

# MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting  
September 23, 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: Andrew Cangiano, Michael Grogan, Melanie Michetti, Michael Pucilowski, Steven Rattner, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: James Benson, Brian McNeilly, Thomas Romano, Richard Schindelar

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

### Attendance Roll Call:

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

Date/Time Call to Order: Thursday September 23, 2021 - 7:30PM

Others Present: Tom Carroll, Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present	Present	Absent	Present	Present	Present	Absent	Absent	Present	Present	Present
Regular Meeting Minutes: August 26, 2021 ALL IN FAVOR	Absent	Aye	Abstain	Absent	Aye	Aye	Aye	Absent	Absent	Second Aye	Motion Aye	Aye
2021 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Absent	Yes	Yes	Yes	Absent	Absent	Motion Yes	Yes	Second Yes
August 31, 2021 Balance Sheet ROLL CALL	Absent	Yes	Yes	Absent	Yes	Yes	Yes	Absent	Absent	Motion Yes	Yes	Second Yes
Pending Vouchers; September 16, 2021 ROLL CALL	Absent	Second Yes	Yes	Absent	Yes	Yes	Yes	Absent	Absent	Motion Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Aye	Absent	Second Aye	Aye	Aye	Absent	Absent	Aye	Aye	Motion Aye
Directors Report, Maintenance & Repairs September, 2021 Flow Data - August, 2021 ALL IN FAVOR	Absent	Aye	Aye	Absent	Aye	Aye	Aye	Absent	Absent	Second Aye	Motion Aye	Aye
Engineers Report- September, 2021 ALL IN FAVOR	Absent	Aye	Aye	Absent	Aye	Aye	Aye	Absent	Absent	Motion Aye	Aye	Second Aye
New Business:												
Resolution # 21-39 ALL IN FAVOR	Absent	Aye	Aye	Absent	Second Aye	Aye	Aye	Absent	Absent	Motion Aye	Aye	Aye
Resolution # 21-40 ROLL CALL	Absent	Aye	Aye	Absent	Motion Aye	Aye	Aye	Absent	Absent	Second Aye	Aye	Aye
Resolution # 21-41 ROLL CALL	Absent	Aye	Aye	Absent	Second Aye	Aye	Aye	Absent	Absent	Aye	Motion Aye	Aye
Resolution # 21-42 ROLL CALL	Absent	Yes	Yes	Absent	Yes	Second Yes	Yes	Absent	Absent	Yes	Motion Yes	Yes
Resolution # 21-43 ROLL CALL	Absent	Aye	Aye	Absent	Motion Aye	Aye	Aye	Absent	Absent	Second Aye	Aye	Aye
Old Business:												
Closed Session: 7:54 pm ALL IN FAVOR	Absent	Aye	Aye	Absent	Aye	Aye	Motion Aye	Absent	Absent	Aye	Second Aye	Aye
Open Session: 7:57 pm ALL IN FAVOR	Absent	Aye	Aye	Absent	Aye	Aye	Aye	Absent	Absent	Aye	Motion Aye	Second Aye
Adjournment: 7:58 pm ALL IN FAVOR	Absent	Aye	Aye	Absent	Aye	Aye	Aye	Absent	Absent	Second Aye	Motion Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The “Regular” meeting minutes of August 26, 2021 accepted on a motion offered by Mr. Still, 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	Absent
Mr. Grogan	Abstain	Mr. Schindelar	Absent
Mr. McNeilly	Absent	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. Schwab, seconded by Mr. Sylvester and the affirmative roll call vote of members present. Roll Call Vote:

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

Comments:

- None

# Financial Reports – 2021

11:22 AM

09/21/21

Accrual Basis

## Musconetcong Sewerage Authority Profit & Loss Budget vs. Actual January through August 2021

	Jan - Aug 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	17,042.51			
trustee passdown	4,483,500.08			
Total Income	4,500,542.59			
Gross Profit	4,500,542.59			
Expense				
66900 · Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 · Administrative-S&W	103,117.65	165,598.00	-62,480.35	62.3%
B-14 · Operating-S&W	423,478.25	666,000.00	-244,521.75	63.4%
Total Personnel Services	526,595.90	833,598.00	-307,002.10	63.2%
Employee Benefits				
B-9 · Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 · Social Security	39,172.67	65,500.00	-26,327.33	59.8%
B-10 · Hosp	599.13			
Dental/Vision	1,200.00			
Hospitalization	98,721.79	200,000.00	-101,278.21	49.4%
B-10 · Hosp - Other				
Total B-10 · Hosp	100,520.92	200,000.00	-99,479.08	50.3%
B-11 · Disability Insurance	5,099.96	10,000.00	-4,900.04	51.0%
B-6 · Unemployment	5,261.19	7,000.00	-1,718.81	75.4%
Total Employee Benefits	246,417.82	387,500.00	-141,082.18	63.6%
Administration Expenses				
B-2 · Administrative-OE	13,692.01	40,000.00	-26,307.99	34.2%
Total Administration Expenses	13,692.01	40,000.00	-26,307.99	34.2%
Operations and Maintenance				
B-3 · Legal	18,880.31	35,000.00	-16,119.69	53.9%
B-4 · Audit	10,277.50	20,000.00	-9,722.50	51.4%
B-5 · Engineer	34,187.20	30,000.00	4,187.20	114.0%
B-15 · Telephone	9,252.02	20,000.00	-10,747.98	46.3%
B-16 · Electric	225,480.21	482,500.00	-257,039.79	46.7%
B-17 · Propane/Fuel Oil	19,469.12	29,000.00	-9,530.88	67.1%
B-18 · Supplies/Chemicals	139,591.36	200,000.00	-60,408.64	69.8%
B-27 · Laboratory Supplies	3,857.09	12,000.00	-8,142.91	32.1%
B-13 · Office	14,221.96	30,000.00	-15,778.04	47.4%
B-31 · External Services	29,485.84	70,000.00	-40,514.16	42.1%
B-28 · Education/Training	6,459.02	20,000.00	-13,540.98	32.3%
B-25 · Laboratory Fees	5,337.65	30,000.00	-24,662.35	17.8%
B-19 · Maintenance/Repairs	143,652.63	200,000.00	-56,347.37	71.8%
B-20 · Insurance	109,640.00	110,000.00	-360.00	99.7%
B-24 · NJDEP Fees	19,939.00	25,000.00	-5,061.00	79.8%
B-12 · Trustee Admin Fee	20,225.00	20,000.00	225.00	101.1%
B-23 · Permit Appl/Compliance Fees	17,688.49	25,000.00	-7,311.51	70.8%
B-21 · Equipment	57,878.32	70,000.00	-12,121.68	82.7%
B-26 · Sludge Disposal	483,120.79	720,000.00	-236,879.21	67.1%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,388,623.51	2,173,500.00	-804,876.49	63.0%
Debt Service				
Debt Svs - Principal Payment	419,166.59			
Debt Svs - Interest Payment	371,653.68			
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	150,000.00	200,000.00	-50,000.00	75.0%
B-30 · Renewal & Replacement	150,000.00	200,000.00	-50,000.00	75.0%
Total Reserves	300,000.00	400,000.00	-100,000.00	75.0%
Misc. Income	-21,899.05			
Operating Refund	-39,362.98			
Pension Reimbursement	-10.68			
Total Expense	3,184,600.26	4,558,111.00	-1,373,510.74	69.9%
Net Ordinary Income	1,315,942.33	-4,558,111.00	5,874,053.33	-28.9%
Other Income/Expense				
Other Income	6,650.95			
Short Term Disability Reimburse				
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	1,322,408.28	-4,558,111.00	5,880,519.28	-29.0%

