilling – Executive Director, James Wancho - PE

Attendance Roll Call:

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

Date/Time Call to Order: Thursday August 25, 2022 – 7:30PM
Others Present: Tom Carroll, Pat Dwyer, James 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	Present	Present	Present	Present	Present	Present
Regular Meeting Minutes: 06.23.2022 ALL IN FAVOR	Absent	Aye	Aye	Abstain	Second Aye	Aye	Aye	Abstain	Abstain	Aye	Motion Aye	Aye
No Meeting Minutes 07.28.2022 NO QUORUM	-	-	-	-	-	-	-	-	-	-	-	-
2021 Budget vs Actual ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
December 31, 2021 Balance Sheet ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
2022 Budget vs Actual ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
June 30, 2022 Balance Sheet ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
July 31, 2022 Balance Sheet ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
Pending Vouchers July 21 & August 18, 2022 ROLL CALL	Absent	Second Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye
Directors Report, Maintenance & Repairs July/August, 2022 Flow Data – June/July 2022 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye	Aye	Aye
Engineers Report-July/August, 2022 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Second Aye	Aye	Aye
New Business:												
Resolution # 22-36 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes
Resolution # 22-37 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes
Resolution # 22-38 ROLL CALL	Absent	Second Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Resolution # 22-39 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes

Old Business:	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Closed Session 08:14 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye
Open Session: 08:23 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Motion Aye	Aye
Adjournment: 08:23 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye

Chairman Rattner open and closed the meeting to the public.

The “Regular” meeting minutes of June 23, 2022 accepted on a motion offered by Mr. Still, seconded by Mrs. Michetti and the affirmative all in favor vote of members present. All In Favor Vote:

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

Comments:

- None

The Financial Reports for 2021 were accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative all in favor vote of members present. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- None

Financial Reports – 2021

12:14 PM

08/17/22

Accrual Basis

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	17,042.51			
Trustee passdown	5,617,750.08			
Total Income	5,634,792.59			
Gross Profit	5,634,792.59			
Expense				
66900 - Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 - Administrative-S&W	156,088.18	171,640.00	-15,571.82	90.9%
B-14 - Operating-S&W	630,118.21	669,000.00	-37,881.79	94.3%
Total Personnel Services	786,186.39	839,640.00	-53,453.61	93.6%
Employee Benefits				
B-9 - Pension	99,343.08	105,000.00	-5,656.92	91.8%
B-9 - Social Security	58,470.42	66,458.00	-7,987.58	88.0%
B-10 - Hosp				
Dental/Vision	4,048.31			
Hospitalization	1,200.00			
B-10 - Hosp - Other	165,842.99	200,000.00	-34,157.01	82.9%
Total B-10 - Hosp	171,090.90	200,000.00	-28,909.10	85.5%
B-11 - Disability Insurance	8,924.55	10,000.00	-1,075.45	89.2%
B-6 - Unemployment	5,873.58	7,000.00	-1,126.42	83.9%
Total Employee Benefits	340,702.53	388,458.00	-47,755.47	87.7%
Administration Expenses				
B-2 - Administrative-OE	15,770.22	40,000.00	-24,229.78	39.4%
Total Administration Expenses	15,770.22	40,000.00	-24,229.78	39.4%
Operations and Maintenance				
B-3 - Legal	35,016.00	35,000.00	16.00	100.1%
B-4 - Audit	25,880.00	20,000.00	5,880.00	128.4%
B-5 - Engineer	45,385.29	45,385.29	0.00	100.0%
B-15 - Telephone	13,504.00	25,000.00	-11,495.10	54.0%
B-16 - Electric	352,575.85	352,575.85	0.00	100.0%
B-17 - Propane/Fuel Oil	31,989.26	31,989.26	0.00	100.0%
B-18 - Supplies/Chemicals	229,273.92	229,273.92	0.00	100.0%
B-27 - Laboratory Supplies	6,137.98	6,149.51	-1,011.55	83.8%
B-13 - Office	25,381.55	27,813.88	-2,432.10	91.2%
B-31 - External Services	53,986.48	75,000.00	-21,013.52	72.0%
B-28 - Education/Training	8,051.75	26,000.00	-17,948.24	28.8%
B-25 - Laboratory Fees	13,807.44	14,614.71	-1,007.27	83.1%
B-19 - Maintenance/Repairs	180,576.57	180,576.57	0.00	100.0%
B-20 - Insurance	109,640.00	110,000.00	-360.00	99.7%
B-24 - NJDEP Fees	20,189.00	22,016.74	-1,827.74	91.7%
B-12 - Trustee Admin Fee	20,225.00	20,000.00	225.00	101.1%
B-23 - Permit Appl/Compliance Fees	27,786.34	27,188.34	598.00	102.2%
B-21 - Equipment	59,721.78	59,721.78	0.00	100.0%
B-26 - Sludge Disposal	881,075.07	850,202.37	30,872.70	96.0%
B-22 - Contingency	0.00	0.00	0.00	0.0%
Total Operations and Maintenance	2,138,786.18	2,200,500.00	-61,713.82	97.2%
Debt Service				
Debt Svs - Principal Payment	419,165.58			
Debt Svs - Interest Payment	371,653.88			
Debt Service - Other	0.00	723,513.00	-723,513.00	0.0%
Total Debt Service	790,820.27	723,513.00	67,307.27	109.3%
Reserves				
B-29 - Capital Improvement	200,000.00	200,000.00	0.00	100.0%
B-30 - Renewal & Replacement	200,000.00	200,000.00	0.00	100.0%
Total Reserves	400,000.00	400,000.00	0.00	100.0%
Misc. Income	-21,899.05			
Operating Refund	-39,382.98			

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Accrual Basis

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Pension Reimbursement	-901.91			
Total Expense	4,409,825.11	4,592,111.00	-182,285.89	96.0%
Net Ordinary Income	1,224,967.48	-4,592,111.00	5,817,078.48	-26.7%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	6,650.95			
Total Other Income	6,650.95			
Other Expense				
Bank Fee	185.00			
Total Other Expense	185.00			
Net Other Income	6,465.95			
Net Income	1,231,433.43	-4,592,111.00	5,823,544.43	-26.8%

