

MUSCONETCONG SEWERAGE AUTHORITY

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

Members Absent: James Benson

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	Present

<u>Motion / Resolution</u>	<u>Benson</u>	<u>Cangiano</u>	<u>Grogan</u>	<u>McNeilly</u>	<u>Michetti</u>	<u>Pucilowski</u>	<u>Rattner</u>	<u>Romano</u>	<u>Schindelar</u>	<u>Schwab</u>	<u>Still</u>	<u>Sylvester</u>
Attendance	Absent	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Regular Meeting Minutes: October 28, 2021 ROLL CALL	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Second Aye	Aye	Abstain
2021 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
October 31, 2021 Balance Sheet ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
Pending Vouchers; November 18, 2021 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Second Yes	Yes	Yes
Correspondence All IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye
Directors Report, Maintenance & Repairs November, 2021 Flow Data - October, 2021 ROLL CALL	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye
Engineers Report- November, 2021 ALL IN FAVOR	Absent	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Aye	Aye
New Business:												
Resolution # 21-45 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Motion Yes	Yes	Yes
Resolution # 21-46 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes
Resolution # 21-47 Roll Call	Absent	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes	Second Yes	Yes
Resolution # 21-48 Roll Call	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes	Second Yes
Resolution # 21-49 Roll Call	Absent	Yes	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes
Resolution # 21-50 Roll Call	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Motion Yes
Old Business:												
Closed Session: 08:19 pm ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Aye
Litigation/Lawsuit	Absent	Yes	Yes	No	Yes	Second Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes
Open Session: 08:31 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye
Adjournment: 08:33 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Motion Aye

Chairman Rattner opened and closed the meeting to the public.

The “Regular” meeting minutes of October 28, 2021 accepted on a motion offered by Mr. Schindelar, 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	Abstain

Comments:

- None

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

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

Comments:

- None

Financial Reports – 2021

10:51 AM

11/16/21

Musconetcong Sewerage Authority Profit & Loss Budget vs. Actual

January through October 2021

Accrual Basis

	Jan - Oct 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				
68900 - Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 - Administrative-S&W	132,406.71	171,640.00	-39,233.29	77.1%
B-14 - Operating-S&W	541,122.63	668,000.00	-126,877.37	81.0%
Total Personnel Services	673,529.34	839,640.00	-166,110.66	80.2%
Employee Benefits				
B-9 - Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 - Social Security	50,099.93	66,458.00	-16,358.07	75.4%
B-10 - Hosp				
Dental/Vision	1,339.33			
Hospitalization	1,200.00			
B-10 - Hosp - Other	135,651.83	200,000.00	-64,348.17	67.8%
Total B-10 - Hosp	138,191.16	200,000.00	-61,808.84	69.1%
B-11 - Disability Insurance	7,497.80	10,000.00	-2,502.20	75.0%
B-6 - Unemployment	5,855.74	7,000.00	-1,314.26	81.2%
Total Employee Benefits	297,817.71	388,458.00	-90,640.29	76.7%
Administration Expenses				
B-2 - Administrative-OE	14,666.23	40,000.00	-25,333.77	36.7%
Total Administration Expenses	14,666.23	40,000.00	-25,333.77	36.7%
Operations and Maintenance				
B-3 - Legal	24,140.14	35,000.00	-10,859.86	69.0%
B-4 - Audit	10,277.50	20,000.00	-9,722.50	51.4%
B-5 - Engineer	41,560.29	30,000.00	11,560.29	138.5%
B-15 - Telephones	11,208.78	25,000.00	-13,791.22	44.8%
B-16 - Electric	265,659.85	487,500.00	-221,840.15	54.5%
B-17 - Propane/Fuel Oil	20,300.34	29,000.00	-8,699.66	70.0%
B-18 - Supplies/Chemicals	180,781.83	200,000.00	-19,218.17	90.4%
B-27 - Laboratory Supplies	4,368.83	12,000.00	-7,631.17	36.4%
B-13 - Office	23,026.73	30,000.00	-6,973.27	78.8%
B-31 - External Services	39,274.78	75,000.00	-38,725.24	48.4%
B-28 - Education/Training	7,552.09	28,000.00	-20,447.91	27.0%
B-25 - Laboratory Fees	7,882.69	30,000.00	-22,117.31	26.3%
B-19 - Maintenance/Repairs	158,549.45	204,000.00	-45,450.55	77.7%
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	18,569.74	25,000.00	-6,430.26	74.3%
B-21 - Equipment	59,721.78	70,000.00	-10,278.22	85.3%
B-26 - Sludge Disposal	683,724.29	720,000.00	-36,275.71	92.2%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,683,403.09	2,200,500.00	-517,096.91	76.5%
Debt Service				
Debt Svs - Principal Payment	419,166.59			
Debt Svs - Interest Payment	371,653.68	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	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			
Pension Reimbursement	-10.68			
Total Expense	3,798,687.39	4,592,111.00	-793,423.61	82.7%
Net Ordinary Income	701,855.20	-4,592,111.00	5,293,966.20	-15.3%
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	708,321.15	-4,592,111.00	5,300,432.15	-15.4%