10:42 AM  
09/21/21  
Cash Basis

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

	Aug 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,295,098.85
PR 3717 · Payroll Account TD - 3717	33,820.57
CI 5030 · Capital Improvement TD - 5030	1,241,016.49
Es 3226 · Escrow Account TD Bank - 3226	8,732.99
RR 1360 · Renewal & Replacement TD -1360	476,256.30
Petty Cash	150.00
Total Checking/Savings	3,055,075.20
Other Current Assets	
NJIB Note Receivable	3,090,435.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,145,690.19
Fixed Assets	
Construction in Progress	1,609,092.35
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
<b>TOTAL ASSETS</b>	<b>30,350,979.99</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-43,431.68
Total Accounts Payable	-43,431.68
Other Current Liabilities	
NJIB Note Payable	6,935,480.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-450.00
PERS - Contributions	60,134.15
PERS - Loans	70,773.51
PERS - Insurance	9,438.03
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	91,481.82
Escrow Deposits Payable	
271 KH · 271 Kings Hwy - Adler WH	1,632.50
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
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	10,233.49

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

	Aug 31, 21
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,186,751.57
32000 - Retained Earnings	-2,992,095.40
Net Income	388,625.67
Total Equity	18,649,724.49
TOTAL LIABILITIES & EQUITY	30,350,979.99

The **Pending Vouchers** through September 16, 2021 were approved for payment on a motion offered by Mr. Schwab, 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	Absent
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Absent	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

Comments:

- Chairman Rattner inquired about the payment made payable to ASAP Container, Mr. Schilling advised that this is Wind River for the vactor truck.

## **PENDING VOUCHERS**

### **Musconetcong Sewerage Authority** Through September 16, 2021

<b><u>OPERATING:</u></b>	American Wear	Uniform Service 08.24.21-09.14.21	B-31 · External Services	452.76
	AmeriGas Propane	Invoice 3125724058 - Propane Delivery 08.	B-17 · Propane/Fuel Oil	1,164.79
	ASAP Container Services, LLC	Invoice 5111184	B-26 · Sludge Disposal	3,322.50
	Blue Diamond Disposal, Inc.	Invoice 607274 - Monthly Trash Service 09.	B-31 · External Services	312.37
	Business Machine Technologies	Invoice 1362639 - Monthly IT Services 09.2	B-13 · Office	628.50
	Business Machine Technologies	Invoice 2362688 - MS Office 365 Subscripti	B-13 · Office	112.00
	Business Machine Technologies	Invoice 2362711 & 2362710 August & Sept	B-13 · Office	77.00
	Chaaya, Anthony	2021 Dental Reimbursement (max allowabl	B-10 · Hosp	1,200.00
	Cintas First Aid & Safety	Invoice 5073135619 - First Aid Supplies	B-31 · External Services	101.96
	Cintas First Aid & Safety	Invoice 5076208996- First Aid Supplies	B-31 · External Services	137.25
	Franks Trattoria	Safety Meeting 09.07.2021	B-28 · Education/Training	411.77
	Grainger	Invoice 9018847013	B-18 · Supplies/Chemicals	338.84
	Grainger	Invoice 9020233079	B-18 · Supplies/Chemicals	144.30
	Grainger	Invoice 806934055	B-18 · Supplies/Chemicals	114.65
	JCP&L	Invoice # 95009234475 - Pump Stations 06	B-16 · Electric	3,243.12
	Jilliam Martucci	June - August Mileage & Post Office	B-2 · Administrative-OE	68.89
	Keller Welding	Invoice # 2141 Fabricate Scrape Plates	B-19 · Maintenance/Repai	1,895.00
	Lorco Petroleum Services	Invoice 1682767	B-31 · External Services	100.00
	Lowe's Companies, Inc.	Account # 99002310680 - 08.2021	B-19 · Maintenance/Repai	574.50
	McMaster-Carr Supply Co.	Invoice 63533957	B-19 · Maintenance/Repai	272.86
	Najarian Associates	Invoice 39236	b-23	290.00
	Netcong Hardware Co.	Invoice B184776 & B184811	B-18 · Supplies/Chemicals	55.72
	NJ American Water Co.	Account # 1018-210023733698 - 08.10.21-	B-31 · External Services	709.53
	North East Technical Sales, Inc.	Invoice 3999	B-19 · Maintenance/Repai	3,360.00
	North East Technical Sales, Inc.	Invoice 40161	B-19 · Maintenance/Repai	1,355.00
	North Jersey Pump & Controls, LLC	Invoice 2018-21	B-19 · Maintenance/Repai	1,493.40
	Nusbaum, Stein,Goldstein,Bronstein, Kron	Invoice 687	B-3 · Legal	2,593.67
	Nusbaum, Stein,Goldstein,Bronstein, Kron	Invoice 657	B-3 · Legal	2,633.99
	Office Concepts Group	Invoice 1025396-0	B-13 · Office	67.46
	One Call Concepts, Inc.	Invoice 1085432- 08/2021 - 100 Markouts @	B-2 · Administrative-OE	132.99
	Passaic Valley Sewerage Comm	Invoice 519464- Liquid Waste Acceptance (	B-26 · Sludge Disposal	51,235.00
	PMZ Landscaping	Invoice 17206 - 3/4 stone	B-18 · Supplies/Chemicals	400.00
	PS&S	Invoice 148157 - NJPDES Permit Renewal	NJPDES Permit	591.25
	PS&S	Invoice 148141 - Engineer/General Consult	B-5 · Engineer	2,490.00
	Raritan Group, Branch 100	Invoice 3090407	B-19 · Maintenance/Repai	966.35
	Raritan Group, Branch 100	Invoice 3088545	B-19 · Maintenance/Repai	1,275.12
	RingCentral	Invoice CD_000285471 - Monthly Telephon	B-15 · Telephone	315.13
	Russell Reid	Invoice 0006286480 - Sludge Hauling Fees	B-26 · Sludge Disposal	37,913.90
	Schilling, James	Dental Reimbursement & S-3 & C-3 Licens	B-10 · Hosp, B-28 Educati	235.00
	SEM/BDS Stroudsburg Electric Motor	Invoice 6219448	B-19 · Maintenance/Repai	232.78
	State Chemical Solutions	Invoice 902091061- Customer # 789844	B-18 · Supplies/Chemicals	666.97
	State Chemical Solutions	Invoice 902138280 - Customer # 789844	B-18 · Supplies/Chemicals	967.57
	Sussex County Rental	Invoice # 161550	B-19 · Maintenance/Repai	550.00
	Tractor Supply Company	Account # 6035 3012 0511 3408	B-19 · Maintenance/Repai	139.97
	Township of Roxbury Water Dept.	Invoice 8250- & 9318-0 / 05.02.21-08.02.21	B-31 · External Services	134.94
	Tritec Office Equipment	Invoice 60504 quarterly Copy Care Contrac	B-13 · Office	85.95
	USA Bluebook	Invoice 702348	B-19 · Maintenance/Repai	1,194.21
	USALCO	Invoice 20203856	B-18 · Supplies/Chemicals	6,772.65
	Water Environment Federation	2021 Annual Memberships: J. Schwab	B-28 · Education/Training	117.00

