

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
October 27, 2022

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, Brian McNeilly, Michael Pucilowski, Steven Rattner, Thomas Romano, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: James Benson, Michael Grogan, Melanie Michetti, Richard Schindelar

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

Others Absent: Thomas Carroll – QPA

Attendance Roll Call:

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

Date/Time Call to Order: Thursday October 27, 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	Absent	Present	Absent	Present	Present	Present	Absent	Present	Present	Present
Regular Meeting Minutes: 09.27.2022 ALL IN FAVOR	Absent	Abstain	Absent	Second Aye	Absent	Motion Aye	Aye	Aye	Absent	Aye	Aye	Abstain
2021 Budget vs Actual ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Second Yes	Yes	Yes
December 31, 2021 Balance Sheet ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Second Yes	Yes	Yes
2022 Budget vs Actual ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Second Yes	Yes	Yes
September 30, 2022 Balance Sheet ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Second Yes	Yes	Yes
Pending Vouchers October 20, 2022 ROLL CALL	Absent	Second Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Absent	Second Aye	Absent	Aye	Aye	Aye	Absent	Aye	Aye	Motion Aye
Directors Report Maintenance & Repairs October, 2022 Flow Data – Sept 2022 ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Aye	Aye	Motion Aye	Absent	Second Aye	Aye	Aye
Engineers Report September, 2022 ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Motion Aye	Aye	Aye	Absent	Aye	Second Aye	Aye
New Business:												
Resolution # 22-42 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Second Yes	Yes	Yes
Resolution # 22-43 ROLL CALL	Absent	Yes	Absent	Motion Yes	Absent	Yes	Yes	Second Yes	Absent	Yes	Yes	Yes
Resolution # 22-44 ROLL CALL	Absent	Second Yes	Absent	Yes	Absent	Motion Yes	Yes	Yes	Absent	Yes	Yes	Yes
Resolution # 22-45 ROLL CALL	Absent	Second Yes	Absent	Yes	Absent	No	Yes	No	Absent	Yes	Motion Yes	Yes
Resolution # 22-46 ROLL CALL	Absent	Second Yes	Absent	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
Resolution # 22-47 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Second Yes	Absent	Motion Yes	Yes	Yes
Resolution # 22-48 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Yes	Yes	Second Yes	Absent	Yes	Motion Yes	Yes

Old Business:	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Closed Session 08:30 pm ALL IN FAVOR	Absent	Second Aye	Absent	Aye	Absent	Aye	Aye	Aye	Absent	Aye	Aye	Motion Aye
Open Session: 09:06 pm ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Aye	Aye	Motion Aye	Absent	Second Aye	Aye	Aye
Adjournment: 09:07 pm ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Aye	Aye	Motion Aye	Absent	Aye	Second Aye	Aye

Chairman Rattner open and closed the meeting to the public.

The "Regular" meeting minutes of September 27, 2022 accepted on a motion offered by Mr. Pucilowski, seconded by Mr. McNeilly and the affirmative all in favor vote of members present. All In Favor Vote:

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

Comments:

- Mr. Schwab verified that the stipend resolution was passed at the last meeting.
 - Mr. Dwyer, Esq. advised that the resolution is dated for the last meeting, this is just a formality.
 - Mr. Schilling advised that this resolution is to formerly memorialize the resolution.

The Financial Reports for 2021 were accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

Financial Reports – 2021

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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
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				
68000 - Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 - Administrative-S&W	156,068.19	171,640.00	-15,571.82	90.9%
B-14 - Operating-S&W	630,118.21	668,000.00	-37,881.79	94.3%
Total Personnel Services	786,186.39	839,640.00	-53,453.61	93.8%
Employee Benefits				
B-9 - Pension	86,343.08	105,000.00	-8,656.92	91.8%
B-8 - Social Security	58,470.42	66,458.00	-7,987.58	86.0%
B-10 - Hosp				
Dental/Vision	4,048.31			
Hospitalization	1,200.00			
B-10 - Hosp - Other	165,842.59	200,000.00	-34,157.41	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	35,018.00	35,000.00	18.00	100.1%
B-4 - Audit	25,680.00	20,000.00	5,680.00	128.4%
B-5 - Engineer	45,385.29	45,385.29	0.00	100.0%
B-16 - Telephone	13,504.00	25,000.00	-11,496.00	54.0%
B-16 - Electric	302,575.85	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	5,137.96	6,149.51	-1,011.55	83.6%
B-13 - Office	25,361.56	27,813.68	-2,452.12	91.2%
B-31 - External Services	53,986.48	75,000.00	-21,013.52	72.0%
B-28 - Education/Training	8,051.79	28,000.00	-19,948.21	28.8%
B-25 - Laboratory Fees	13,607.44	14,614.71	-1,007.27	93.1%
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	22,010.74	-1,821.74	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	27,186.34	600.00	102.2%
B-21 - Equipment	59,721.78	59,721.78	0.00	100.0%
B-20 - Sludge Disposal	891,075.97	890,202.37	873.60	99.0%
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 Svc - Principal Payment	419,166.59			
Debt Svc - Interest Payment	37,953.68			
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	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	-39,362.98			

