

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
October 28, 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, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still

Members Absent: James Benson, Jack Sylvester

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

Date/Time Call to Order: Thursday October 28, 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	Present	Present	Present	Present	Present	Present	Present	Present	Absent
Regular Meeting Minutes: September 23, 2021 ROLL CALL	Absent	Aye	Aye	Abstain	Second Aye	Aye	Aye	Abstain	Abstain	Motion Aye	Aye	Absent
2021 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Second Yes	Yes	Yes	Absent
September 30, 2021 Balance Sheet ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Second Yes	Yes	Yes	Absent
Pending Vouchers; October 21, 2021 ROLL CALL	Absent	Yes	Yes	Second Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Absent
Correspondence All IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye	Aye	Absent
Directors Report, Maintenance & Repairs October, 2021 Flow Data - September, 2021	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Absent
Engineers Report-September, 2021 ALL IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Aye	Absent
New Business:												
Resolution # 21-44 ROLL CALL	Absent	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Absent
Old Business:												
Closed Session: 08:05 pm All IN FAVOR	Absent	Second Aye	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Aye	Absent
Open Session: 08:09 pm All IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Aye	Motion Aye	Aye	Aye	Aye	Absent
Adjournment: 08:10 pm All IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Absent

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of September 23, 2021 accepted on a motion offered by Mr. Schwab, 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. 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	Absent

Comments:

- None

Financial Reports – 2021

12:24 PM

10/19/21

Accrual Basis

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

	Jan - Sep 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				
69900 · Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 · Administrative S&W	114,942.88	165,598.00	-50,655.12	69.4%
B-14 · Operating S&W	472,454.47	668,000.00	-195,545.53	70.7%
Total Personnel Services	587,397.35	833,598.00	-246,200.65	70.5%
Employee Benefits				
B-9 · Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 · Social Security	43,680.35	65,500.00	-21,819.65	66.7%
B-10 · Hosp				
Dental/Vision	734.13			
Hospitalization	1,200.00	200,000.00	-198,800.00	58.2%
B-10 · Hosp - Other	116,345.93			
Total B-10 · Hosp	118,280.06	200,000.00	-81,719.94	59.1%
B-11 · Disability Insurance	7,497.80	10,000.00	-2,502.20	75.0%
B-6 · Unemployment	5,369.45	7,000.00	-1,630.55	76.7%
Total Employee Benefits	271,170.74	387,500.00	-116,329.26	70.0%
Administration Expenses				
B-2 · Administrative-OE	13,825.00	40,000.00	-26,175.00	34.6%
Total Administration Expenses	13,825.00	40,000.00	-26,175.00	34.6%
Operations and Maintenance				
B-3 · Legal	21,508.98	35,000.00	-13,491.02	61.5%
B-4 · Audit	10,277.50	20,000.00	-9,722.50	51.4%
B-5 · Engineer	36,677.20	30,000.00	6,677.20	122.3%
B-15 · Telephone	10,225.59	20,000.00	-9,774.41	51.1%
B-16 · Electric	245,564.91	482,500.00	-236,935.09	50.9%
B-17 · Propane/Fuel Oil	19,875.53	29,000.00	-9,124.47	68.5%
B-18 · Supplies/Chemicals	162,430.91	200,000.00	-37,569.09	81.2%
B-27 · Laboratory Supplies	3,857.09	12,000.00	-8,142.91	32.1%
B-13 · Office	19,502.40	30,000.00	-10,497.60	65.0%
B-31 · External Services	32,486.51	70,000.00	-37,513.49	48.4%
B-28 · Education/Training	7,344.79	20,000.00	-12,655.21	36.7%
B-25 · Laboratory Fees	5,337.65	30,000.00	-24,662.35	17.8%
B-19 · Maintenance/Repairs	163,996.75	200,000.00	-36,003.25	82.0%
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	18,589.74	25,000.00	-6,410.26	74.3%
B-21 · Equipment	59,052.33	70,000.00	-10,947.67	84.4%
B-26 · Sludge Disposal	572,269.69	720,000.00	-147,730.31	79.5%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,538,781.57	2,173,500.00	-634,718.43	70.8%
Debt Service				
Debt Svs - Principal Payment	419,166.59			
Debt Svs - Interest Payment	371,853.68	723,513.00	-723,513.00	0.0%
Debt Service - Other	0.00			
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	3,440,445.68	4,558,111.00	-1,117,665.32	75.5%
Net Ordinary Income	1,060,096.91	-4,558,111.00	5,618,207.91	-23.3%
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	1,066,562.86	-4,558,111.00	5,624,673.86	-23.4%