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
GA 8169 - Operating Acct TD - 8169	1,077,168.55
PR 3717 - Payroll Account TD - 3717	4,259.19
CI 5030 - Capital Improvement TD - 5030	1,600,002.51
ES 3226 - Escrow Account TD Bank - 3226	8,961.74
RR 1360 - Renewal & Replacement TD -1360	526,256.30
Petty Cash	150.00
Total Checking/Savings	3,215,898.29
Other Current Assets	
NJIB Note Receivable	3,000,435.00
Prepaid Expenses	175.99
Total Other Current Assets	3,000,614.99
Total Current Assets	6,306,513.28
Fixed Assets	
Construction in Progress	1,609,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,491,592.62
Land	505,700.00
Total Fixed Assets	23,876,337.80
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,511,803.08
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	94,644.02
Total Accounts Payable	94,644.02
Other Current Liabilities	
NJIB Note Payable	8,236,109.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	450.00
PERS - Contributions	75,375.62
PERS - Loans	82,514.55
PERS - Insurance	10,381.43
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.00
Total Accrued Payroll Liabilities	119,410.73
Escrow Deposits Payable	
271 KH - 271 Kings Hwy - Adler WH	961.25
40 - Bank Street Green Walks Urban Re	1,825.00
34 - Bank Street Urban Renewal LLC	12.50
GC - QuickChak Roadway	210.00
Waterloo Valley Road Sewer Ext.	100.75
Crownpoint Multifamily Project	804.25
Escrow Deposits Payable - Other	5,848.49
Total Escrow Deposits Payable	9,562.24

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 31, 21
Compensated Absences Payable	61,681.72
Accrued Interest Payable	24,811.46
Accounts Payable - Pension	-10,491.50
Accrued Liabilities	47,771.68
Total Other Current Liabilities	8,482,865.35
Total Current Liabilities	8,577,509.37
Long Term Liabilities	
Net Pension Liability	
Loans Payable	1,354,376.00
Def. Inflows of Resources	2,145,402.36
Unamort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	991,342.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.36
Total Liabilities	13,118,829.75
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
Contract 295 - Tertiary Tmt	
295 PSS - Contract 295 TT - PS&S	30,866.81
295 I&C - Contract 295 TT - I&C	540,645.00
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	571,616.31
Contract 300 Influent Screening	
300 PSS - Contract 300 Infl Scr - PSS	13,998.44
300 Cop - Contract 300 Infl Scr - Coppola	177,733.95
300 - Misc (Permit, Legal)	1,688.00
Total Contract 300 Influent Screening	193,400.39
AS - Air Sampling	8,119.76
350 - Contract 350 - PCSIU	1,122.80
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	753.82
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickeners	8,543.08
289 - Contract 289 PC #2	21,342.49
B-29 Capital Improvements - Other	228,861.48
Total B-29 Capital Improvements	1,155,554.99
B-30 Renewal and Replacement	
335 - Contract 335 - 18 Pumps	29,033.67
B-30 Renewal and Replacement - Other	668,289.56
Total B-30 Renewal and Replacement	697,323.23
Operations	80,000.00
Total Restricted	1,982,130.22

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 31, 21
Unrestricted	
Designated	-107,978.00
Undesignated	836,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,186,751.57
32000 - Retained Earnings	-2,992,095.40
Net Income	172,305.42
Total Equity	17,392,973.33
TOTAL LIABILITIES & EQUITY	30,511,803.08

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The Financial Reports for 2022 were accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative all in favor vote of members present. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- Chairman Rattner asked the Director to note anything that may go over budget in his monthly report.

Financial Reports – 2022

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07/20/22
Accrual Basis

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

	Jan - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Trustee passdown	2,268,500.00			
Total Income	2,268,500.00			
Gross Profit	2,268,500.00			
Expense				
66900 - Reconciliation Discrepancies	10.10			
Personnel Services				
B-1 - Administrative-S&W	78,196.28	171,640.00	-92,453.75	46.1%
B-14 - Operating S&W	318,294.16	668,000.00	-349,705.84	47.9%
Total Personnel Services	396,490.41	839,640.00	-443,150.59	47.8%
Employee Benefits				
B-9 - Pension	106,541.00	105,000.00	1,541.00	101.5%
B-8 - Social Security	29,491.85	50,438.00	-30,906.15	44.4%
B-10 - Hosp				
Dental/Vision	1,788.68	200,000.00	-112,727.38	43.6%
B-10 - Hosp - Other	87,272.62			
Total B-10 - Hosp	89,061.30	200,000.00	-110,940.70	44.5%
B-11 - Disability Insurance	3,232.16	10,000.00	-6,767.84	32.3%
B-4 - Unemployment	4,943.38	7,000.00	-2,056.62	70.6%
Total Employee Benefits	233,297.89	386,438.00	-155,190.31	60.0%
Administration Expenses				
B-2 - Administrative-CE	13,716.72	40,000.00	-26,283.28	34.3%
Total Administration Expenses	13,716.72	40,000.00	-26,283.28	34.3%
Operations and Maintenance				
B-3 - Legal	10,959.60	35,000.00	-24,040.40	31.3%
B-4 - Audit	0.00	20,000.00	-20,000.00	0.0%
B-5 - Engineer				
NJPDES Permit	-7,500.00			
B-5 - Engineer - Other	19,290.69	35,000.00	-15,709.31	55.1%
Total B-5 - Engineer	11,790.69	35,000.00	-23,209.31	33.7%
B-16 - Telephone	5,753.02	25,000.00	-19,246.98	23.0%
B-16 - Electric	188,174.09	480,000.00	-291,825.91	39.0%
B-17 - Propane/Fuel Oil	19,590.70	30,000.00	-10,409.30	65.1%
B-18 - Supplies/Chemicals	91,305.08	200,000.00	-108,694.92	45.7%
B-27 - Laboratory Supplies	1,622.61	8,000.00	-6,377.39	20.3%
B-13 - Office	12,207.85	30,000.00	-17,792.15	40.7%
B-31 - External Services	44,394.68	75,000.00	-30,605.32	59.2%
B-28 - Education/Training	11,118.84	12,000.00	-881.16	92.7%
B-25 - Laboratory Fees	5,680.75	20,000.00	-14,319.25	28.3%
B-19 - Maintenance/Repairs	74,947.93	204,000.00	-129,052.07	36.7%
B-20 - Insurance	130,852.00	120,000.00	10,852.00	109.0%
B-24 - NJDEP Fees	19,127.02	25,000.00	-5,872.98	76.5%
B-12 - Trustee Admin Fee	8,975.00	25,000.00	-16,025.00	27.9%
B-23 - Permit Appl/Compliance Fees	10,788.00	25,000.00	-14,212.00	43.2%
B-21 - Equipment	8,115.44	70,000.00	-61,884.56	11.6%
B-26 - Sludge Disposal	349,656.16	810,000.00	-460,343.85	43.2%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	983,072.43	2,254,000.00	-1,270,927.57	43.6%
Debt Service				
Debt Svs - Principal Payment	23,019.43			
Debt Svs - Interest Payment	19,518.00			
Debt Service - Other	0.00	724,723.00	-724,723.00	0.0%
Total Debt Service	43,436.23	724,723.00	-681,284.77	6.0%
Reserves				
B-29 - Capital Improvement	98,636.39	200,000.00	-101,461.61	49.3%
B-30 - Renewal & Replacement	16,793.65	200,000.00	-183,206.35	8.4%
Total Reserves	115,332.04	400,000.00	-284,657.96	28.8%
Operating Refund	-101.49			