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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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Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
CA 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	8,061.74
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	3,090,435.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
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	61,481,552.62
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	30,511,803.08
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	75,378.62
PERS - Loans	82,514.55
PERS - Insurance	10,381.43
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	119,410.73
Escrow Deposits Payable	
271 KH - 271 Kings Hwy - Adler WH	961.25
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	904.26
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	9,562.24

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 31, 21
Compensated Absences Payable	61,661.72
Accrued Interest Payable	24,811.48
Accounts Payable - Pension	-16,481.50
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	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	13,118,829.75
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	30,868.81
295 IHC - Contract 295 TT - IHC	540,645.50
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	571,618.31
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)	1,668.00
Total Contract 300 Influent Screening	193,400.39
AS - Air Sampling	8,119.76
350 - Contract 350 - PCSIU	1,122.50
325 - Contract 325 - SC 3&4	11,694.10
330 - Contract 330 GT 1	9,776.65
310 - Contract 310 Phase III Air Perm	1,480.92
Telecommunications Project	4,760.00
305 - Contract 305 NJIB Application	753.62
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickeners	8,843.08
280 - Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	228,861.48
Total B-29 Capital Improvements	1,155,654.99
B-30 Renewal and Replacement	
335 - Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	668,289.58
Total B-30 Renewal and Replacement	697,323.23
Operations	50,000.00
Total Restricted	1,982,130.22

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2021

	Dec 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	-2,992,056.40
Net Income	172,302.42
Total Equity	17,392,973.33
TOTAL LIABILITIES & EQUITY	30,511,803.08

The Financial Reports for 2022 were accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

Financial Reports – 2022

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Accrual Basis

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

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest	2,217.36			
Trustee passdown	2,269,600.00			
Total Income	2,270,717.36			
Gross Profit	2,270,717.36			
Expense				
68900 - Reconciliation Discrepancies	10.10			
Personnel Services				
B-1 - Administrative-S&W	121,208.62	171,640.00	-50,431.38	70.6%
B-14 - Operating-S&W	489,723.14	668,000.00	-178,276.86	73.3%
Total Personnel Services	610,928.76	839,640.00	-228,711.24	72.8%
Employee Benefits				
B-9 - Pension	106,541.00	105,000.00	1,541.00	101.5%
B-8 - Social Security	45,349.85	66,458.00	-21,108.15	68.2%
B-10 - Hosp				
Dental/Vision	4,582.16			
B-10 - Hosp - Other	137,620.66	200,000.00	-62,379.34	68.8%
Total B-10 - Hosp	142,202.72	200,000.00	-57,797.28	71.1%
B-11 - Disability Insurance	8,508.49	10,000.00	-1,491.51	85.1%
B-5 - Unemployment	8,751.03	7,000.00	1,751.03	125.0%
Total Employee Benefits	306,453.09	388,458.00	-82,004.91	78.9%
Administration Expenses				
B-2 - Administrative-OE	17,161.76	40,000.00	-22,838.24	42.9%
Total Administration Expenses	17,161.76	40,000.00	-22,838.24	42.9%
Operations and Maintenance				
B-3 - Legal	16,028.94	35,000.00	-18,971.06	45.8%
B-4 - Audit	0.00	20,000.00	-20,000.00	0.0%
B-5 - Engineer				
NJPOES Permit	-7,500.00			
B-5 - Engineer - Other	28,528.19	35,000.00	-6,471.81	81.5%
Total B-5 - Engineer	21,028.19	35,000.00	-13,971.81	60.1%
B-15 - Telephone	8,351.63	25,000.00	-16,648.37	33.4%
B-16 - Electric	268,384.05	460,000.00	-191,615.95	58.3%
B-17 - Propane/Fuel Oil	22,534.73	30,000.00	-7,465.27	75.1%
B-18 - Supplies/Chemicals	122,640.07	200,000.00	-77,359.93	61.3%
B-27 - Laboratory Supplies	3,126.32	8,000.00	-4,873.68	39.1%
B-13 - Office	17,585.82	30,000.00	-12,414.18	58.6%
B-31 - External Services	62,191.04	75,000.00	-12,808.96	82.9%
B-28 - Education/Training	11,843.14	12,000.00	-156.86	98.7%
B-25 - Laboratory Fees	12,538.85	20,000.00	-7,461.15	62.7%
B-19 - Maintenance/Repairs	150,603.55	204,000.00	-53,396.45	73.8%
B-20 - Insurance	130,852.00	120,000.00	10,852.00	109.0%
B-24 - NJDEP Fees	19,177.82	25,000.00	-5,822.18	76.7%
B-12 - Trustee Admin Fee	14,400.00	25,000.00	-10,600.00	57.6%
B-23 - Permit Appl/Compliance Fees	19,820.80	25,000.00	-5,179.20	79.3%
B-21 - Equipment	10,528.42	70,000.00	-59,471.58	15.0%
B-26 - Sludge Disposal	580,043.02	810,000.00	-229,956.98	71.6%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,491,769.99	2,254,000.00	-762,230.01	66.2%
Debt Service				
Debt Svc - Principal Payment	392,777.66			
Debt Svc - Interest Payment	328,535.55	724,723.00	-396,187.45	54.7%
Debt Service - Other	0.00			
Total Debt Service	721,313.21	724,723.00	-3,409.79	99.5%
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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Accrual Basis

