

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
November 26, 2024

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

Chairman Rattner called the meeting to order at 7:30pm. Following the Pledge of Allegiance to the Flag, an 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, Steven Rattner, Anthony Riccardi, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: Erik Bradley

Others Present: Diane Alexander, Esq., Thomas Carroll – QPA, Jilliam Martucci – Office Manager, Rob Mellinger, Esq., James Schilling – Executive Director, James Wancho – PE

Others Absent: N/A

Attendance Roll Call:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Present	Mr. Sylvester	Present

Date/Time Call to Order: Thursday November 26, 2024 – 7:30PM
Others Present: Diane Alexander, Tom Carroll, Jilliam Martucci, Rob Mellinger, James Schilling, James Wancho

Motion / Resolution	Bradley	Cangiano	Grogan	McNeilly	Michetti	Rattner	Riccardi	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present										
Regular Meeting Minutes: 10.24.2024 ROLL CALL	Absent	Motion Aye	Aye	Aye	Abstain	Aye	Aye	Aye	Second Aye	Aye	Aye	Abstain
2023 Financials ALL IN FAVOR	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
2024 Financials ALL IN FAVOR	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
Pending Vouchers November 14, 2024 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye
Directors Report, Maintenance & Repairs – 11/2024 Flow Data– October 2024 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Motion Aye
Office Managers Report – 11/2024 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Motion Aye	Aye	Aye
Engineers Report – 11/2024 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Motion Aye	Aye	Aye
New Business:												
Resolution 24-44 – Sludge Hauling Extension ROLL CALL *TABLED*	Absent	Tabled										
Verbal Resolution 24-47 – Sludge Hauling Bid ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Motion Yes
Resolution 24-45 – Closed Session, Permit Litigation ROLL CALL – 08:00pm	Absent	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Yes	Motion Yes	Yes	Yes
Open Session: ALL IN FAVOR – 08:14pm	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Aye
Resolution 24-46 – Appeal Authorization for Counsel ROLL CALL	Absent	Yes	Yes	Motion Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes
Old Business:												
Adjournment: 08:20 PM ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The “Regular” meeting minutes of October 24, 2024, accepted on a motion offered by Mr. Cangiano, seconded by Mr. Schindelar and the affirmative all in favor vote of members present. All In Favor:

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

Comments:

- None

The Financial Reports for 2023 were accepted on a motion offered by Mr. Schwab, seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- Commissioner Schwab advised The Board that the 2023 Audit is expected to be completed for the next meeting (12.19.2024).