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07/20/22
Accrual Basis

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

	Jan - Jun 22	Budget	\$ Over Budget	% of Budget
Pension Reimbursement	-7,840.72			
Total Expense	1,779,375.41	4,646,821.00	-2,867,445.59	38.3%
Net Ordinary Income	489,124.59	-4,646,821.00	5,135,945.59	-10.5%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	10,203.50			
Total Other Income	10,203.50			
Other Expense				
Bank Fee	-40.00			
Total Other Expense	-40.00			
Net Other Income	10,243.50			
Net Income	499,368.09	-4,646,821.00	5,146,189.09	-10.7%

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07/20/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of June 30, 2022

	Jun 30, 22
ASSETS	
Current Assets	
Checking/Savings	1,545,994.79
OA 8169 - Operating Acct TD - 8169	-5,964.11
PR 3717 - Payroll Account TD - 3717	1,374,748.40
CI 5030 - Capital Improvement TD - 5030	10,131.74
Es 3226 - Escrow Account TD Bank - 3226	209,462.55
RR 1360 - Renewal & Replacement TD -1360	
Total Checking/Savings	3,534,471.47
Other Current Assets	
NJD Note Receivable	3,090,430.00
Prepaid Expenses	175.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,625,086.46
Fixed Assets	
Construction In Progress	1,605,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,481,592.52
Land	505,700.00
Total Fixed Assets	23,875,337.60
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,830,376.26
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	-22,175.57
Total Accounts Payable	-22,175.57
Other Current Liabilities	
NJD Note Payable	6,977,316.00
Accrued Payroll Liabilities	
Capital Investment	302.14
PERLS	650.00
PERLS - Contributions	84,041.63
PERLS - Loans	100,173.63
PERLS - Insurance	11,765.59
Union Dues	-1,018.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	146,119.98
Escrow Deposits Payable	
271 KH - 271 Kings Hwy - Adler WH	2,030.25
40 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bank Street Urban Renewal LLC	12.50
QC - QuickChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Villages at Roxbury	955.00
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.48
Total Escrow Deposits Payable	11,602.24

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07/20/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of June 30, 2022

	Jun 30, 22
Compensated Absences Payable	61,691.72
Accrued Interest Payable	25,072.79
Accounts Payable - Pension	-33,527.18
Accrued Liabilities	47,771.68
Total Other Current Liabilities	9,219,037.23
Total Current Liabilities	9,196,861.66
Long Term Liabilities	
Net Pension Liability	1,394,376.00
Loans Payable	2,145,402.38
Def. Inflows of Resources	10,200.00
Unamort Gain on Refunding 2007	991,342.00
Def. Pension Inflows	
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	13,738,182.04
Equity	
Net Investment in Capital Asset	22,669,413.55
Restricted	
Current Debt Service	29,282.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
360 - Contract 360 HVAC & Roofs	
360 IB - Contract 360 HVAC/Roofs-NJIBank	29,850.00
360 P&S - Contract 360 HVAC Roofs P&S	225,342.50
Total 360 - Contract 360 HVAC & Roofs	255,142.50
Contract 295 - Tertiary Tmt	
295 P&S - Contract 295 TT - P&S	37,971.98
295 IHC - Contract 295 TT - IHC	97,685.50
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	135,761.48
Contract 300 Influent Screening	
300 P&S - Contract 300 Infl Ser - P&S	1.08
300 Cop - Contract 300 Infl Ser - Coppola	39,709.24
300 - Misc (Permit, Legal)	1,059.00
Total Contract 300 Influent Screening	41,378.32
AS - Air Sampling	12,884.08
350 - Contract 350 - PCSIU	1,122.50
325 - Contract 325 - SC 3&4	11,894.10
330 - Contract 330 GT 1	9,776.65
310 - Contract 310 Phase III Air Perm	1,460.52
Telecommunications Project	4,790.00
305 - Contract 305 NJID Application	315.32
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickener	5,543.08
280 - Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	134,501.48
Total B-29 Capital Improvements	732,785.41
B-30 Renewal and Replacement	
335 - Contract 335 - 18 Pumps	29,033.67
B-30 Renewal and Replacement - Other	608,289.56
Total B-30 Renewal and Replacement	697,323.23

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07/20/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of June 30, 2022

	Jun 30, 22
Operations	50,000.00
Total Restricted	1,659,360.64
Unrestricted	
Designated	-107,078.00
Undesignated	635,952.10
Total Unrestricted	727,974.10
3500 - Opening Bal Equity	-5,448,861.57
32000 - Retained Earnings	-2,819,792.98
Net Income	382,090.47
Total Equity	17,052,194.22
TOTAL LIABILITIES & EQUITY	30,830,376.26

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08/17/22
Accrual Basis

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

	Jan - Jul 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	2,217.36			
Trustee passthrough	2,268,500.00			
Total Income	2,270,717.36			
Gross Profit	2,270,717.36			
Expense				
66900 - Reconciliation Discrepancies	10.10			
Personnel Services				
B-1 - Administrative-S&W	91,229.42	171,640.00	-80,410.58	53.2%
B-14 - Operating-S&W	370,291.54	668,000.00	-297,708.46	55.4%
Total Personnel Services	461,520.96	839,640.00	-378,119.04	55.0%
Employee Benefits				
B-9 - Pension	106,541.00	105,000.00	1,541.00	101.5%
B-8 - Social Security	34,185.81	69,458.00	-32,272.19	51.4%
B-10 - Hosp	1,871.80			
Dental/Vision	106,652.43	200,000.00	-93,147.57	53.4%
B-10 - Hosp - Other				
Total B-10 - Hosp	108,724.23	200,000.00	-91,275.77	54.4%
B-11 - Disability Insurance	3,232.16	10,000.00	-6,767.84	32.3%
B-6 - Unemployment	5,241.79	7,000.00	-1,758.21	74.9%
Total Employee Benefits	257,924.99	388,458.00	-130,533.01	66.4%
Administration Expenses				
B-2 - Administrative-OE	13,825.40	40,000.00	-26,174.60	34.6%
Total Administration Expenses	13,825.40	40,000.00	-26,174.60	34.6%
Operations and Maintenance				
B-3 - Legal	10,959.60	35,000.00	-24,040.40	31.3%
B-4 - Audit	0.00	20,000.00	-20,000.00	0.0%
B-5 - Engineer				
NJPDES Permit	-7,500.00			
B-5 - Engineer - Other	21,199.44	35,000.00	-13,800.56	60.0%
Total B-5 - Engineer	13,699.44	35,000.00	-21,300.56	39.1%
B-16 - Telephone	6,803.46	25,000.00	-18,196.54	27.2%
B-16 - Electric	209,857.98	460,000.00	-250,142.02	45.8%
B-17 - Propane/Fuel Oil	20,070.88	30,000.00	-9,929.12	66.8%
B-18 - Supplies/Chemicals	111,604.52	200,000.00	-88,395.48	55.8%
B-27 - Laboratory Supplies	1,622.81	8,000.00	-6,377.19	20.3%
B-13 - Office	13,523.85	30,000.00	-16,476.15	45.1%
B-31 - External Services	49,588.00	75,000.00	-25,412.00	64.9%
B-28 - Education/Training	11,118.84	12,000.00	-881.16	92.7%
B-25 - Laboratory Fees	6,155.15	20,000.00	-13,844.85	30.8%
B-19 - Maintenance/Repairs	78,885.46	204,000.00	-125,114.54	38.7%
B-20 - Insurance	130,852.00	120,000.00	10,852.00	109.0%
B-24 - NJDEP Fees	19,177.62	25,000.00	-5,822.38	76.7%
B-12 - Trustee Admin Fee	14,400.00	25,000.00	-10,600.00	58.0%
B-23 - Permit Appl/Compliance Fees	10,788.00	25,000.00	-14,212.00	43.2%
B-21 - Equipment	8,115.44	70,000.00	-61,884.56	11.6%
B-26 - Sludge Disposal	428,003.32	810,000.00	-381,996.68	52.8%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,144,366.26	2,254,000.00	-1,109,633.74	50.8%
Debt Service				
Debt Svs - Principal Payment	392,777.66			
Debt Svs - Interest Payment	328,536.55			
Debt Service - Other	0.00	724,723.00	-724,723.00	0.0%
Total Debt Service	721,313.21	724,723.00	-3,409.79	98.5%
Reserves				
B-29 - Capital Improvement	98,538.39	200,000.00	-101,461.61	49.3%
B-30 - Renewal & Replacement	16,793.65	200,000.00	-183,206.35	8.4%
Total Reserves	115,332.04	400,000.00	-284,667.96	28.8%