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

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
Misc. Income	-86.25			
Operating Refund	-101.49			
Pension Reimbursement	-11,183.25			
Total Expense	3,250,567.96	4,646,821.00	-1,396,253.04	70.0%
Net Ordinary Income	-979,880.60	-4,646,821.00	3,666,940.40	21.1%
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	-968,309.57	-4,646,821.00	3,678,511.43	20.8%

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
OA #169 - Operating Acct TD - #169	1,078,490.07
PR 3717 - Payroll Account TD - 3717	257.30
CI 5030 - Capital Improvement TD - 5030	1,325,174.89
Es 3226 - Escrow Account TD Bank - 3226	11,131.74
RR 1360 - Renewal & Replacement TD -1360	639,500.65
Petty Cash	100.00
Total Checking/Savings	3,054,663.65
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	6,145,278.64
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
TOTAL ASSETS	30,360,568.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	-44,758.98
Total Accounts Payable	-44,758.98
Other Current Liabilities	
NJIB Note Payable	9,040,555.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	50.00
PERS - Contributions	95,973.33
PERS - Loans	109,129.39
PERS - Insurance	12,548.99
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	.47
Total Accrued Payroll Liabilities	169,287.84
Escrow Deposits Payable	
Matrix Mount Olive	1,000.00
271 KH - 271 Kings Hwy - Adler WH	2,030.25
40 - Bank Street Crown Walk Urban Rte	1,825.00
34 - Bank Street Urban Renewal LLC	12.00
QC - QuickChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Villages at Roxbury	965.00
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	12,602.24

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of September 30, 2022

	Sep 30, 22
Compensated Absences Payable	61,581.72
Accrued Interest Payable	26,072.79
Accounts Payable - Pension	-81,479.98
Accrued Liabilities	47,771.58
Total Other Current Liabilities	9,276,491.29
Total Current Liabilities	9,231,732.31
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	13,773,052.69
Equity	
Net Investment in Capital Asset	22,689,413.96
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
360 - Contract 360 HVAC & Roofs	28,477.50
360 IB - Contract 360 HVAC/Roofs-NJIBank	166,945.84
360 PBS - Contract 360 HVAC Roofs PBS	
Total 360 - Contract 360 HVAC & Roofs	195,423.34
Contract 295 - Tertiary Tmt	
295 PBS - Contract 295 TT - PS&S	2,553.13
295 IHC - Contract 295 TT - IHC	97,685.50
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	100,342.63
Contract 300 Influent Screening	
300 PBS - Contract 300 Infl Scr - PSS	1.08
300 Cop - Contract 300 Infl Scr - Coppola	39,709.24
300 - Misc (Permit, Legal)	1,658.00
Total Contract 300 Influent Screening	41,378.32
AS - Air Sampling	5,479.08
350 - Contract 350 - PCSIU	1,122.50
325 - Contract 325 - SC 3&4	11,694.10
330 - Contract 330 OT 1	9,776.65
310 - Contract 310 Phase III Air Perm	1,400.92
Telecommunications Project	4,760.00
305 - Contract 305 NJIB Application	48.82
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickeners	8,843.08
280 - Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	134,501.48
Total B-29 Capital Improvements	619,974.90
B-30 Renewal and Replacement	
335 - Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	648,338.59
Total B-30 Renewal and Replacement	677,370.23

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12:39 PM
10/19/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of September 30, 2022

	Sep 30, 22
Operations	50,000.00
Total Restricted	1,426,597.13
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,446,851.57
32000 - Retained Earnings	-2,819,752.98
Net Income	175.51
Total Equity	16,577,515.75
TOTAL LIABILITIES & EQUITY	30,360,568.44

The **Pending Vouchers** for October 20, 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:

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

Comments:

- None

Musconetcong Sewerage Authority
Through October 20, 2022

OPERATING:	Adapco, Inc.	Invoice 132802	B-31 · External Services	2,100.00
	Allen, Scott	Vision Reimbursement	B-10 Dental/Vision	290.00
	American Wear	Uniform Service 09.20.22-10.18.	B-17 · Propane/Fuel Oil	788.53
	AmeriGas Propane	Invoice 3140903215 - Propane [B-17 · Propane/Fuel Oil	189.61
	AmeriGas Propane	Invoice 3141608081 - Propane [B-17 · Propane/Fuel Oil	254.01
	Aqua Pro-Tech Laboratories	Invoice 2080276M	B-25 · Laboratory Fees	4,780.60
	Aqua Pro-Tech Laboratories	Invoice 2090013M	B-25 · Laboratory Fees	508.80
	ASAP Container Services, LL	Invoice 5570433	B-26 · Sludge Disposal	6,004.13
	Assoc. of Environmental Auth	2022 AEA Conference Registrat	B-2 · Administrative-OE	3,050.00
	Barbato, Nicholas	2022 Dental Reimbursement	B-10 Dental/Vision	605.20
	Blue Diamond Disposal, Inc.	Invoice 667814 - Monthly Trash	B-31 · External Services	437.33
	Business Machine Technolog	Invoice(s) 2365567, 2365848, 2	B-31 · External Services	2,066.60
	Cintas First Aid & Safety	Invoice 5127566706 & 9194583	B-31 · External Services	252.75
	Classic Bagel & Deli	Order # 743267 - Engineer Com	B-2 · Administrative-OE	46.97
	Colabella, Robert	2022 Boot Reimbursement	B-18 · Supplies/Chemica	129.96
	Eddie Koster Plumbing & Hes	Invoice 5101-15867	B-19 · Maintenance/Rep	582.50
	Gannett New Jersey Newspa	Invoice 4995845 - 2023 Meeting	B-2 · Administrative-OE	57.62
	Grainger	Invoice # 9445017966 & 944501	B-19 · Maintenance/Rep	242.46
	Grainger	Invoice # 9465959857 & 946608	B-19 · Maintenance/Rep	233.52
	Grogan, Michael	2022 AEA Conference Stipend	B-28 · Education/Trainin	700.00
	Jesse Szczubielek	2022 SUI Reimbursement	B-11 · Disability Insuran	74.98
	Jilliam Martucci	Mileage/Dental Reimbursement	B-2 · Administrative-OE,	748.68
	Keller Welding	Invoice # 7852	B-19 · Maintenance/Rep	1,579.33
	Keller Welding	Invoice # 2492	B-19 · Maintenance/Rep	1,050.00
	Keller Welding	Invoice # 2502	B-19 · Maintenance/Rep	1,050.00
	Longo Electrical-Mechanical,	Invoice 072665	B-19 · Maintenance/Rep	700.00
	McMaster-Carr Supply Co.	Invoice 86341415	B-19 · Maintenance/Rep	183.05
	Mine Safety Appliance Co.	Invoice 962681991, 962687188	B-19 · Maintenance/Rep	2,574.34
	Netcong Hardware Co.	August/Sept/October 2022 State	B-18 · Supplies/Chemica	373.80
	New Jersey League of Munic	2022 NJLM Conference	B-2 · Administrative-OE	190.00
	Niussene Oliveira Cleaning Co	Invoice 2203	B-31 · External Services	750.00
	NJ Herald	Invoice # 4956724 - 2023 Meetin	B-2 · Administrative-OE	10.53
	Nusbaum, Stein,Goldstein,Bn	Invoice 32770, 32771	B-3 Legal, B-23	8,457.02
	Office Concepts Group	Invoices 1094445-0 1094890-1	B-13	1,018.97
	One Call Concepts, Inc.	Invoice 2095441	B-2 · Administrative-OE	81.51
	Passaic Valley Sewerage Cor	Invoice 520860 - Liquid Waste A	B-26 · Sludge Disposal	33,787.50
	PCS Pump and Process	Invoice 8808	B-21 · Equipment	18,573.37
	Precision Electric Motor Work	Invoice R144017 - Sulzer Subme	B-21 · Equipment	8,985.00
	PS&S	Invoice # 156153 - General Con	B-5 · Engineer	2,561.25

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	Pumping Service, Inc.	Invoice 1132521	B-19 · Maintenance/Rep	470.40
	Quinn, Shane	PA Driver Abstract	B-2 · Administrative-OE	24.00
	Quinn, Shane	2022 SUI Reimbursement	B-11 · Disability Insuran	74.98
	RingCentral	Invoice CD. 000461587 - Service	B-15 · Telephone	315.94
	Romano, Thomas	2022 AEA Conference Stipend	B-2 · Administrative-OE	700.00
	Russell Reid	Invoice 0006580645 - Sludge H	B-26 · Sludge Disposal	24,935.60
	Saf's Pizza	Invoice 66894 - Finance Commit	B-2 · Administrative-OE	30.00
	Saf's Pizza	Invoice 65618 - Finance Commit	B-2 · Administrative-OE	116.00
	Schilling, James	2022 AEA Conference Stipend	B-10 Dental/Vision, B-2	867.00
	Schwab, Joseph	2022AEA Annual conference	B-2 · Administrative-OE	700.00
	SEM/BDS Stroudsburg Electr	Invoice 6369617, 6369614	B-19 · Maintenance/Rep	554.50
	SEM/BDS Stroudsburg Electr	Invoice 6374582	B-19 · Maintenance/Rep	752.40
	Smart Water Inc.	Invoice 41422	B-31 · External Services	600.00
	State Chemical Solutions	Invoice 902630283 - Customer #	B-18 · Supplies/Chemica	647.90
	Ultimate Security Devices	Invoice AB-35698	B-19 · Maintenance/Rep	56.86
	USA Bluebook	Invoice 109048 & 109022	B-18 · Supplies/Chemica	1,567.16
	USALCO	Invoice 20242338	B-18 · Supplies/Chemica	8,768.00
	USALCO	Invoice 20246105	B-18 · Supplies/Chemica	8,704.00
	Vince Barbato	2022 PAMVC Driver Abstract Re	B-2 · Administrative-OE	12.00
	Water Environment Federatio	2023 Annual Memberships - R. :	B-28 · Education/Trainin	182.00
		TOTAL:		156,148.46
CAPITAL:	Coppola Services, Inc.	Invoice #14 & 15 - Contract 300 - SPLIT-		39,405.19
	PS&S	Invoice # 156151 - Contract 360, 360 IB - Contract 360 H		3,605.00
	PS&S	Invoice # 156154 - Contract 295 295 PSS - Contract 295		1,172.50
	PS&S	Invoice # 156152 - Contract 360 360 PSS - Contract 360		6,723.75
		TOTAL:		50,906.44
ESCROW:	PS&S	Invoice # 155336 - Matrix/Sewer Matrix Mount Olive		1,203.75
		TOTAL:		1,203.75
PAYROLL:	MSA Payroll	Payroll Processing 09.30.2022	B-1, B-14	32,045.76
	MSA Payroll	Payroll Processing 10.14.2022	B-1, B-14	36,322.90
		TOTAL:		68,368.66
RENEWAL & REPLACEMENT:	PCS Pump and Process	Invoice 8804	B-30	38,145.00
		TOTAL:		38,145.00