				<b>TOTAL:</b>	<b>133,648.61</b>
<b><u>CAPITAL:</u></b>	Iron Hills Construction, Inc.	Pay App #12 Contract 295	295 IHC · Contract 295 TT		370,440.00
	PS&S	Invoice 148158 - Contract 305 through 08.3 305 · Contract 305 NJIB A			525.00
	PS&S	Invoice 148139 - Contract 300 through 08.3 300 PSS · Contract 300 In			7,581.25
	PS&S	Invoice 148140 - Contract 295 through 08.3 295 PSS · Contract 295 T			<u>22,423.29</u>
				<b>TOTAL:</b>	<b>400,969.54</b>
<b><u>PAYROLL:</u></b>	MSA Payroll -	Payroll Processing 09.06.21	B-1, B-14		30,695.21
	MSA Payroll -	Payroll Processing 09.17.21	B-1, B-14		<u>34,603.38</u>
				<b>TOTAL:</b>	<b>65,298.59</b>
<b><u>ONLINE &amp; MANUAL CKS</u></b>	Treasurer - State of New Jersey	Water Quality, License Application	B-28 Education/Training		50.00
	Local 32	Union Dues - August 2021	Accrued Payroll Liabilitie:		312.00
	Altice Optimum	Internet Service	B-15 Telephone		340.14
	NJ Division of Pensions & Benefits	Monthly PERS August 2021	Accounts Payable - Pensi		4,013.26
	VALIC	Pay Week 09.06.21	Accrued Payroll Liabilitie:		600.00
	Primepoint	Payroll Processing 09.03.2021	Operations and Maintenar		44.38
	Treasurer - State of New Jersey	BFCE Registration	B-28 Education/Training		257.00
	NJ State Health Benefits	09.01.2021-09.30.2021	B-10 Hosp		18,440.66
	JCP&L	Invoice # 1011106392077 - Plant - Cnfirm #	B-16 · Electric		4,424.24
	Direct Energy	Confirmation 1938483	B-16 · Electric		10,927.70
	VALIC	Pay Week 09.17.21	Accrued Payroll Liabilitie:		600.00
	NJ Division of Pensions & Benefits	2021 3rd Quarter IROC - Ref # 25740423	Accounts Payable - Pensi		14,086.52
	Local 32	Union Dues - September 2021	Accrued Payroll Liabilitie:		312.00
	Primepoint	Payroll Processing 09.17.2021	Operations and Maintenar		<u>34.13</u>
				<b>TOTAL:</b>	<b>54,442.03</b>
<b><u>RENEWAL:</u></b>					<b>TOTAL:</b> 0.00
<b><u>ESCROW</u></b>					<b>TOTAL:</b> 0.00