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08/17/22
Accrual Basis

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

	Jan - Jul 22	Budget	\$ Over Budget	% of Budget
Misc. Income	-86.25			
Operating Refund	-101.49			
Pension Reimbursement	-7,840.72			
Total Expense	2,706,294.50	4,646,821.00	-1,940,526.50	58.2%
Net Ordinary Income	-435,577.14	-4,646,821.00	4,211,243.86	9.4%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	11,531.03			
Total Other Income	11,531.03			
Other Expense				
Bank Fee	-40.00			
Total Other Expense	-40.00			
Net Other Income	11,571.03			
Net Income	-424,006.11	-4,646,821.00	4,222,814.89	9.1%

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08/17/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of July 31, 2022

	Jul 31, 22
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 - Operating Acct TD - 8169	1,397,367.92
PR 3717 - Payroll Account TD - 3717	36,296.62
CI 5030 - Capital Improvement TD - 5030	1,365,479.94
Es 3226 - Escrow Account TD Bank - 3226	10,131.74
RR 1360 - Renewal & Replacement TD -1360	659,462.65
Petty Cash	100.00
Total Checking/Savings	3,458,838.87
Other Current Assets	
NJIB Note Receivable	3,090,436.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,549,453.86
Fixed Assets	
Construction in Progress	1,909,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
Total Fixed Assets	23,875,337.80
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,754,743.66
LIABILITIES & EQUITY	
Current Liabilities	
Accounts Payable	
20990 - Accounts Payable	-44,758.98
Total Accounts Payable	-44,758.98
Other Current Liabilities	
NJIB Note Payable	9,013,738.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	550.00
PERS - Contributions	87,731.13
PERS - Loans	103,160.41
PERS - Insurance	12,007.43
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	155,035.10
Escrow Deposits Payable	
271 KH - 271 Kings Hwy - Adler WH	2,036.25
40 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bank Street Urban Renewal LLC	12.50
QC - QuickChek Roxbury	210.00
Watson Valley Road Sewer Ext.	100.75
Villages at Roxbury	965.00
Crownpoint Multifamily Project	804.26
Escrow Deposits Payable - Other	5,546.49
Total Escrow Deposits Payable	11,602.24

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of July 31, 2022

	Jul 31, 22
Compensated Absences Payable	61,661.72
Accrued Interest Payable	26,072.79
Accounts Payable - Pension	-67,447.64
Accrued Liabilities	47,771.68
Total Other Current Liabilities	9,258,453.99
Total Current Liabilities	9,213,695.01
Long Term Liabilities	
Net Pension Liability	1,394,376.00
Loans Payable	2,145,402.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	991,342.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	13,755,015.39
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Future Retirement Reserve	29,252.00
B-29 Capital Improvements	50,000.00
360 - Contract 360 HVAC & Roofs	
360 IB - Contract 360 HVAC/Roofs-NJIBank	29,800.00
360 PSS - Contract 360 HVAC Roofs PSS	192,430.84
Total 360 - Contract 360 HVAC & Roofs	222,230.84
Contract 295 - Tertiary Tmt	
295 PSS - Contract 295 TT - PS&S	21,911.43
295 IHC - Contract 295 TT - IHC	97,885.50
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	119,700.93
Contract 300 Influent Screening	
300 PSS - Contract 300 Infl Scr - PSS	1.08
300 Cop - Contract 300 Infl Scr - Coppola	39,709.24
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	41,378.32
AS - Air Sampling	
350 - Contract 350 - PCSBU	6,167.83
325 - Contract 325 - SC 3&4	1,122.60
330 - Contract 330 GT 1	11,694.10
310 - Contract 310 Phase III Air Perm	9,776.65
Telecommunications Project	
305 - Contract 305 NJIB Application	1,450.92
265 - Contract 265 - SC #1 & 2	4,760.00
270 - Contract 270 Thickeners	316.32
280 - Contract 280 PC #2	93,801.48
B-29 Capital Improvements - Other	8,843.06
Total B-29 Capital Improvements	21,342.49
B-30 Renewal and Replacement	
335 - Contract 335 - 19 Pumps	134,501.48
B-30 Renewal and Replacement - Other	
Total B-30 Renewal and Replacement	677,096.95
B-30 Renewal and Replacement	
235 - Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	668,289.56
Total B-30 Renewal and Replacement	697,323.23

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of July 31, 2022

	Jul 31, 22
Operations	50,000.00
Total Restricted	1,503,672.18
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,446,851.67
32000 - Retained Earnings	-2,819,792.98
Net Income	345,312.98
Total Equity	16,999,726.27
TOTAL LIABILITIES & EQUITY	30,754,743.66

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The **Pending Vouchers** for July 21, 2022 and August 18, 2022 were approved for payment on a motion offered by Mr. Romano, seconded by Mr. Cangiano and the affirmative roll call vote of members present. Roll Call Vote: Roll Call Vote:

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Yes	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 – E.D., advised he had a meeting with Bond Counsel regarding NJEIT and borrowing, in the future we may have to obtain credit rating.
- Chairman Rattner advised that this will be based on income ratio.