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ONLINE & MANUAL PYMTS:	Direct Energy	Confirm # 2345065	B-16 · Electric	22,099.50
	JCP&L	Confirm # 91658912	B-16 · Electric	5,233.89
	Local 32	Union Dues 09.01.22-09.30.22	Union Dues	351.00
	Lowe's	Ref # 2209921231	B-19 · Maintenance/Rep	234.85
	NJ American Water	Confirm # 782404109	B-31 · External Services	2,552.58
	NJ Division of Pensions & Ben	Reference # 27070662	Accounts Payable - Pen	4,371.92
	NJSHBP	Reference 27741604	B-10 · Hosp	16,922.02
	Primepoint	Invoice 533474 - 09.30.2022	B-31 · External Services	33.00
	Primepoint	Invoice 536510 - 10.14.2022	B-31 · External Services	47.75
	Shell/WEX	Confirmation # 816910242022	B-17 · Propane/Fuel Oil	501.69
	UNUM	Billing # 00590899-0001 - Cover	B-11 · Disability Insuran	1,619.97
	VALIC	Confirmation 240587	Accrued Payroll Liabiliti	500.00
	VALIC	Confirmation 242752	Accrued Payroll Liabiliti	500.00
	Verizon Wireless	Account # 3849-00001 - Meter C	B-15 · Telephone	329.26
	Verizon Wireless	Account # 3849-00001 - Meter C	B-15 · Telephone	329.22
		TOTAL:		55,626.65

The following **correspondence** for October 2022 was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. McNeilly 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

• **Correspondence:**

- A. State of NJ - DEP: NJ Ibank Payment Requestion No. S340384-09-SC-21 – Project No. S340384-09 (CLP)
- B. PS&S: Environmental Planning Document for Service Building HVAC/Roof replacement & Additional Roof Replacements
- C. Township of Mount Olive Planning Board: JAS Group Enterprise, Inc. - 28 & 30 Continental Drive FTZ-4, G,I,P Zones preliminary and final major subdivision and site plan review and approval.
- D. Michael Pucilowski: Resignation letter to MSA Board
- E. NJ Ibank: Construction Loan Accrued Interest Monthly Statement 09.30.2022

Comments:

- C: Chairman Rattner stated that it is expected to be between 300,000-400,000 gallons
 - Chairman Rattner advised of the exact location of this project.
 - Mr. McNeilly advised they are actively working on the residential end of this project.
 - Mr. McNeilly and Mr. Schwab discussed the permissions consent that would be required in order to proceed
- Mr. Schilling asked if the flow would be coming down International Drive in the Mount Olive Meter Chamber?
 - Chairman Rattner stated he hasn't seen anything yet.
 - Mr. Schilling advised he was on site with the developer for Matrix Development today regarding the commercial warehouse. We have not seen anything from the TWA as of now. The MSA has no visibility as to what the member towns are promising.

Monthly Reports:

The Director's Report for the month of October 2022 and Maintenance and Repairs and Flow Data for September, 2022 was accepted on a motion offered by Mr. Romano 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	Aye
Mr. Grogan	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Schilling advised that earlier in the week there was an Annual EJIF inspection, MSA scored 99 out of 100.
- Mr. Schilling advised that Counsel and the Engineer have been meeting with Matrix Development regarding their project because the Regional PS#1: 12- and 14-inch mains flow through the proposed project area. Currently working with the developer, the 12 inch is from 1967 with no drawing available, the 14 inch is from 1989.
 - Mr. Pucilowski asked if there are any manholes
 - Mr. Schilling responded that they are ARV's based on the drawings, we have engaged Suburban Consulting for a maximum of \$2500.00 and working with PS&S to help locate the mains. The developer has initiated a soft dig and as of 11am today they had located the 12-inch main.
 - Chairman Rattner verified that this is our line and if there is an easement. Mr. Schilling deferred to Mr. Wancho, PE.
 - Mr. Wancho, PE advised that there is a document on file from 1990, after the 14-inch line was installed, it appears that the 12-inch line was vacated which would mean the line was intended to be moved however that does not appear to be the case, still attempting to confirm that the 12 inch is in the easement. The lines are steel.