12:23 PM
 10/19/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of September 30, 2021

	Sep 30, 21
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,667,534.00
PR 3717 · Payroll Account TD - 3717	-4,368.10
CI 5030 · Capital Improvement TD - 5030	1,621,274.95
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	3,769,580.14
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	6,860,195.13
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	31,065,484.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-44,078.68
Total Accounts Payable	-44,078.68
Other Current Liabilities	
NJIB Note Payable	7,716,708.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-450.00
PERS - Contributions	64,253.47
PERS - Loans	73,708.77
PERS - Insurance	9,688.85
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	98,787.22
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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 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of September 30, 2021

	Sep 30, 21
Compensated Absenses Payable	61,681.72
Accrued Interest Payable	24,811.48
Accounts Payable - Pension	9,793.57
Accrued Liabilities	47,771.68
Total Other Current Liabilities	7,969,787.16
Total Current Liabilities	7,925,708.48
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	12,467,028.86
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	76,931.52
295 IHC · Contract 295 TT - IHC	621,854.29
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	698,889.81
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	12,564.88
300 Cop · Contract 300 Infl Scr - Coppola	553,068.54
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	567,301.42
AS · Air Sampling	9,629.09
350 · Contract 350 - PCSIU	2,248.75
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm	1,460.92
Telecommunications Project	4,760.00
305 · Contract 305 NJIB Application	2,778.82
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	380,113.47
Total B-29 Capital Improvements	1,812,640.09
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	650,662.83
Total B-30 Renewal and Replacement	679,696.50
Operations	50,000.00
Total Restricted	2,621,588.59

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10/19/21
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of September 30, 2021

	Sep 30, 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	738,326.79
Total Equity	18,598,456.07
TOTAL LIABILITIES & EQUITY	31,065,484.93

The **Pending Vouchers** through October 21, 2021 were approved for payment on a motion offered by Mr. Schindelar, seconded by Mr. McNeilly 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	Absent

Comments:

- None

PENDING VOUCHERS

**Musconetcong Sewerage Authority
Through October 20, 2021**

<u>OPERATING:</u>	Alfred DeFelice	2021 SUI Reimburseme B-11 · Disability Insuranc	98.80
	Allen, Scott	2021 SUI Reimburseme B-11 · Disability Insuranc	135.47
	American Wear	Uniform Service 09.21.2 B-31 · External Services	756.54
	Aqua Pro-Tech Laboratories	Invoice 1080276M 08.0 B-25 · Laboratory Fees	2,322.65
	ASAP Container Services, LLC	Invoice 5157921 - 09.21 B-26 · Sludge Disposal	5,037.50
	Barbato, Nicholas	2021 SUI Reimburseme B-11 · Disability Insuranc	166.70
	Barbato, Nicholas	Vision Reimbursement · B-10 Hospitalization, Uni	942.67
	Bio Triad Environmental, Inc.	Invoice 7855 Vapor DO B-18 · Supplies/Chemical	7,980.00
	Blue Diamond Disposal, Inc.	Invoice 611208 - Month B-31 · External Services	367.37
	Business Machine Technologie	Invoice 2362779, 23627 B-31 · External Services	4,794.00
	Business Machine Technologie	07/2021 Re-Issue/Check B-31 · External Services	647.00
	Business Machine Technologie	Invoice 2362969 & 236 B-31 · External Services	764.00
	Cintas First Aid & Safety	Invoice 5079163715 - Fi B-31 · External Services	132.43
	Classic Bagel & Deli	Order # 0284 B-28 · Education/Training	25.30
	Cleary Giacobbe Alfieri Jacobs	Invoice 98766 - August B-3 · Legal	35.00
	Cleary Giacobbe Alfieri Jacobs	Invoice 99589 - Septem B-3 · Legal	367.50
	Colabella, Robert	2021 SUI Reimburseme B-11 · Disability Insuranc	135.47
	DeFazio, Keith	2021 SUI Reimburseme B-11 · Disability Insuranc	132.71
	Dell EMC	Invoice 30000095215 B-21 · Equipment	1,174.01
	Dell EMC	Invoice 300001019621 B-21 · Equipment	669.45
	EcoMaids	Sanitation Cleaning & Fr B-31 · External Services	835.00
	EcoMaids	Sanitation Cleaning & Fr B-31 · External Services	1,095.00
	ERA	Invoice 982978 B-25 · Laboratory Fees	222.39
	Fisher Scientific	Invoice 2711595,11569 B-27 Laboratory Supplies	511.74
	Gannett New Jersey Newspaper	Invoice 4892737 & 493 B-2 Administrative OE	208.46
	Grainger	Invoice 9041340473 B-18 · Supplies/Chemical	82.41
	Grainger	Invoice # 806934055 B-18 · Supplies/Chemical	49.76
	JCP&L	Invoice # 95009278421 B-16 · Electric	4,752.76
	JCP&L	Invoice # 95009321558 B-16 · Electric	4,746.11
	Jilliam Martucci	October Mileage Bank I B-2 Administrative OE	21.39
	Lowe's Companies, Inc.	Account # 9900231068 B-19 · Maintenance/Rep:	370.49
	Main Pool & Chemical Compar	Invoice 2190709, 2191 B-18 · Supplies/Chemical	12,979.90
	McMaster-Carr Supply Co.	Invoice 65488980 B-19 · Maintenance/Rep:	177.04
	Netcong Hardware Co.	Invoice A283073 B-18 · Supplies/Chemical	42.26
	Netcong Hardware Co.	Invoice A283632 B-18 · Supplies/Chemical	18.84
	Netcong Hardware Co.	Invoice B185790 B-18 · Supplies/Chemical	1.35
	NJ American Water Co.	Account # 1018-21002 B-31 · External Services	784.15
	Nusbaum, Stein,Goldstein,Bro	Invoice 717 B-3 · Legal	2,263.66
	Office Concepts Group	Invoice 1033748-0, 103 B-13 · Office	903.03
	Office Concepts Group	Invoice 996236-1, 1025 B-13 · Office	339.72
	Office Concepts Group	Invoice 1036352-2, 103 B-13 · Office	706.94
	Office Concepts Group	Invoice 1033748-1 - Bac B-13 · Office	338.00
	One Call Concepts, Inc.	Invoice 1095433 - 09/2 B-2 · Administrative-OE	52.91
	Passaic Valley Sewerage Comm	Invoice 519582 - Liquid B-26 · Sludge Disposal	49,665.00
	PS&S	Invoice 148536 - Gener B-5 · Engineer	4,883.09
	Quadient	Invoice # 58766697 - Pc B-13 · Office	86.25
	Quinn, Shane	2021 SUI Reimburseme B-1 · Administrative-S&V	98.80
	Rapid Pump & Meter Service	Invoice RSRI63054 B-30 Renewal and Replac	9,975.00
	Raritan Group, Branch 100	Invoice 3093567 B-19 · Maintenance/Rep:	3,010.40