Musconetcong Sewerage Authority			
Through July 21, 2022			
OPERATING:	Allen, Scott	Boot Reimbursement	B-2 - Administrative-C 150.00
	Amesbury Wear	Uniform Service 06.21.22-07.19.22	B-31 - External Service 790.65
	Agus Pro-Tech Laboratories	Invoice 2060083M	B-25 - Laboratory Fee 494.40
	Agus Pro-Tech Laboratories	Invoice # 2040347M	B-25 - Laboratory Fee 1,014.55
	ASAP Container Services, L	Invoice 5341459	B-26 - Sludge Dispos 3,531.40
	ASAP Container Services, L	Invoice 5479426, 5479611	B-26 - Sludge Dispos 3,594.07
	Blue Diamond Disposal, Inc	Invoice 653535 - Monthly Trash	B-31 - External Service 546.66
	Business Machine Technolo	Invoice 1364997 & 2365056 - 07	B-31 - External Service 852.10
	Business Machine Technolo	Invoice 2365263 & 2365262 - 0	B-31 - External Service 902.10
	Cintas First Aid & Safety	Invoice 5112785328 - First Aid S	B-31 - External Service 167.16
	Cintas First Aid & Safety	Invoice 5116058498 - First Aid S	B-31 - External Service 137.16
	Cintas First Aid & Safety	Invoice 5116058498 - AED Leas	B-31 - External Service 110.00
	Coburn Chemical, Inc.	Invoice INV0017560	B-18 - Supplies/Chem 5,465.04
	Gannett New Jersey News	Invoice 4679744 - Uniform/Laun	B-2 - Administrative-C 30.04
	Gralinger	Invoice # 9338049175	B-19 - Maintenance/R 61.38
	Gralinger	Invoice # 9349830837, 9352534	B-19 - Maintenance/R 184.42
	JCP&L	Invoice # 9505860339 - Pump	B-16 - Electric 9,952.13
	JCP&L	Invoice 95009711462 - Pump St	B-16 - Electric 15,071.97
	Jilliam Martucci	Postage, Mileage, Dental Reimb	B-2, B-10 230.00
	Lawson Products	Invoice 9309875300	B-19 - Maintenance/R 798.03
	Mine Safety Sales, LLC	Invoice 962586017	B-19 - Maintenance/R 798.03
	Mission Communications, L	Invoice 1055834 - Annual Serv	B-2 - Administrative-C 3,947.80
	Najarian Assoc.	Invoice 40551 Professional Serv	B-23 - Permit Appl/Co 600.00
	Netcong Hardware Co.	June/July 2022	B-18 - Supplies/Chem 72.13
	NJ American Water	Service Dates: 06.09.22-07.08.22	B-31 - External Service 1,125.08
	NJ Herold	Invoice # 4627829 - Uniform/La	B-2 - Administrative-C 43.77
	Office Concepts Group	Invoice 1079287-0, 1079287-1	B-13 - Office 1,100.95
	Office Concepts Group	Invoice 1080399-0	B-13 - Office 295.00
	Office Concepts Group	Invoice 1082391-0	B-13 - Office 652.14
	Office Concepts Group	Invoice 10484628-0, 1,2	B-13 - Office 582.46
	One Call Concepts, Inc.	Invoice 1105432 - 10/2021	B-2 - Administrative-C 97.23
	One Call Concepts, Inc.	Invoice 2065434	B-2 - Administrative-C 71.50
	Passaic Valley Sewerage C	Invoice 520826 - Liquid Waste A	B-26 - Sludge Dispos 42,834.00
	Philadelphia Mixing Solution	Invoice 12150	B-30 22,398.27
	PS&S	Invoice 545293 - General Consult	B-5 - Engineer 1,908.75
	Pumping Service, Inc.	Invoice 1130895	B-19 - Maintenance/R 2,318.55
	Pumping Service, Inc.	Invoice 1131349	B-19 - Maintenance/R 530.00
	Quinn's Consulting, LLC	Invoice 62722 & 62922	B-18 - Supplies/Chem 9,480.81
	R&J Control, Inc.	Invoice E2201393	B-19 - Maintenance/R 2,088.00
	R&J Control, Inc.	Invoice E2200936	B-19 - Maintenance/R 1,285.00
	Rattner, Steven	2022 NJWEA Conference Reimb	B-28 Education/Tring 271.70
	Ring Central	Invoice CD_000417282 - Monthl	B-15 - Telephone 312.47
	Russell Reid	Invoice CD_000431497 - Monthl	B-15 - Telephone 315.94
	Smart Water Inc.	Invoice 0006510521 - Sludge H	B-26 - Sludge Dispos 31,916.20
	State Chemical Solutions	Invoice 41224	B-31 - External Service 600.00
	Treasurer, State of New Jer	Invoice 220895200 - NJEMS Bill	B-24 - NJDEP Fees 50.00
	USA Bluebook	Invoice 04404	B-18 - Supplies/Chem 1,204.75
	USA Bluebook	Invoice 30092	B-18 - Supplies/Chem 133.12
	USA Bluebook	Invoice 042670 & 03316	B-18 - Supplies/Chem 274.62
	USALCO	Invoice 20234428	B-18 - Supplies/Chem 9,044.01

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	Walkworks	Invoice 1462 - Admin Bldg - Pain	B-19 - Maintenance/R 5,160.00
	Water Environment Federat	2022 Annual Memberships: 0174	B-28 Education/Tring 481.00
		TOTAL:	189,323.95
CAPITAL:	PS&S	Invoice 154510 - Contract 360 t	B-360 PSS - Contract 36 32,911.68
	PS&S	Invoice 154508 - AS through 06	AS - Air Sampling 6,716.25
	PS&S	Invoice 154512 - Contract 295	B-29, C:295 16,060.55
		TOTAL:	55,688.48
PAYROLL:	MSA Payroll	Processing 06.24.2022	B-1, B-14 31,804.36
	MSA Payroll	Processing 07.08.2022	B-1, B-14 36,168.48
	MSA Payroll	Processing 07.22.2022	B-1, B-14 31,844.44
		TOTAL:	99,837.28
MANUAL CHECKS & ONLINE PYMTS:	Direct Energy	Acct # 1890648 - Confirm # 225	B-16 - Electric 8,316.69
	Shell/WEX Fleet	Confirm # 816906242022	B-17 - Propane/Fuel C 419.58
	Primepoint Payroll	Payroll Processing - Invoice # 52	B-31 - External Service 35.25
	UNUM	Confirm # 230518 - 06.24.22 Pr	Accrued Payroll Liab 500.00
	NJ Division of Pensions & B	Billing # 0590889-001 2	B-11 - Disability Insur 1,656.06
	Local 32	Estimated Monthly PERS 06.01.22	Accounts Payable - Pk 3,920.36
	Lowes	Reference # 752856865	B-19 - Maintenance/R 312.00
	Primepoint Payroll	Payroll Processing - Invoice # 52	B-31 - External Service 402.21
	VALIC	Confirm # 232586	Accrued Payroll Liab 47.75
	Altice	Payment ID 837145553	B-15 - Telephone/Inter 405.26
	NJSHBP	Reference # 18102461	B-10 - Hosp 21,531.92
	JCP&L	Confirmation # 89400629	B-16 - Electric 26,611.92
	Verizon Wireless	Transaction ID 1866839329	B-15 - Telephone/Inter 329.24
	TD Bank, NA	Payment Ref # 33140020	NJIB Series 452,025.33
	US Bank	Payment Ref # 33140025	NJIEIT Series 144,010.56
	US Bank	Payment Ref # 33140020	NJIB Series 2002 60,073.85
	US Bank	Payment Ref # 33140025	NJIEIT Series 29,280.24
	Primepoint Payroll	Payroll Processing - Invoice 5247	B-31 - External Service 33.00
	NJ Division of Pensions & B	Estimated Monthly PERS 07.01.22	Accounts Payable - Pk 3,920.36
	VALIC	Confirm # 232581 - 07.22.22 Pr	Accrued Payroll Liab 500.00
	Local 32	Union Dues 07.01.22-07.31.22	Accrued Payroll Liab 312.00
		TOTAL:	755,043.58
RENEWAL & REPLACE:		TOTAL:	0.00
ESCROW:		TOTAL:	0.00