- Mr. Schilling advised that we are using metal detectors, GIS, soft dig and VAC truck.

***Inaudible**

- Mr. Wancho advised that the drawings for the 14-inch force main show the 12-inch force main.
- Mr. Cangiano asked if once we locate the mains, can we get the easement.
 - Mr. Wancho, PE stated that it is possible that we may be able to have them move the 12-inch line into the 14-inch line easement. Their plan right now is to put a road on top of the line.
 - Mr. Cangiano asked if they have received any approvals as of yet. Mr. Wancho, PE advised no. Mr. Cangiano stated that we can then get an easement
 - Mr. Wancho, PE advised that the lines were put in steel casings which leads them to believe they did not want anyone driving over the lines.
- Mr. Dwyer, Esq. suggested we ask the developer for the title report.
- Mr. Pucilowski asked Mr. Schilling about the PFAS survey not being completed.
 - Mr. Schilling advised that based on previous conversations with The Board and the directive was not to participate.
- Mr. Pucilowski asked about the calibration record from Mount Olive not being received.
 - Mr. Schilling advised that he requests it every year. Mr. Pucilowski advised that he will stop in and remind them
 - Mr. Schilling advised that it is required to calibrate annually, MSA calibrates semi-annually.
- Mr. Pucilowski asked about the AEA Meeting if there was anything to share.
 - Mr. Schilling advised that there was discussion of the Flood Plain.
 - AEA is contracting a lab to do PFAS testing should we want to participate.
- Mr. Pucilowski asked for clarification on Ultrasonic Transducer installed at Secondary Clarifier 3 & 4
 - Mr. Schilling responded that this technology is typically used in water tanks, ponds, lagoons more still water areas. SC3 was taken down, cleaned, power washed and the equipment was installed, we should see results in a few months.
 - Mr. Pucilowski asked about covering the tanks. Mr. Schilling advised that it is the best way however it is the most expensive way. Additionally, maintenance is not able to see, hear, smell necessary things if the tanks are covered. Mr. Schilling further advised the cost was \$7500.00 and he expected to purchase two more in the spring if this works as expected.

The Engineer's Report for the month of October, 2022 was accepted on a motion offered by Mr. Pucilowski, seconded by Mr. Still 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Pucilowski inquired about the smoke detectors malfunctions
 - Mr. Wancho, P.E. advised that the moisture and humidity in the building are causing the malfunction. The sole purpose of these devices was to activate the fan if smoke was detected, the chance of smoke the building is remote and since they are not required under code – it was determined to just remove them.

New Business:

Comments:

- Mr. Pucilowski recommended entering closed session before moving to the Resolutions in New Business
 - It was determined by The Board to move Resolutions 22-42 and 22-43 following closed session.

Resolution No. 22-44 was offered on a motion by Mr. Pucilowski 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- None

Resolution No. 22-45 was offered on a motion by Mr. Still 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	No
Mr. Grogan	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	No	Mr. Sylvester	Yes

*See attached resolution

Comments:

- None

Resolution No. 22-46 was offered on a motion by Mr. Romano 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- Mr. Schwab stated that we are looking at substantial increases for 2023, although there is a decrease in debt service there will still be an overall increase in operating of 10.5%. Sludge, electricity and hospitalization are large increases. The finance committee determined that there will not be a 2021 budget surplus will not be refunded in 2022 but will be credited to the 2023 budget which will reduce the 2023 increase to 4.7% verses 10.5%. Mr. Schwab further stated that this will be a future practice going forward.
- Chairman Rattner stated that the goal was to keep things as steady as possible with the uprising costs.
- Mr. Schwab stated that if prices do in fact skyrocket that the Auditor advised that the MSA can pull from the reserves if absolutely necessary to avoid going back to the member towns.
- Mr. Pucilowski asked if we should not proceed with any Capital Projects.
 - Mr. Schilling advised that Capital Reserves is currently at \$1.6 million.
- Mr. Schilling stated that we have electricity locked in until May. Sludge has a substantial increase.

- Mr. Pucilowski asked if we can incorporate a fuel adjustment. Mr. Schwab advised that would be a question for the QPA
 - Mr. Schilling advised that the QPA prepared the bid spec. Mr. Schwab advised that we had this discussion previously and its not really allowable.
- Mr. Sylvester asked Mr. Schilling to forward the increase numbers to The Board.

Resolution No. 22-47 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- Mr. Pucilowski asked if a resolution is needed when we do a Capital Project
 - Mr. Schilling advised that in each year's budget, there is a capital budget that goes to the DCA this consists of capital projects, debt service etc. this outlines what we will do that year and for five years out. Annually we send a capital plan amendment which explains what projects were done that year – what we did or did not do.
 - Mr. Pucilowski confirmed that we are advising the DCA if we did or did not do projects we expected to.

Resolution No. 22-48 was offered on a motion by Mr. Still 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- None

Old Business:

Comments:

- None

Closed Session:

Entered Closed Session on a motion made by Mr. Sylvester, seconded by Mr. Cangiano at 08:30pm 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Pucilowski stated that will be taking some action following Closed Session.