10:49 AM
 11/15/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,522,627.31
PR 3717 · Payroll Account TD - 3717	1,230.45
CI 5030 · Capital Improvement TD - 5030	1,488,333.71
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	3,546,659.51
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	6,637,274.50
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	30,842,564.30
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	-550.00
PERS - Contributions	67,999.62
PERS - Loans	76,644.03
PERS - Insurance	9,919.71
Union Dues	-743.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	105,872.49
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	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	9,562.24

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 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of October 31, 2021

	Oct 31, 21
Compensated Absences Payable	61,681.72
Accrued Interest Payable	24,811.48
Accounts Payable - Pension	5,327.13
Accrued Liabilities	47,771.68
Total Other Current Liabilities	7,971,734.74
Total Current Liabilities	7,927,656.06
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	12,468,976.44
Equity	
Net Investment in Capital Asset Restricted	22,689,413.56
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	561,943.15
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	638,978.67
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	12,564.88
300 Cop · Contract 300 Infl Scr - Coppola	446,509.64
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	460,742.52
AS · Air Sampling	8,076.59
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	1,893.82
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	416,079.77
Total B-29 Capital Improvements	1,679,698.85
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	690,687.83
Total B-30 Renewal and Replacement	719,721.50
Operations	50,000.00
Total Restricted	2,528,672.35

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of October 31, 2021

	Oct 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	606,374.82
Total Equity	18,373,587.86
TOTAL LIABILITIES & EQUITY	30,842,564.30

The **Pending Vouchers** through November 18, 2021 were approved for payment 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	Yes	Mr. Schindelar	Yes
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

Comments:

- None

PENDING VOUCHERS

Musconetcong Sewerage Authority
Through November 18, 2021

<u>OPERATING:</u>	Alfred DeFelice	2021 Boot Reimbursement - Annual Maximum	B-18 · Supplies/Chemicals	150.00
	American Aquatic Testing, Inc	Invoice 11565 - 10.26.2021 - 7 Day Final Effluent	B-25 · Laboratory Fees	950.00
	American Wear	Uniform Service 09.07.21-11.16.21	B-31 · External Services	710.76
	AmeriGas	Invoice 3128644477 - 11.03.2021 Delivery	B-17 Propane/Fuel	1,842.76
	Aqua Pro-Tech Laboratories	Invoice 1100310M - Effluent/Influent Samples	1 B-25 · Laboratory Fees	2,276.30
	Blue Diamond Disposal, Inc.	Invoice 16133 - Monthly Trash Service 11.01.21	B-31 · External Services	312.37
	Cintas	Invoice 5083880395	B-31 · External Services	160.19
	Cleary Giacobbe Alfieri Jacobs	Invoice 100198 - October 2021	B-3 · Legal	192.50
	Domain Directory LLC	Invoice 78382-2 - Annual Domain Hosting 12.0	B-13 · Office	228.00
	Gannett New Jersey Newspapers	Invoice 4205976	B-2 · Administrative-OE	836.76
	Grainger	Invoice # 9104916813 - Account # 806934055	B-18 · Supplies/Chemicals	165.85
	JCP&L	Invoice # 95009369459 - Pump Stations	B-16 · Electric	3,287.84
	Lawson Electric	Invoice 9308830706	B-19 · Maintenance/Repairs	276.81
	Loftus Electric Inc.	Invoice 14132	B-19 · Maintenance/Repairs	2,750.00
	Lowe's Companies, Inc.	Account # 99002310680 10/2021	B-19 · Maintenance/Repairs	26.05
	Main Pool & Chemical Company Inc	Invoice 2192757	B-18 · Supplies/Chemicals	4,336.40
	NJ American Water Co.	Account # 1018-210023733698 -10.08.21-11.0	B-31 · External Services	736.05
	Nusbaum, Stein,Goldstein,Bronstein, Kr	Invoice 754	B-3 · Legal	2,219.66
	Office Concepts Group	Invoice 1033748-1 - Backordered Gloves 10.13	B-13 · Office	556.17
	Office Concepts Group	Invoice 1042395-0	B-13 · Office	57.90
	One Call Concepts, Inc.	Invoice 1105432 - 10/2021 - 62 Markouts @ \$1	B-2 · Administrative-OE	87.23
	Passaic Valley Sewerage Comm	Invoice 519701 - Liquid Waste Acceptance 10.1	B-26 · Sludge Disposal	43,985.00
	PS&S	Invoice 149331 - General Consulting through 11	B-5 · Engineer	1,548.75
	Quinn, Shane	2021 Boot Reimbursement 10.20.21	B-18 · Supplies/Chemicals	44.87
	Russell Reid	Invoice 0006335291- Sludge Hauling Fees 10.1	B-26 · Sludge Disposal	32,548.90
	SEM/BDS Stroudsburg Electric Motor	Invoice 6240999	B-19 · Maintenance/Repairs	1,550.00
	Solenis LLC	Invoice 131891764	B-18 · Supplies/Chemicals	1,593.00
	State Chemical Solutions	Invoice 902212045 - Customer # 789844	B-18 · Supplies/Chemicals	345.67
	Tritec Office Equipment	Invoice 62333 - Quarterly Copier Contract	B-13 · Office	105.00
			<u>TOTAL:</u>	103,880.79
<u>CAPITAL:</u>	BioTriad Environmental	Invoice 7905 - ScrubDry Compact System	B-29 Capital Improvements	11,505.00
	Coppola Services, Inc.	Invoice #8 - Contract 300	300 Cop · Contract 300 Infl Scr - I	138,745.46
	PS&S	Invoice 149329 - Contract 305 through 10.31.21	305 · Contract 305 NJIB Applicati	525.00
	PS&S	Invoice 149330 - AS through 10.31.2021	AS · Air Sampling	641.17
	PS&S	Invoice 149342 - Contract 295 through 10.31.21	295 PSS · Contract 295 TT - PS&	13,497.04
	Pumping Service, Inc.	Invoice 1126419	B-29 Capital Improvements	36,612.24
			<u>TOTAL:</u>	201,525.91