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Musconetcong Sewerage Authority
Through August 18, 2022

	Name	Memo	Split	Amount
OPERATING:	Able Security Locksmiths	Invoice 22535	B-18 · Supplies/Cl	221.70
	Alfred DeFelice	2022-2023 Dental Reimbursement	B-10 Dental/Visior	1,200.00
	American Wear	Uniform Service 08.02.22-08.16.22	B-31 · External Se	632.52
	Blue Diamond Disposal, Inc.	Invoice 659829 - Monthly Trash Service 08.02.22-08.16.22	B-31 · External Se	502.33
	Business Machine Technologies	Invoice(s) 2365377, 2365378, 2365379, 2365380	B-31 · External Se	320.00
	Cintas First Aid & Safety	Invoice 9186597989 - AED Lease - 08/20/22	B-31 · External Se	110.00
	Cintas First Aid & Safety	Invoice 5120518423 - First Aid Supplies	B-31 · External Se	233.66
	D'Stressed Furinture	Furniture Restoration	B-31 · External Se	3,450.00
	DeFazio, Keith	License Reimbursement	B-28 · Education/I	51.65
	Detection Instruments	Invoice 2777-52674	B-21 · Equipment	2,412.98
	Jesse Szczubelek	Dental & Boot Reimbursement - 2022 Ann	B-18, B-10	208.00
	William Martucci	Postage, Mileage, Dental Reimbursement	B-2, B-10	57.25
	Lawson Products	Invoice 9309735950	B-19 · Maintenanc	182.13
	Loftus Electric Inc.	Invoice 14343	B-19 · Maintenanc	330.00
	Modern Floors Company, Inc.	Invoice 75567 - Admin Bldg Flooring Instal	B-19 · Maintenanc	36,038.00
	Napa Auto Parts	REISSUE - Invoice 5720-563640	B-19 · Maintenanc	185.14
	Netcong Hardware Co.	July/August 2022 Statement	B-18	71.41
	NJ American Water Co.	Account # 1018-210023733698 - 07.09.22	B-31 · External Se	1,265.71
	Nusbaum, Stein,Goldstein,Brons	Invoice 32737, 32736	B-3, B-23	9,118.94
	Office Concepts Group	Invoices 1088325-0,1 1088396-0, 108809	B-13 · Office	1,323.88
	One Call Concepts, Inc.	Invoice 2075434	B-2 · Administrativ	115.83
	Passaic Valley Sewerage Comm	Invoice 520744 - Liquid Waste Acceptanc	B-26 · Sludge Disj	37,938.90
	PS&S	Invoice 154570 - General Consulting throu	B-5 · Engineer	2,093.75
	Pumping Service, Inc.	Invoice 1131561	B-19 · Maintenanc	1,295.00
	Pumping Service, Inc.	Invoice 1131684	B-19 · Maintenanc	3,781.00
	Raritan Group, Branch 100	Invoice 3113055	B-19 · Maintenanc	2,234.82
	Russell Reid	Invoice 0006533316 - Sludge Hauling Fee	B-26 · Sludge Disj	30,268.20
	Sal's Pizza	Invoice 61330 - Safety Meeting 08.09.202	B-2 · Administrativ	314.85
	SEMBDS Stroudsburg Electric M	Invoice 6331002, 6329485	B-19 · Maintenanc	525.70
	Tritec Office Equipment	Invoice 69648 - Annual Email/Machine Sul	B-13 · Office	240.00
	USALCO	Invoice 20237649	B-18 · Supplies/Cl	8,664.00
		TOTAL:		145,387.35

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	Name	Memo	Split	Amount
CAPITAL:	PS&S	Invoice 154569 - Air Sampling through 07. AS	B-30 · Air Sampling	688.75
	PS&S	Invoice 154571 -C360/NJlbank through 07.360 IB	B-30 · Contract	367.50
	PS&S	Invoice 154571 -C360 through 07.29.2022 360 PSS	B-30 · Contract	20,981.25
	PS&S	Invoice 154573 - C295 through 07.29.2022: 295 PSS	B-30 · Contract	10,756.25
	PS&S	Invoice 154568 - C305 through 07.29.2022: 305	B-30 · Contract	267.50
		TOTAL:		33,061.25
RENEWAL:	Reiner Pump Systems, Inc.	Invoice # KCP331NJ	B-30 Renewal anc	19,953.00
		TOTAL:		19,953.00
PAYROLL:	MSA Payroll	08.05.2022	B-1, B-14	32,525.17
	MSA Payroll	08.19.2022	B-1, B-14	32,573.53
		TOTAL:		65,098.70
ESCROW:			TOTAL:	0.00
MANUAL	JCP&L	Confirmation # 90006119	B-16 Electric	26,216.97
CHECKS &	Local 32	Union Dues 08.01.22-08.31.22	Accrued Payroll I	351.00
ONLINE	Lowe's	Reference # 2154081745	B-19 · Maintenanc	244.25
PAYMENTS:	NJ Division of Pensions & Benefi	Reference # 22861552	Accounts Payable	4,371.92
	NJSHBP	Reference # 21422572	Employee Benefit	17,856.07
	Optimum/Altice	Payment ID 841763212	B-15 · Telephone	257.79
	Primepoint	Invoice 526949 - Payroll 08.05.2022	B-31 · External Se	45.50
	Primepoint	Invoice 528461 - Payroll 08.19.2022	B-31 · External Se	33.00
	Quadient	Confirm # NEOERP003456601 - Machine	B-13 · Office	99.19
	Quadient	Confirm # BH3756921302 - Postage	B-13 · Office	225.68
	VALIC	Confirmation # 234729	Accrued Payroll I	500.00
	VALIC	Confirmation # 236019	Accrued Payroll I	500.00
	Verizon Wireless	Transaction ID: 2022769607 - Account # 3	B-15 · Telephone	329.24
	WEX/Shell	Confirmation # 816907252022	B-17 · Propane/Fu	539.98
	WEX/Shell	Confirmation # 816908222022	B-17 · Propane/Fu	757.96
		TOTAL:		52,328.55