Open Session:

Entered Open Session on a motion made by Mr. Romano, seconded by Mr. Schwab at 09:06pm 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Absent	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- None

Resolution No. 22-42 was offered on a motion by Mr. Romano seconded by Mr. Schwab and the affirmative all-in favor of members present. Roll Call Vote:

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

*See attached resolution

Comments:

- None

Resolution No. 22-43 was offered on a motion by Mr. McNeilly 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	Absent	Mr. Schindelar	Absent
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Absent	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- None

Adjournment:

Motion made by Mr. Romano, seconded by Mr. Schindelar at 09:09pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 09:09pm. All In Favor Vote:

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

Respectfully Submitted:
Jilliam Martucci - Administrative Assistant

RESOLUTION NO. 22-42

Resolution of the Musconetcong Sewerage Authority
Authorizing a Retroactive Salary Increase for Director
James Schilling for Performance During Calendar Year 2021

WHEREAS, James Schilling, (hereinafter "Employee"), having been employed by the Musconetcong Sewerage Authority (hereinafter the "Authority") as Director during the calendar year 2021; and

WHEREAS, the Authority having conducted a performance review for services rendered by Employee during 2021; and

WHEREAS, having conducted such review the Authority has determined to increase the Employee's annual salary retroactively effective January 1, 2022;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the yearly salary for Employee shall be changed as follows:

Increased by two (2%) percent effective January 1, 2022 for performance during calendar year 2021; and it is

FURTHER RESOLVED, that the Authority authorizes the payment of the above increase to the Employee, less any applicable deductions for payroll taxes or otherwise; and be it

FURTHER RESOLVED, that this payment of compensation has been authorized by the Commissioners of the Authority as a result of the Employee's performance during calendar year 2021 and no promises or representations are made of similar increases in the future.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

Dated: October 27, 2022

RESOLUTION NO. 22-43

Resolution of the Musconetcong Sewerage Authority
Authorizing a Retroactive Salary Increase for Employee
Jilliam Martucci for Performance During Calendar Year 2021

WHEREAS, Jilliam Martucci, (hereinafter "Employee"), having been employed by the Musconetcong Sewerage Authority (hereinafter the "Authority") as an administrative assistant during the calendar year 2021; and

WHEREAS, the Authority having conducted a performance review for services rendered by Employee during 2021; and

WHEREAS, having conducted such review the Authority has determined to increase the Employee's annual salary retroactively effective January 1, 2022;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the yearly salary for Employee shall be changed as follows:

Increased by two (2%) percent effective January 1, 2022 for performance during calendar year 2021; and it is

FURTHER RESOLVED, that the Authority authorizes the payment of the above increase to the Employee, less any applicable deductions for payroll taxes or otherwise, and be it

FURTHER RESOLVED, that this payment of compensation has been authorized by the Commissioners of the Authority as a result of the Employee's performance during calendar year 2021 and no promises or representations are made of similar increases in the future.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

Dated: October 27, 2022

RESOLUTION NO. 22-44

Resolution of the Musconetcong Sewerage Authority
Authorizing the Director to Receive Sealed Proposals for
Contract SH-23 to Pump and Transport Sludge from the
Musconetcong Sewerage Treatment Plant to the Passaic Valley Sewer Authority treatment facility
located at 600 Wilson Avenue, Newark, NJ

WHEREAS, a need exists to pump sewage sludge from Musconetcong Sewerage Authority (hereinafter "MSA") sewage treatment plant on a periodic basis and transport and unload the sludge in compliance with all appropriate regulations to the Passaic Valley Sewerage Authority treatment facility located at 600 Wilson Avenue, Newark, New Jersey; and

WHEREAS, funds are available for said Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to receive sealed proposals for Contract SH-23, on a date to be determined and set forth in the bid specifications at the office of the Authority's Water Pollution Control Facility, located at 110 Continental Drive, Budd Lake, New Jersey. At that time and place, the sealed bids will be opened publicly and read aloud.

Copies of the Contract Specifications are on file at the Office of the Musconetcong Sewerage Authority at the Water Pollution Control Facility, 110 Continental Drive, Budd Lake, New Jersey. The Contract Specifications may be obtained by contacting the Authority's Office at 973-347-1525.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

Dated: October 27, 2022

RESOLUTION NO. 22-45

**Resolution of the Musconetcong Sewerage Authority Authorizing Payment
of a Stipend for Attendance at Wastewater Treatment Conferences**

WHEREAS, the Musconetcong Sewerage Authority ("MSA") recognizes the value of attendance at conventions focusing on the wastewater treatment industry which provide opportunity for continuing education as well as the exchange of ideas and information with others working in the field; and

WHEREAS, the MSA wishes to promote attendance at such conventions by the Commissioners and designated employees;

NOW THEREFORE IT IS HEREBY RESOLVED:

1. In order to promote attendance by Commissioners and certain designated employees at wastewater conferences sponsored by the Association of Environmental Authorities and other similar groups, the MSA hereby authorizes payment of a stipend in the amount of \$700 to be paid to those who attend in order to defray the cost of attendance.