<u>PAYROLL:</u>	MSA Payroll	Processing 10.29.2021	B-1, B-14	29,833.24
	MSA Payroll	Processing 11.12.2021	B-1, B-14	<u>30,310.23</u>
			<u>TOTAL:</u>	60,143.47
<u>ONLINE PYMTS &</u>	Verizon	Transaction # 1613738159	B-15 · Telephone	329.22
<u>MANUAL CKS:</u>	WEX/Shell Fleet	Account # 0496-00-486177-9	B-17 Propane/Fuel	424.81
	Quadient	Confirm # NEOERP000355066	B-13 Office	86.25
	VALIC	Processing Date 10.29.2021	Accrued Payroll Liabilities:VALIC	500.00
	Local 32	Union Dues 10.01.21-10.31.21	ued Payroll Liabilities:Union Dues	273.00
	NJ Division of Pensions & Benefits	Estimated Monthly PERS 10.01.21-10.31.21	Accounts Payable - Pension	3,977.01
	NJ Dept of Environmental Protection	Invoice 1302636 - Confirmation # 30301-14993 B-24 · NJDEP Fees		200.00
	Altice	Confirm # 805483075 - Telephone/Internet Ser	B-15 · Telephone	339.89
	JCP&L	Confirm # 83206426 - Account # 100 106 392 (B-16 · Electric	4,190.94
	NJSHBP	Ref # 30620598 - 11.01.21-11.30.21	B-10 · Hosp	16,983.28
	Primepoint	Invoice 489745 - Payroll Processing 11.12.202	B-31 · External Services	44.38
	VALIC	Processing Date 11.09.2021	Accrued Payroll Liabilities:VALIC	500.00
	Direct Energy	Confirm # 2011808 - 08.28.21-09.28.21	B-16 · Electric	<u>11,306.94</u>
			<u>TOTAL:</u>	39,155.72
<u>RENEWAL:</u>			<u>TOTAL:</u>	0.00
<u>ESCROW:</u>			<u>TOTAL:</u>	0.00

The following **correspondence** for the November, 2021 was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. Still and the affirmative all-in favor vote of members present. All In Favor Vote:

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

• **Correspondence:**

- A. NJ IBank Approval: Requisition No. S340384-09-SC-11, Project No. S340384-09 (CLP) - \$166,470.00
- B. Daily Record: PC-22 Bid Advertisement, Run Date 11.03.2021
- C. ERA: Certificate of Excellence for WP-320 Testing
- D. Borough of Stanhope: Finalized formal agreements to transfer 4300 gallons per day of allocation to Byram Township
- E. Daily Record: Affidavit of Bid Advertisement PC22, Run Date: 11.03.2021
- F. NJ Herald: Affidavit of Bid Advertisement PC22, Run Date: 11.04.2021
- G. *First Environment: EJIF Utility authority inspection performed 11.18.2021
- H. *PS&S: Contract 295, Tertiary Treatment Facilities – Additional Professional Services Proposal
- I. *PS&S: Contract 330, New Influent Screening Facilities – Additional Professional Services Proposal

Comments:

- Mr. Pucilowski asked about Correspondence C: and who ERA is. Mr. Schilling responded that they are the organization engaged by the NJDEP to manage the certifiable lab proficiency testing program, Since MSA has a certified lab we must test the analytes and submit the results.

Monthly Reports:

The Director's Report, and Maintenance and Repairs Report, for the month of November, 2021 and Flow Data for October, 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	Aye

Comments:

- Chairman Rattner asked about the semi-annual IC25 bioassay result.
 - Mr. Schilling advised that it is an acute toxicity study for the Effluent discharged into Musconetcong River which is done twice a year, limit is 31% - the certified laboratory takes our sample three times over five days, they then mix our Effluent samples into tanks with aquatic species called ceriodaphnia. These results show we have a very non-toxic impact on the river. IC25 must be greater than 31 in order to pass, we are greater than 100.
 - Mr. Pucilowski asked what our last test was, Mr. Schilling stated that he believes around 80.
- Chairman Rattner spoke about an odor complaint that he had received via email, he notified Netcong, Stanhope and the MSA to investigate. The complaint was unfounded by all three entities, within two hours all parties responded to the complaint.
- Mr. Schilling advised Byram's Flow Meter is still not up and running, he will follow up after the Holidays.