	RingCentral	Invoice CD_000297496 B-15 · Telephone	315.13
	RingCentral	Invoice CD_000310990 B-15 · Telephone	314.08
	Russell Reid	Invoice 0006311394 - Sl B-26 · Sludge Disposal	36,752.10
	Schilling, James	2021 SUI Reimburseme B-11 · Disability Insuranc	216.07
	Schilling, James	10/2021 - Mileage Reir B-2 · Administrative-OE	190.11
	Smart Water Inc.	Incoice 41026 NJDEP Q1 B-31 · External Services	600.00
	State Chemical Solutions	Invoice 902182883 & 9(B-18 · Supplies/Chemical	969.56
	State of New Jersey (DOL)	Year End: 12.2020 - EIN B-6 · Unemployment	122.15
	Times Herald Record	Invoice 11023337 & 10: B-2 · Administrative-OE	159.90
	USA Bluebook	Invoice 723039 B-19 · Maintenance/Rep:	62.63
	USA Bluebook	Invoice 739104 B-19 · Maintenance/Rep:	531.28
	USA Bluebook	Invoice 736877 B-19 · Maintenance/Rep:	374.23
	USALCO	Invoice 20206059 B-18 · Supplies/Chemical	6,800.60
	UV Doctor, LLC	Invoice 14748 B-19 · Maintenance/Rep:	2,448.00
	Vince Barbato	2021 SUI Reimburseme B-11 · Disability Insuranc	135.47
	Water Environment Federatio	2021 Annual Membersf B-28 · Education/Training	<u>182.00</u>
		TOTAL:	176,079.73
<u>ESCROW:</u>	PS&S	Invoice 148517 - Adler \ 271 KH · 271 Kings Hwy -	<u>671.25</u>
		TOTAL:	671.25
<u>CAPITAL:</u>	Coppola Services, Inc.	Invoice #7 - Contract 3C 300 Cop · Contract 300 I	98,176.40
	Iron Hills Construction, Inc.	Invoice 13 - Contract 29 295 IHC · Contract 295 T	40,180.00
	PS&S	Invoice 148519 - Air Mc AS · Air Sampling	1,552.50
	PS&S	Invoice 148518 - Contra 305 · Contract 305 NJIB /	885.00
	PS&S	Invoice 148516 - Contra 300 Cop · Contract 300 I	8,382.50
	PS&S	Invoice 148515 - Contra 295 IHC · Contract 295 T	19,731.14
	Pumping Service, Inc.	Invoice 1125623 - B-29 · Capital Improveme	<u>14,033.70</u>
		TOTAL:	182,941.24
<u>PAYROLL:</u>	MSA Payroll	Waiver 10.01.21 B-1, B-14	3,949.42
	MSA Payroll	Regular/Free Ride Payrc B-1, B-14	29,516.51
	MSA Payroll	Regular Payroll 10.15.2: B-1, B-14	<u>29,545.34</u>
		TOTAL:	63,011.27
<u>ONLINE & MANUAL CKS:</u>	Verizon	Confirmation 15818091 B-15 Telephone	658.44
	Shell/Wex	Invoice # 73861400 B-17 Propane/Fuel	406.41
	UNUM	Billing # 0590889-001 2 B-11 Disability Insurance	1,179.55
	Primepoint	Payroll Processing 09.3(B-31 External Services	20.25
	Primepoint	Payroll Processing 10.0: B-31 External Services	45.54
	NJ Division of Pensions & Bene	Confirm # 27740739 - N Accounts Payable: Pensic	4,466.44
	Altice	Confirmation # 290110(B-15 Telephone/Internet	339.89
	NJSHBP	Confirmation # 277403· B-10 Hospitalization	20,856.33
	JCP&L	Confirmation # 100106: B-16 Electric	4,354.24
	Direct Energy	Confirmation # 197338: B-16 Electric	10,994.59
	Primepoint	Payroll Processing 10.1! B-31 External Services	30.38
	VALIC	Confirmation # 201636 Acccrued Payroll Liabiliti	<u>500.00</u>
		TOTAL:	43,852.06
<u>RENEWAL & REPLACEMENT:</u>		TOTAL:	0.00

The following **correspondence** for the October, 2021 was received and filed on a motion offered by Mr. Schwab, 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	Absent

Correspondence:

- A. NJ IBank Approval: Requisition No. S340384-09-SC-10, Project No. S340384-09 (CLP)
- B. New Jersey Herald: Affidavit of Publication, 2022 MSA Board Meeting Schedule
- C. Daily Record: Affidavit of Publication, 2022 MSA Board Meeting Schedule
- D. NJ Department of Labor: Appeal Tribunal, Appeal Dismissal for Susan M. Grebe
- E. NJDEP, Division of Air Quality, Bureau of Sanitary Sources: Musconetcong Water Pollution Control Facility, PI83115, PCP210001
- F. Association of Environmental Authorities: Anti-Ratepayer Bill S3637
- G. PS&S: Odor Management Plan Response, NJPDES Permit No. NJ0023663, PI ID # 83115, Air PCP #: 210001