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

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- None
- **Correspondence:**
 - A. EcolSciences, Inc.: Application for a Letter of Interpretation-Presence/Absence Determination Block 9202, Lots 1,2, 10 Township of Roxbury – File No. 1436-06-0004.1: Freshwater Wetlands application to NJDEP
 - B. Confirmation of JIF Compliance for Tier 3 Cyber Risk Management
 - C. Air Permit Termination for Non-Title V Permits, Permit # PCP960002, PCP960008, GEN 160001
 - D. State of NJ, DEP: Payment Requisition No. S340384-09-SC-19
 - E. BMT Monthly IT Report: July/August 2022
 - F. NJIB: Construction Loan Accrued Interest Monthly Statement: 06.30.2022
 - G. *NJIB: Payment Requisition No. S340384-09-SC-20
 - H. *DuBois & Associates: Freshwater Wetlands General Permit #21 Above Ground Utility Lines, block 9501, Lot 1, Roxbury township, Morris County, NJ
 - I. *Iron Hills Construction: Contract 295, Tertiary Treatment Plant Replacement Project, Maintenance Bond

Monthly Reports:

The Director's Report for the month of July and August 2022 and Maintenance and Repairs and Flow Data for June and July 2022 was accepted on a motion offered by Mr. Schwab and seconded by Mr. Schindelar and the affirmative all-in favor vote of members present. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- Mr. Schilling – E.D. stated that he needs to meet with Finance, Engineer and Personnel Committees.
 - Vice Chairman Sylvester asked that we get some dates out for meetings.
- Mr. Pucilowski stated to Mr. Schilling that he was surprised that DEP hasn't said anything about Plant 3 being offline since 2005 as he mentions in his July (2022) Facility Management portion of his report.
 - Mr. Schilling – E.D. stated that he met with DEP, if an asset id not needed to treat properly, we do not have to run it. Sub Committees are aware if we ever need to run that plant the MSA would need to invest some dollars.
 - Mr. Pucilowski asked if Plant 1 or 2 had an issue would we have to resort to Plant 3.
 - Mr. Schilling – E.D. advised that the current conditions are more than adequate to handle flows.
 - Mr. Schwab asked the capacity of Plant 3, Mr. Schilling – E.D. advised .5
 - Vice Chairman Sylvester asked if there is a downside to exercising regularly, Mr. Schilling – E.D. advised that it was shut down when he started with the MSA.
 - Mrs. Michetti asked if the Engineer is going to come up with a plan if we did have to put it online. Mr. Schilling – E.D. advised that this is something he and the Engineer are discussing, however to understand that we need to start turning things on and replacing things that need to be replaced.
 - Mr. Pucilowski asked that we get an Engineer Committee meeting scheduled for September to discuss in detail.
- Mr. McNeilly asked if only the modems are being replaced for the meter chambers. Mr. Schilling – E.D. advised yes as they are no longer able to store and save data.

- Mr. McNeilly asked if all nine were being done at the same time will it affect data. Mr. Schilling – E.D. advised that the current system is obsolete and when it goes down, we have to estimate because it only records when its online.
- Mr. Pucilowski PS2 & PS3 both had problems. Mr. Schilling – E.D. advised that they are both same pumps. PS1 is most significant, PS2 & PS3 are the same we had a spare pump in inventory, PS2 went down we were able to swap out with the spare from inventory. When PS3 went we dropped it off to be rebuilt. Engineer Committee has to determine if we should rebuild or purchase new. Prices range from \$12,000.00-\$22,000.00
 - Mr. Pucilowski asked if we are limited as to where we can take the pumps. Mr. Schilling – E.D. advised yes; we are limited.
 - Mr. Schilling – E.D. stated that we also need to determine the benefit of having spares on hand in inventory however that then can interfere with warranties and such, they also must be stored properly.
 - Mrs. Michetti asked if we can obtain a list of each pump end of life time frames.
 - Mr. Pucilowski asked if we can purchase an extended warranty. Mr. Schilling – E.D. responded that is something we can look into. Mrs. Michetti stated that we also run the risk of the supplier going out of business.
- Chairman Rattner discussed the rain fall for June and July. Mr. Schilling – E.D. advised that per the DEP representative he met with stated that Lake Hopatcong hasn't recovered from the winter drawdown.

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

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- Mr. Wancho – P.E. stated that they are working on a device for catching algae off final clarifiers
 - Mr. Pucilowski asked if this issue is due to water temperature. Mr. Wancho – P.E. stated it's a common occurrence, any type of nutrient left in the system can cause this and its normal in a lot of treatment plants. Options are covering tank or sonic treatment.

New Business:

Resolution No. 22-36 was offered on a motion by Mr. Sylvester seconded by Mr. Pucilowski and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Yes	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

*See attached resolution

Comments:

- None

Resolution No. 22-37 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	Yes
Mr. Cangiano	Yes	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

*See attached resolution

Comments:

- None

Resolution No. 22-38 was offered on a motion by Mr. McNeilly seconded by Mr. Cangiano and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Yes	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

*See attached resolution

Comments:

- Mr. Pucilowski stated that he thought this was being handling by the Executive Director. Mr. Schilling – E.D. advised that this is something that will be handled in conjunction with him, Counsel and the Engineer. Mr. Pucilowski asked if Mr. Schilling will be doing his own review, Mr. Schilling advised he will do his review but the language must be reviewed by Counsel.

Resolution No. 22-39 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	Yes
Mr. Cangiano	Yes	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

*See attached resolution

Comments:

- Chairman Rattner recommended that we move forward due to interest rates increasing.
- Mr. Pucilowski stated that this doesn't tie us to just this project, if we need the funding elsewhere, we can use it.

Old Business:

Comments:

- None

Closed Session:

Entered Closed Session on a motion made by Mr. Romano, seconded by Mr. Schwab at 08:14pm and the affirmative all in favor vote of members present. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- Pat Dwyer – Esq. advised that we will discuss litigation in closed session.

Open Session:

Entered Open Session on a motion made by Mr. Still, seconded by Mr. Schindelar at 08:23pm by an all-in favor Vote of members present. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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

Comments:

- None

Adjournment:

Motion made by Mr. Sylvester, seconded by Mr. Still at 08:23pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:31pm. All In Favor Vote:

Mr. Benson	Absent	Chairman Rattner	Aye
Mr. Cangiano	Aye	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. 22-36

Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for Professional Services to
Paulus, Sokolowski & Sartor, LLC ("PS&S") for
Engineering Services in Connection with Plant Processes Evaluation and Modeling

WHEREAS, the Musconetcong Sewerage Authority ("MSA") requires study, evaluation and modeling of its plant processes to determine current capabilities as well as adaptability for any future operating requirements; and

WHEREAS, MSA's consulting engineer PS&S has submitted a Proposal dated June 17, 2022 (see attached); and

WHEREAS, the Proposal indicates PS&S would provide oversight and supervision of the work, a substantial portion of which would be subcontracted to Hazen and Sawyer which has additional expertise in this area; and

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

WHEREAS, the Musconetcong Sewerage Authority is desirous of engaging PS&S to perform said work; and

WHEREAS, the PS&S Proposal has a total cost of \$57,500.00;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract is hereby awarded to PS&S to provide Plant Processes Evaluation and Modeling in the amount of \$57,500.00; and be it

FURTHER RESOLVED, that the Secretary-Treasurer has certified that funds are available for this project in the annual Budget under line B-29 Capital, and be it

-1-

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

FURTHER RESOLVED, that James Schilling, as Director of the Musconetcong Sewerage Authority is hereby authorized to sign an agreement to effectuate this award as needed; 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.