DATED: OCTOBER 27, 2022


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

RESOLUTION NO. 22-46

RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY APPROVING THE BUDGET Fiscal Year: January 1, 2023 to December 31, 2023

WHEREAS, the Annual Budget for the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2023 and ending December 31, 2023 has been presented for approval before the governing body of the Musconetcong Sewerage Authority at its open public meeting of October 27, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,480,000.00, Total Appropriations including any Accumulated Deficit, if any, of \$4,599,889.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$119,889.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,760,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$300,000.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves as may be required by law, regulations or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program pursuant to N.J.A.C. §5:31-2 does not confer any authorization to raise or expend funds, rather it is a document to be used as part of the Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of Musconetcong Sewerage Authority, at an open public meeting held on October 27, 2022 that the Annual Budget, including all the related schedules, and the Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2023 and ending, December 31, 2023 is hereby approved and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in its outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Musconetcong Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 15, 2022.


Joseph Schwab, Secretary-Treasurer

10-27-2022
(Date)

RECORDED VOTE ON THE FOLLOWING PAGE

Commissioner	Motion	Second	Aye	Nay	Abstain	Absent
James Benson						<input checked="" type="checkbox"/>
Andrew Cangiano		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Michael Grogan			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Brian McNeilly			<input checked="" type="checkbox"/>			
Melanie Michetti			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
Michael Pucilowski			<input checked="" type="checkbox"/>			
Steve Rattner			<input checked="" type="checkbox"/>			
Chairman			<input checked="" type="checkbox"/>			
Thomas Romano	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Richard Schindelar						<input checked="" type="checkbox"/>
Joseph Schwab			<input checked="" type="checkbox"/>			
Elmer Still			<input checked="" type="checkbox"/>			
John Sylvester			<input checked="" type="checkbox"/>			
Vice-Chairman						

MUSCONETCONG SEWERAGE AUTHORITY

RESOLUTION NO. 22-47

2021 Audit Certification

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2021 has been completed and filed with the Director of the Division of Local Government Services pursuant to J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Musconetcong Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2021, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION ADOPTED AT A MEETING HELD ON October 27, 2022.


JOSEPH SCHWAB, Secretary-Treasurer

10-27-2022
Date

LOCAL AUTHORITIES GROUP AFFIDAVIT FORM
PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Musconetcong Sewerage Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

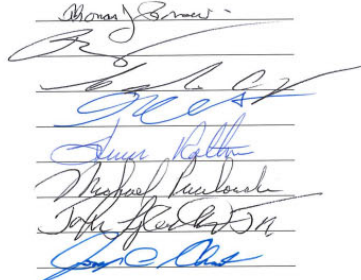
1. We are duly appointed members of the Musconetcong Sewerage Authority.

2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2021 and specifically the sections of the audit report entitled "General Comments" and "Recommendations"

(Print)

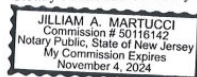
(Signature)

THOMAS J. ROMANO
BRIAN MCWELLY
ANDREW CANIGIANO
Elena Stille
STEVEN PATNER
MICHAEL PUCILOWSKI
JOAN SYLVESTER JR.
JOSEPH A. SCHWAB



Sworn to and subscribed before me
this 27 day of October 2022


Notary Public of New Jersey



RESOLUTION NO. 22-48

RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY ADOPTING A
CORRECTIVE ACTION PLAN BASED ON THE 2021 AUDIT

WHEREAS, by Resolution the Commissioners of the Musconetcong Sewerage Authority have certified that they have received the 2021 annual audit and have personally reviewed the audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A: 5A-1 7; and

WHEREAS, the Audit includes Comments and Recommendations requiring action by the Authority; and

WHEREAS, N.J.A.C. 5:3 1-7.6(i) requires a "corrective action plan, in the form of a resolution, to be adopted by the members of the governing body with respect to Comments and Recommendations made in the audit, shall be filed forthwith the Division within 45 days of receipt of the annual audit"; and

WHEREAS, a corrective action plan addressing these Comments and Recommendations has been prepared by the Authority; and

WHEREAS, the Commissioners of the Authority have reviewed this 2021 Corrective Action Plan (attached hereto).

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Musconetcong Sewerage Authority the following:

1. The Commissioners hereby approve and adopt the 2021 Corrective Action Plan.
2. The Secretary of the Authority is hereby directed to promptly submit to the Director of the Division of Local Government Services the Corrective Action Plan, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Musconetcong Sewerage Authority upon a roll call of all Commissioners of the Authority eligible to vote at the meeting held on October 27, 2022.


JOSEPH SCHWAB, Secretary-Treasurer

CORRECTIVE ACTION PLAN

Name of Authority: Musconetcong Sewerage Authority
County: Morris
Audit Year Ending: 12/31/21
Contact Person: James Schilling, Executive Director
Telephone Number: (973) 347-1525

Finding 2021-001

Description: The Authority has not established an accounting system that records additions, deletions and depreciation to the property, plant and equipment control account.
Corrective Action: The Authority will work with its auditor and such other professionals as needed to develop a system that records additions, deletions and depreciation to the property, plant and equipment control accounts.
Implementation: Immediately

Finding 2021-002

Description: Capital expenditures were made without a budgetary capital line item.
Corrective Action: Management acknowledges this finding and will amend their capital budget accordingly in future periods, as needed.
Implementation: Immediately.