Comments:

- Chairman Rattner stated the E and G would be discussed in the Engineer’s Report
- Discussions regrading Correspondence F, no action taken

Monthly Reports:

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

Comments:

- Mr. Pucilowski asked for an update on the Engineer Committee Meeting discussions
- Mr. Schilling advised that DEP was on site today for annual inspection, very good meeting, toured the facility, took an Effluent sample and tested – all seemed good.
- Mr. Schilling also advised he had a meeting with the Professionals today discussed NJ IBank closing process.
- Mr. McNeilly asked if the water meter replacement in Byram has a date.
 - Mr. Schilling advised that the MSA cannot take any action as it not an MSA asset.
 - Chairman Rattner asked if we can implement a procedure requiring a seven-day response
 - Mrs. Michetti asked what the service agreement states.
 - Mr. Dwyer, Esq. stated that we can certainly adopt a resolution.
 - Multiple discussions
- Engineer Committee meeting - discussed the Capital Improvement, ongoing projects, short- and long-term financial strategies, some of the big ticket items the roofing issues and HVAC project. Mr. Schilling advised that he and Mr. Wancho, PE have another meeting scheduled.

New Business:

- Chairman Rattner moved the discussion of the 2022 Proposed Budget up on the agenda, forward any comments to Finance Committee, James or Jilliam.
 - Chairman reviewed the figures on the Proposed Budget as far as proposed expenses.
 - Mr. Schilling advised that the orange highlighted lines are the increases.
 - Mr. Schwab advised that there would be an overall increase of 1.19%.
 - Mrs. Michetti asked if the Debt Services amount includes the close out of the two current projects.
 - Mr. Schilling advised that after meeting with the Finance Committee today it is believed that we will fall into the November 2022 pool which will put us in the February 2023 repayment schedule. 2007 & 2002 retire August 2022
 - Mrs. Michetti request the annual charges for Township budget purposes
- Tom Carroll, QPA dismissed 7:58pm.

The Engineer’s Report for the month of October, 2021 was accepted on a motion offered by Mr. Schindelar, seconded by Mr. McNeilly 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	Absent

Comments:

- Mr. Wancho, PE stated that they have responded to the DEP Odor Management Plan, a meeting has been requested.
 - Chairman Rattner brought to the attention of the Board that the DEP letter was signed by a trainee.
- Mr. Wancho, PE dismissed 08:02pm.

New Business:

Resolution No. 21-44 was offered on a motion by Mr. McNeilly 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	Yes	Mr. Schindelar	Yes
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Absent

*See attached resolution

Comments:

- None

Old Business:

Comments:

- Mr. Schwab requested a copy of the Fire Marshall response letter.
 - Mr. Schilling advised this was part of the September meeting correspondence and that there has been no further communication on this matter.

Closed Session:

Entered Closed Session on a motion made by Mr. Schindelar, seconded by Mr. Cangiano at 08:05pm 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	Absent

Open Session:

Entered Open Session on a motion made by Mr. Romano, seconded by Mr. McNeilly at 08:09pm 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	Absent

Comments:

- None

Adjournment:

Motion made by Mr. Still, seconded by Mr. McNeilly at 08:10pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:10pm. 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	Absent

Respectfully Submitted:
Jilliam Martucci - Administrative Assistant

RESOLUTION NO. 21- 44

Resolution of the Musconetcong Sewerage Authority
Authorizing the Director to Receive Sealed Bids for
Contract PC-22 to Supply Polyaluminum Chloride Solution

WHEREAS, a need exists for Polyaluminum Chloride Solution to treat wastewater at the Musconetcong Sewerage Authority (hereinafter "MSA") sewage treatment plant on a periodic basis;
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 PC-22, as soon as commercially reasonable, at the office of the Authority's Water Pollution Control Facility, located at 110 Continental Drive, Budd Lake, New Jersey. At the designated time and place, the sealed bids will be opened publicly and read aloud.

Copies of the Contract Specifications will be 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 28, 2021