The following **correspondence** for the September, 2021 was received and filed on a motion offered by Mr. Sylvester, 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	Absent
Mr. Grogan	Aye	Mr. Schindelar	Absent
Mr. McNeilly	Absent	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

**Correspondence:**

- A. NJ Bank Approval: Requisition No. S340384-09-SC-09
- B. American Water: TTC District NJ1427007, Consumer Notice of Tap Water Results for Lead Copper
- C. Roxbury Township: Resolution 2021-260, Transfer of Gallonage 4300 gallons per day between Stanhope & Byram
- D. \*Borough of Hopatcong: Resolution 2021-129, Transfer of Gallonage 4300 gallons per day between Stanhope & Byram

Comments:

- None

**Monthly Reports:**

The Director's Report, and Maintenance and Repairs Report, for the month of September, 2021 and Flow Data for August, 2021 was accepted on a motion offered by Mr. Still and 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	Absent
Mr. Grogan	Aye	Mr. Schindelar	Absent
Mr. McNeilly	Absent	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Schilling advised the Board that the NJ League of Municipalities & AEA are proceeding with their annual meeting which will be held 11.16.2021-11.17.2021. Chairman Rattner asked that this information be shared with the Board in order to make necessary arrangements if any board members are planning to attend.
- Mr. Sylvester addressed the Finance Committee and question why two accounts are going over budget? Engineering is currently over budget, also that sludge is going to go over budget considerably.
  - Mr. Schilling advised that this was addressed at the Finance Committee Meeting. Engineering is over budget due to contract specific issues including VFD'S, Pumps & the roofing issues. Mr. Schilling stated that he believes the overage with sludge is due to Contract 295, due to having to take Plant 1 & 2 off line it is the equivalent of attempting to put 10 pounds of flour in a five-pound bag. Mr. Schilling also advised that volumes are also up.
  - Chairman Rattner stated that they are going to look at exactly what effect Contract 295 did have in order to see if funds can be transferred from that project to absorb some of the cost.
  - Chairman Rattner also noted the contracts coming up for rebid and the increase in costs there.
  - Mr. Schilling stated that we expect significant increases aluminum chloride contract expires year end. Also anticipating significant increases in the energy & sludge hauling areas.
  - Mrs. Michetti asked when sludge is rebid, Mr. Schilling advised we are good through 2022 with contracted price increases.
  - Chairman Rattner stated that Mr. Schilling will be sending out a list of contracts and the expirations to The Board.
- Mr. Pucilowski asked if an exit interview was performed for the employee that has resigned.
  - Mr. Schilling did discuss his decision for leaving the Authority and spoke with employee in detail regarding this decision and ultimately wished him the best on his future endeavors.