The Engineer's Report for the month of November, 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

Comments:

- Mr. Wancho, PE stated Air Monitoring conducted on September 17, 2021 came back within limits.
- There was a meeting held November 22, 2021 regarding plant control upgrade, they are waiting on resubmittal from vendor with necessary changes
- Mr. Pucilowski asked about the Odor Management Plan, when we need to cease using the perfumes in the air.
 - Mr. Wancho, PE advised that this was included in the last submission.
 - Mr. Schilling advised as soon as we are out of the product, we will not re-order. Their argument is you can not release anything into the atmosphere.
 - Mr. Wancho, PE advised he has requested a meeting
- Chairman Rattner asked about the additional funds being needed on both projects.
 - Mr. Wancho, PE advised that the contractors are having issues with supplies.
- Mr. Schwab inquired about the amount of RFI's from the contractors
 - Mr. Wancho, PE stated that this description is a vague description, the main issue has been with the filters as far piping modifications.
 - Mr. Schwab asked if the start and stop of the projects have impacted increase in payments. Mr. Wancho, PE advised that there was not a Payment Requisition for Contract 295 because it was not submitted on time.
 - Mr. Wancho, PE advised that they are very happy with the communication with the Manufacturer and the Contractor, once the valves are installed it will take the pressure of the filters. Mr. Schilling advised that they are due this month.

New Business:

Resolution No. 21-45 was offered on a motion by Mr. Schwab seconded by Mr. Schindelar 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	Yes

*See attached resolution

Comments:

- Mr. Pucilowski asked about information not populated on Page N-4, 2 of 2.
 - Mr. Schilling advised that he would speak with the Auditor to clarify.
- Tom Carroll, QPA dismissed 08:03pm.

Resolution No. 21-46 was offered on a motion by Mr. Schwab seconded by Mrs. Michetti 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	Yes

*See attached resolution

Comments:

- None

Resolution No. 21-47 was offered on a motion by Mr. Pucilowski seconded by Mr. Still 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	Yes

*See attached resolution

Comments:

- None

Resolution No. 21-48 was offered on a motion by Mr. Romano seconded by Mr. Sylvester 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	Yes

*See attached resolution

Comments:

- Mr. McNeilly asked if there was a date to implement to allocation.
 - Mr. Schilling advised he would get back to him with an exact date.

Resolution No. 21-49 was offered on a motion by Mr. Still seconded by Mr. Pucilowski 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	Yes

*See attached resolution

Comments:

- None

Resolution No. 21-50 was offered on a motion by Mr. Sylvester seconded by Mr. Still 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	Yes

*See attached resolution

Comments:

- None

Old Business:

Comments:

- Mr. Schindelar asked if anyone made it down to the League Conference?
 - Several people answered yes, Mr. Schindelar discussed PFAS was a big discussion at the conference.
 - Mr. Schilling advised that PFAS is a water quality issue and where the reject water is discharged will be the issue for the wastewater treatment side.
 - Mr. Schindelar advised that Hopatcong is not being allowed to discharge the water.
 - Mrs. Michetti asked if this is coming from the DEP, Mr. Schindelar advised that the DEP has lowered the standard which required Hopatcong to obtain a permit.
 - Mr. Schilling asked what they were using to get rid of it. Mr. Schindelar advised Carbon.
 - Mr. Schindelar advised that the DEP is trying to implement by end of next year, when a home transfers the well will need to be tested and if fails a system would need to be installed.
 - Mr. Wancho, PE advised that the in-stream water quality standards could be lower than drinking water standards.
 - Mr. Wancho, PE has a presentation that he will forward to Mr. Schilling to forward onto the Board for their review.
 - Mrs. Michetti advised that she took a webinar, there is a protocol for water sampling, just recently there is a protocol implemented for wastewater, should we start testing on our end?
 - *Multiple people speaking ... inaudible*
 - Mr. Schilling asked if he should run some preliminary tests
 - Mr. Pucilowski stated that this should be reviewed and determine what the Board would like the Director by the next meeting.
 - Mr. Schindelar suggested the Director reach out to other facilities. Mr. Schilling advised he will look into it.