ATTEST:

MUSCONETCONG SEWERAGE AUTHORITY


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

DATED: July 28, 2022

RESOLUTION NO. 22-37

Resolution of the Musconetcong Sewerage Authority
Awarding a Contract to PCS Pump and Process, Inc. to Restore Cellular Data
Collection and Install a Hardware Firewall for Improved Security Utilizing
PVSC Co-op Contract #B295A

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to restore cellular data collection from its meter chambers and improve cyber security by the installation of a new hardware firewall for the continued safe operation of its wastewater treatment facility; and

WHEREAS pursuant to N.J.S.A. 40A:11-10 the contracting unit may, without advertising for bids, purchase goods or services under a contract entered into with a cooperative purchasing entity;

WHEREAS the MSA is a member of the North Jersey Wastewater Cooperative Pricing System ("NJWCPS") and the Passaic Valley Sewerage Authority ("PVSC") is the lead agency of the NJWCPS; and

WHEREAS the NJWCPS is a cooperative purchasing entity as set forth in NJAC §5:34-7.4; and

WHEREAS MSA has obtained a Proposal (see attached) dated June 23, 2022 from PCS Pump and Process, Inc. ("PCS") to restore cellular data collection from the meter chambers and install a new hardware firewall for additional security (the "Proposal"); and

WHEREAS MSA desires to utilize the contract obtained by PVSC with PCS to purchase these improvements;

-1-

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a contract to PCS Pump and Process, Inc. for the restoration of cellular data collection from its meter chambers and the installation of a new hardware firewall for increased security at a total cost of \$29,860.00 as described in their Proposal; and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$29,860.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the award in the amount of \$29,860.00 shall utilize PVSC contract B295A; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract using Renewal and Replacement Account B-30; and it is

FURTHER RESOLVED that James Schilling, as Director, is hereby authorized to take such other actions as are necessary to complete said purchase on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

Dated: July 28, 2022

RESOLUTION NO. 22-38

Resolution of the Musconetcong Sewerage Authority
Authorizing the Award of a Contract to PS&S to Review and Make Recommendations
Regarding Wastewater Limits for the Service Agreements with Member Municipalities
without Public Advertising as a Professional Service

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "MSA") is desirous of awarding a Contract to PS&S to review MSA's service agreements with its member municipalities, review Rules and Regulations of other similarly sized municipal wastewater treatment facilities, review NJDEP's Industrial Pretreatment Program guidance, and make recommendations and develop proposed revised wastewater limits for the MSA; and

WHEREAS, PS&S has submitted a Proposal dated July 14, 2022 (the "Proposal") in the amount of \$7,500.00 for this purpose; and

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

WHEREAS, the Secretary/Treasurer of the MSA has certified that funds are available in the Budget of the MSA at line B-2 Administrative Expenses; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the MSA that a Contract is hereby awarded to PS&S for services in accordance with the attached Proposal dated July 14, 2022 in an amount not to exceed \$7,500.00; and be it

FURTHER RESOLVED, that the above amount shall not exceed \$7,500.00 without further authorization from the MSA; and be it

-1-

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

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

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

July 28, 2022

SEE ATTACHED PS&S PROPOSAL DATED JULY 14, 2022

MUSCONETCONG SEWERAGE AUTHORITY

RESOLUTION NO. 22-39

RESOLUTION AUTHORIZING AN APPLICATION FOR A
GRANT AND/OR LOW-INTEREST LOAN FROM THE
NEW JERSEY INFRASTRUCTURE BANK FOR
IMPROVEMENTS TO THE WASTEWATER TREATMENT
PLANT

WHEREAS, the Musconetcong Sewerage Authority (the "Authority") intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for a loan totaling up to Three Million Dollars (\$3,000,000.00) for rehabilitation and improvements at the wastewater treatment plant, including installation of new roofs and HVAC equipment; and

WHEREAS, it is the desire of the Authority to designate the Director as the authorized representative to sign the application on behalf of the Authority and to represent the Authority with regard to the application.

NOW, THEREFORE, BE IT RESOLVED, by the Musconetcong Sewerage Authority in the County of Morris, New Jersey that

1. The Authority hereby approves the filing of an application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for one loan totaling up to Three Million Dollars (\$3,000,000.00) for rehabilitation of the wastewater treatment plant, including installation and replacement of roofs and HVAC equipment.
2. The Authority hereby designates and authorizes James Schilling, the Director, to sign the application on behalf of the Authority and to represent the Authority in all matters relating to the project undertaken pursuant to the aforementioned New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Director may be contacted at the office of the Musconetcong Sewerage Authority, located at 110 Continental Drive North, Budd Lake, New Jersey, 07828, or by telephone at (973) 347-1525 ext 203.
3. The Authority is under no obligation to borrow or drawdown on any or all of the funds available under the New Jersey Environmental Infrastructure Loan.
4. The Director is required to obtain approval from the Authority before and every time that the Authority Secretary seeks to have funds disbursed from the New Jersey Environmental Infrastructure Loan.
5. A certified copy of this Resolution shall be forwarded by the Authority to the New Jersey Department of Environmental Protection and the New Jersey Environmental Trust.

BE IT FURTHER RESOLVED, that all Authority employees and officials are hereby authorized and directed to take such action as necessary to implement this Resolution.

Moved	Seconded	Roll Call Vote	Yes	No	Absent	Abstained
		James Benson			✓	
		Andrew Cangiano	✓			
		Michael Grogan	✓			
		Brian McNeilly	✓			
		Melanie Michetti	✓			
		Michael Pucilowski	✓			
		Steven Rattner (Chair)	✓			
✓		Thomas Romano	✓			
		Richard Schindelar	✓			
	✓	Joseph Schwab	✓			
		Elmer Still	✓			
		Jack Sylvester	✓			

CERTIFICATION

I, Steven Rattner, Chairman of the Musconetcong Sewerage Authority in the County of Morris, New Jersey, do hereby certify that the above resolution is a true and correct copy of a resolution adopted at the meeting of the Musconetcong Sewerage Authority held on August 25, 2022.

DATED: August 25, 2022


Steve Rattner, Chairman