The Engineer's Report for the month of September, 2021 was accepted on a motion offered by Mr. Schwab, seconded by Mr. Sylvester and the affirmative all-in favor of members present. All In Favor Vote:

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

Comments:

- Mr. Wanch, PE stated that the Air Sampling was conducted on 09.20.2021, everything came back okay.
- Contract 300: Mechanical screen & telescopic valves have been installed; this contract has now remobilized.
- Contract 295: has demobilized as they are waiting for slide gates.
- Mr. Pucilowski asked about the issue with the filters for Plant 2.
  - Mr. Wanch, PE advised that the filters have been reinforced and are back in operation. The manufacturer is going to come back and reinforce the remaining two filters. The goal is to get the other two online to not over tax the existing two filters.
  - Mrs. Michetti confirmed that the installed filters are now functioning properly. Mr. Schilling confirmed.
- Mr. Schilling excused Mr. Carroll, QPA

### **New Business:**

Resolution No. 21-39 was offered on a motion by Mr. Schwab seconded by Mrs. Michetti and the affirmative all-in favor of members present. All In Favor Vote:

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

\*See attached resolution

Comments:

- None

Resolution No. 21-40 was offered on a motion by Mrs. Michetti seconded by Mr. Schwab and the affirmative roll call vote of members present. Roll Call Vote:

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

\*See attached resolution

Comments:

- None

Resolution No. 21-41 was offered on a motion by Mr. Still 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	Absent
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Absent	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

\*See attached resolution

Comments:

- None

Resolution No. 21-42 was offered on a motion by Mr. Still 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	Absent
Mr. Grogan	Yes	Mr. Schindelar	Absent
Mr. McNeilly	Absent	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

\*See attached resolution

Comments:

- None

Resolution No. 21-43 was offered on a motion by Mrs. Michetti seconded by Mrs. Schwab and the affirmative roll call vote of members present. Roll Call Vote:

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

\*See attached resolution

Comments:

- Mrs. Michetti advised that because it is going through MSA service area, she explained they will have to get one from Morris & Sussex Counties as well.
  - Mr. Wancho, PE stated that the Morris County Plan will still need to be amended but that is why they have to go to Sussex.

**New Business:**

- None

**Old Business:**

Comments:

- None

**Closed Session:**

Entered Closed Session on a motion made by Mr. Rattner, seconded by Mr. Still at 07:54pm by an all-in favor Vote of members present. All in Favor Vote:

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

**Open Session:**

Entered Open Session on a motion made by Mr. Still, seconded by Mr. Sylvester at 07:57pm by an all-in favor Vote of members present. All in Favor Vote:

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

Comments:

- None

**Adjournment:**

Motion made by Mr. Still, seconded by Mr. Schwab at 07:57pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 07:57pm. All in Favor Vote:

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

Respectfully Submitted:



## RESOLUTION NO. 21-39

Resolution of the Musconetcong Sewerage Authority ("MSA")  
Accepting the Resignation of Anthony Chaaya  
from the Position of Operator at MSA

WHEREAS by letter dated and delivered on September 7, 2021 Anthony Chaaya advised the Authority of his intention to resign his employment effective in two weeks on September 21, 2021;

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

1. The MSA hereby acknowledges receipt of notice from Anthony Chaaya of his intention to resign from the Musconetcong Sewerage Authority as of September 1, 2021; and
2. Effective September 21, 2021 the employment of Anthony Chaaya with the Musconetcong Sewerage Authority ended.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

DATED: September 23, 2021

**RESOLUTION NO. 21-40**

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

**WHEREAS**, the Musconetcong Sewerage Authority ("MSA") has received notice that an employee is resigning his employment effective September 21, 2021;

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

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

MUSCONETCONG SEWERAGE AUTHORITY

by:   
Steven Rattner, Chairman

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

Adopted: September 23, 2021

**RESOLUTION NO. 21-41**

**Resolution Establishing Meeting Dates  
for the Musconetcong Sewerage Authority  
for the Calendar Year 2022**

WHEREAS, the Musconetcong Sewerage Authority ("MSA") hereby establishes the following meeting dates for the Calendar Year 2022, which meetings will begin at 7:30 p.m. and will be held in person at the MSA's Water Pollution Control Facilities located at 110 Continental Drive in Budd Lake, New Jersey:

JANUARY – 27TH

FEBRUARY - 24TH (REORGANIZATION @ 7:30PM FOLLOWED BY REGULAR MEETING)

MARCH - 24TH

APRIL – 28TH

MAY – 26TH

JUNE – 23RD

JULY – 28TH

AUGUST – 25TH

SEPTEMBER – 22ND

OCTOBER – 27TH

\* NOVEMBER – 22ND – TUESDAY BEFORE THANKSGIVING

\*DECEMBER - 15<sup>TH</sup> – THIRD THURSDAY

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

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

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

Date: September 23, 2021



**RESOLUTION NO. 21-42**

Resolution of the Musconetcong Sewerage Authority ("MSA")  
Awarding a Contract for Additional Professional Services to  
Paulus, Sokolowski & Sartor, LLC ("PS&S") for Engineering  
Services in Connection with Contract 305 and an Application for I-Bank Funding

WHEREAS, by Resolution No. 18-42 the MSA awarded a contract to PS&S (Contract 305) in connection with an application to the New Jersey I-Bank for financing for (i) a new Tertiary Treatment Facility (Contract 295), and (ii) a new Influent Screening Facility (Contract 300); and

WHEREAS, at the end of June, 2021 MSA requested PS&S's assistance with procuring an additional ten (10) pumps utilizing funds obtained from the NJ I-Bank loan; and

WHEREAS, PS&S did provide additional services as described in a letter to the Authority dated September 14, 2021 (attached); and

WHEREAS, as a result of these newly requested services the original award to PS&S under Contract 305 in the amount of \$19,000 has been exceeded and additional funds are being requested;

WHEREAS, based on the additional services provided PS&S has requested a contract amendment in the amount of \$2,750.00 and

WHEREAS, the Musconetcong Sewerage Authority required continued consulting engineering services in connection with these projects; and;

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

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that a contract amendment is hereby awarded to PS&S for the within engineering services in connection with Contract 305 and the I-Bank loan application as set forth in their Proposal dated September 14, 2021 (attached) in an amount not to exceed \$2,750.00; and be it

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

FURTHER RESOLVED that the Treasurer has confirmed funds for such work is available in the Budget for 2021 (Budget line B-29 Capital Improvement), and

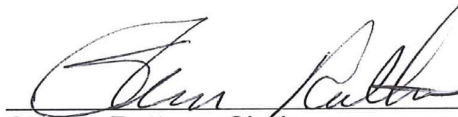
FURTHER RESOLVED, that the Musconetcong Sewerage Authority publish a legal advertisement in the official newspaper of publication of the Authority advising of the award as required by N.J.S.A. 40A:11-5.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

DATED: September 23, 2021

## **RESOLUTION NO. 21-43**

### **Resolution of the Musconetcong Sewerage Authority Consenting to a Proposed Sussex County Water Quality Management Plan (WQM) Amendment**

WHEREAS the Musconetcong Sewerage Authority ("MSA") provides for the operation of wastewater treatment facilities for its specific sewer service area; and

WHEREAS, the New Jersey Department of Environmental Protection ("NJDEP") requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

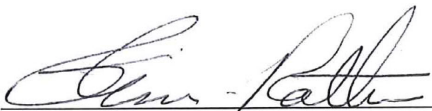
WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP Rules at N.J.A.C. 7:15-3.5 as the method of incorporating new areas into a WQM plan; and

WHEREAS, a proposed WQM plan amendment prepared by DuBois and Associates was publicly noticed in the New Jersey Register on September 20, 2021 for Roxbury Warehouse a/k/a Adler;

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

1. The Musconetcong Sewerage Authority consents to the Roxbury Warehouse a/k/a Adler amendment, prepared by DuBois and Associates and publicly noticed on September 20, 2021, for the purpose of incorporation of said amendment into the applicable WQM plans.
2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

Musconetcong Sewerage Authority

by:   
Steven Rattner, Chairman

Certified to be a true copy of a Resolution adopted by the Musconetcong Sewerage Authority at a meeting held on September 23, 2021.

  
Joseph Schwab, Secretary-Treasurer