Closed Session:

Entered Closed Session on a motion made by Mr. McNeilly, seconded by Mr. Schindelar at 08:19pm by an all-in favor Vote of members present. All In Favor Vote:

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

Resolution to authorize Counsel to accept settlement agreement:

Roll Call Vote to accept litigation settlement offer was offered on a motion by Mr. Schindelar seconded by Mr. Pucilowski 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	No	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	Yes	Mr. Sylvester	Yes

*See attached resolution

Comments:

- None

Open Session:

Entered Open Session on a motion made by Mr. Romano, seconded by Mr. McNeilly at 08:31pm by an all-in favor Vote of members present. All In Favor Vote:

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

Comments:

- None

Adjournment:

Motion made by Mr. Sylvester, seconded by Mr. Still at 08:33pm 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	Aye

Respectfully Submitted:
Jilliam Martucci - Administrative Assistant

MUSCONETCONG SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2022 TO: DEC. 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Musconetcong Sewerage Authority at its open public meeting of November 23, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$4,537,000, Total Appropriations, including any Accumulated Deficit if any, of \$4,646,821 and Total Unrestricted Net Position utilized of \$109,821; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$305,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$305,000; and

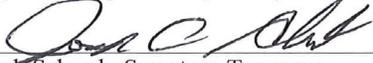
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation 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 said 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 the Musconetcong Sewerage Authority, at an open public meeting held on November 23, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 is hereby approved; 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 the said Authority's 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 16, 2021.



Joseph Schwab, Secretary-Treasurer

11-23-2021
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
	11	0	0	1

RESOLUTION NO. 21-46

**PROVIDING FOR LATE ADOPTION OF THE ANNUAL BUDGET FOR THE
MUSCONETCONG SEWERAGE AUTHORITY FOR FISCAL YEAR ENDING
DECEMBER 31, 2022**

WHEREAS, the Local Authorities Law requires every Authority to transmit three certified copies of the Budget to the Director of Local Government Services at least 60 days prior to the end of the current fiscal year; and

WHEREAS, the Musconetcong Sewerage Authority Budget for the fiscal year ending December 31, 2022 was due on November 1, 2021;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the reason for the late introduction of the Authority Budget for the fiscal year ending December 31, 2022 is that the Authority's estimated revenues and appropriations were not known at the time the Budget was to be legally introduced.

Recorded Vote

Aye

11

No

0

Abstain

0

Absent

1

The above is a true copy of a resolution adopted by the Musconetcong Sewerage Authority on November 23, 2021.



Joseph Schwab, Secretary-Treasurer

RESOLUTION NO. 21-47

Resolution of the Musconetcong Sewerage Authority
Authorizing the Award of a Contract to PS&S to Provide Additional Services for Air
Permit Sampling and Other Services in Connection with NJDEP Preconstruction Permit
(PCP) 200001 for the Period from April 1, 2021 through March 31, 2022
without Public Advertising as a Professional Service

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "MSA") is desirous of awarding a contract for professional services to PS&S for engineering services in connection with Preconstruction Permit PCP 200001 issued by New Jersey Department of Environmental Protection; and

WHEREAS, MSA has previously awarded contracts to PS&S for these services, including an initial award by Resolution No. 20-25 in the amount of \$15,500 on April 23, 2020, and an additional award by Resolution No. 21-18 in the amount of \$23,700 on March 15, 2021; and

WHEREAS, PS&S has notified MSA by letter dated November 10, 2021 that NJDEP continues to make comments to the proposed Odor Control Plan prepared by PS&S and that PS&S has provided and will continue to provide additional services; and

WHEREAS, now PS&S requests an additional award in the amount of \$7,650 to (i) reimburse PS&S for services already rendered but not previously budgeted in the amount of \$2,650, and (ii) allocate \$5,000 for anticipated additional work; and

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

WHEREAS PS&S was appointed as consulting engineer to the MSA at its annual reorganization meeting on February 25, 2021 and submitted a Business Entity Certificate at that time; and

WHEREAS, the Secretary/Treasurer of the MSA has certified that funds are available in the budget of the MSA (B-23 Compliance Fees);

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the MSA that a Contract is hereby awarded to PS&S for additional services in accordance with the attached letter Proposal dated November 10, 2021 in an amount not to exceed Seven Thousand Six Hundred Fifty (\$7,650.00) and no/100 Dollars; and be it

FURTHER RESOLVED, that the above amount shall not exceed \$7,650.00 without further authorization from the MSA; and be it

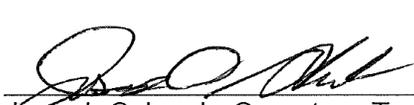
FURTHER RESOLVED, that Steven Rattner, as Chairman and/or James Schilling, as Director, is hereby authorized to sign, if needed, the Proposal, and be it

FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and be it

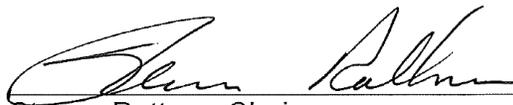
FURTHER RESOLVED, that the MSA publish in the official newspaper of the Authority a legal advertisement advising of the award as required by N.J.S.A. 40A:11-5.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

November 23, 2021

SEE ATTACHED PS&S PROPOSAL DATED NOVEMBER 10, 2021

RESOLUTION NO. 21- 48

Resolution of the Musconetcong Sewerage Authority (“MSA”) Authorizing the Director to Execute Riders to the Sewer Service Agreements for the Borough of Stanhope and the Township of Byram to Reflect the Transfer of 4,300 gpd of Sewer Service Allocation.

WHEREAS, the Borough of Stanhope, as Seller, and Township of Byram, as Buyer, (together the “Participating Members”) entered into an Agreement for the transfer of 4,300 gpd of sewer service allocation at a price of \$197,800.00 dated May 4, 2021 subject to MSA approval; and

WHEREAS, the MSA distributed notice of the proposed transfer to the Borough of Netcong, Borough of Mt. Arlington, Township of Roxbury, Township of Mt. Olive and Borough of Hopatcong (the “Non-Participating Members”) and none of the Non-Participating Members objected or sought to participate; and

WHEREAS, by Resolution No. 21-36 dated August 26, 2021 the MSA consented to the transfer subject to proof of closing within 180 days;

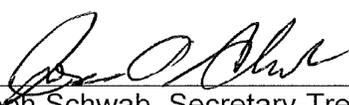
WHEREAS, the Participating Members have confirmed that the purchase price for the transfer transaction has been paid;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to execute Riders to the sewer service agreements for the Participating Members reflecting the transfer of 4,300 gpd of allocation from the Borough of Stanhope to the Township of Byram.

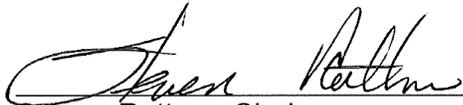
IT IS FURTHER RESOLVED, that the MSA shall adjust its records to reflect the transfer herein, and make appropriate changes to the fees charged as needed.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

Dated: November 23, 2021

RESOLUTION NO. 21-49

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 300 for an Influent
Screening Facility and Related New Jersey I-Bank Funding

WHEREAS, following a public bidding process MSA awarded Contract 300 for construction of an Influent Screening Facility ("ISF"); and

WHEREAS, by Resolution No. 18-44 MSA awarded a contract to Paulus, Sokolowski & Sartor, LLC ("PS&S") in the amount of \$269,140 for engineering services in connection with Contract 300 including submitting an application to the New Jersey I-Bank for financing; and

WHEREAS, the MSA rejected the original bids received for Contract 300 and re-bid the project; and

WHEREAS, PS&S provided additional services in connection with the re-bid process as authorized by Resolution No. 20-22 in the amount of \$12,500; and

WHEREAS, by Resolution No. 21-24 PS&S was granted a contract for additional services in the amount of \$57,900 as described in the Proposal dated May 14, 2021 for the reasons set forth therein; and

WHEREAS, PS&S has submitted a proposal for additional services dated November 16, 2021 (the "Proposal") indicating that the "project has been delayed several times due to material/equipment delivery and other issues", that "savings anticipated from the coincidental construction of Contracts 295 and 300 continue to not play out as originally anticipated and budgeted," and consequently the contract completion date has been extended from November 4, 2021 to the end of December,

2021. PS&S attempted to mitigate the need for a contract amendment, but additional work was necessary due to “material/equipment delays, review coordination and impacts of the bypass operation, impacts from Hurricane Ida, additional electrical coordination and unforeseen piping conflicts”; and

WHEREAS, the Proposal requests a budget reallocation which includes a \$30,000 increase in the overall budget; and

WHEREAS, the Musconetcong Sewerage Authority has need for continued consulting engineering services in connection with this project and has benefitted from the services of PS&S; 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 to provide the within engineering services in connection with Contract 300 and related I-Bank loan application as set forth in the Proposal dated November 16, 2021 in the amount not to exceed \$30,000.00; 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); and it is anticipated will be included in I-Bank funding for the project; and be it

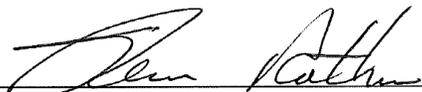
FURTHER RESOLVED, that the Musconetcong Sewerage Authority publish a legal advertisement in the official newspaper of publication of the Authority advising of the award as required by N.J.S.A. 40A:11-5.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

DATED: November 23, 2021

RESOLUTION NO. 21-50

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 295 for Tertiary
Treatment Facilities and Related New Jersey I-Bank Funding

WHEREAS, following a public bidding process MSA awarded Contract 295 for construction of Tertiary Treatment Facilities; and

WHEREAS, by Resolution No. 19-27 MSA awarded a contract to Paulus, Sokolowski & Sartor, LLC ("PS&S") for Final Design, Bid and Construction engineering services and a New Jersey I-Bank application in connection with Contract 295 in the amount of \$445,410; and

WHEREAS, by Resolution No. 19-58 the contract was amended to include additional funding in the amount of \$12,840 due to enlargement of the scope of work; and

WHEREAS, by Resolution No. 21-31 PS&S was awarded a contract for additional services in the amount of \$19,400 as described in their proposal dated July 9, 2021; and

WHEREAS, PS&S has submitted a proposal dated November 18, 2021 (the "Proposal") for additional funding for additional professional services by reason that the savings anticipated from the coincidental construction of Contracts 295 and 300 did not occur as Contract 300 was delayed by a rebid process. PS&S attempted to mitigate the need for a contract amendment, but additional work was necessary due to "material/equipment delays, additional structural coordination/design to resolve field

conditions not reflected in the as-builts, issues with filter operations/repair, additional electrical coordination and modifications to the filter drain piping;” and

WHEREAS, the Proposal calls for a budget reallocation and requests additional funding in the amount of \$48,000 to cover work already performed; and

WHEREAS, the Musconetcong Sewerage Authority has need for continued consulting engineering services in connection with this project and has benefitted from the services of PS&S; 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 to provide the within engineering services in connection with Contract 295 and related I-Bank loan application as set forth in the Proposal dated November 18, 2021 in the amount not to exceed \$48,000.00; 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); and it is anticipated will be included in I-Bank funding for the project; and be it

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

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

DATED: November 23, 2021