12:07 PM

11/13/24

Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through December 2023**

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	119,889.00	-119,889.00	0.0%
Interest	10,582.93			
trustee passdown	4,480,000.02	4,480,000.00	0.02	100.0%
Total Income	4,490,582.95	4,599,889.00	-109,306.05	97.6%
Gross Profit	4,490,582.95	4,599,889.00	-109,306.05	97.6%
Expense				
Personnel Services				
B-1 · Administrative-S&W	171,133.89	180,000.00	-8,866.11	95.1%
B-14 · Operating-S&W	632,756.81	668,000.00	-35,243.19	94.7%
Total Personnel Services	803,890.70	848,000.00	-44,109.30	94.8%
Employee Benefits				
B-9 · Pension	114,061.31	114,300.00	-238.69	99.8%
B-8 · Social Security	59,070.11	60,000.00	-929.89	98.5%
B-10 · Hosp				
Dental/Vision	7,277.87			
B-10 · Hosp - Other	218,816.70	226,200.00	-7,383.30	96.7%
Total B-10 · Hosp	226,094.57	226,200.00	-105.43	100.0%
B-11 · Disability Insurance	7,927.49	10,000.00	-2,072.51	79.3%
B-6 · Unemployment	5,672.76	7,000.00	-1,327.24	81.0%
Total Employee Benefits	412,826.24	417,500.00	-4,673.76	98.9%
Administration Expenses				
B-2 · Administrative-OE				
Influent Limit/PSS	-1,734.00			
B-2 · Administrative-OE - Other	50,001.57	49,100.00	901.57	101.8%
Total B-2 · Administrative-OE	48,267.57	49,100.00	-832.43	98.3%
Total Administration Expenses	48,267.57	49,100.00	-832.43	98.3%
Operations and Maintenance				
B-33 · IT & Cyber Security	1,002.10			
B-3 · Legal	37,870.87	35,000.00	2,870.87	108.2%
B-4 · Audit	35,350.00	36,000.00	-650.00	98.2%
B-5 · Engineer				
NJPDES Permit	5,328.92			
B-5 · Engineer - Other	26,921.06	35,000.00	-8,078.94	76.9%
Total B-5 · Engineer	32,249.98	35,000.00	-2,750.02	92.1%
B-15 · Telephone	11,294.98	15,000.00	-3,705.02	75.3%
B-16 · Electric	469,902.84	500,000.00	-30,097.16	94.0%
B-17 · Propane/Fuel Oil	13,107.27	30,000.00	-16,892.73	43.7%
B-18 · Supplies/Chemicals	146,560.03	225,000.00	-78,439.97	65.1%
B-27 · Laboratory Supplies	6,320.54	8,000.00	-1,679.46	79.0%
B-13 · Office	25,775.71	30,000.00	-4,224.29	85.9%
B-31 · External Services	69,686.33	75,000.00	-5,313.67	92.9%
B-28 · Education/Training	13,631.00	15,000.00	-1,369.00	90.9%
B-25 · Laboratory Fees	34,453.05	35,000.00	-546.95	98.4%
B-19 · Maintenance/Repairs	199,593.47	200,000.00	-406.53	99.8%
B-20 · Insurance	143,057.00	143,400.00	-343.00	99.8%
B-24 · NJDEP Fees	19,803.75	25,000.00	-5,196.25	79.2%
B-12 · Trustee Admin Fee	2,560.00	15,000.00	-12,440.00	17.1%
B-23 · Permit Appl/Compliance F...	31,208.08	31,500.00	-291.92	99.1%
B-21 · Equipment	61,956.49	70,000.00	-8,043.51	88.5%
B-26 · Sludge Disposal	1,014,046.10	1,030,370.00	-16,323.90	98.4%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%

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11/13/24

Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2023

	Jan - Dec 23	Budget	\$ Over Budget	% of Budget
Total Operations and Maintenance	2,369,429.59	2,579,270.00	-209,840.41	91.9%
Debt Service				
Debt Svs - Principal Payment	54,814.91			
Debt Svs - Interest Payment	60,085.00			
Debt Service - Other	0.00	306,519.00	-306,519.00	0.0%
Total Debt Service	114,899.91	306,519.00	-191,619.09	37.5%
Reserves				
B-29 - Capital Improvement	0.00	200,000.00	-200,000.00	0.0%
B-30 - Renewal & Replacement	83,658.00	200,000.00	-116,342.00	41.8%
Total Reserves	83,658.00	400,000.00	-316,342.00	20.9%
Pension Reimbursement	-22,652.12			
Union Dues	-175.50			
Total Expense	3,810,144.39	4,600,389.00	-790,244.61	82.8%
Net Ordinary Income	680,438.56	-500.00	680,938.56	-136,087.7%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	19,686.40			
Total Other Income	19,686.40			
Net Other Income	19,686.40			
Net Income	700,124.96	-500.00	700,624.96	-140,025.0%

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 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2023

Dec 31, 23

ASSETS	
Current Assets	
Checking/Savings	
CI 6556 · Capital Improvement TD - 6556	368.31
OA 8169 · Operating Acct TD - 8169	1,106,424.81
PR 3717 · Payroll Account TD - 3717	46,130.55
CI 5030 · *CLOSED* Capital Account - 5030	328,697.40
Es 3226 · Escrow Account TD Bank - 3226	10,539.11
RR 1360 · Renewal & Replacement TD -1360	785,316.65
Petty Cash	278.74
Total Checking/Savings	2,277,755.57
Accounts Receivable	
1200 · Accounts Receivable	-0.02
Total Accounts Receivable	-0.02
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	5,368,370.54
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	29,573,660.34
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	200,560.89
Total Accounts Payable	200,560.89
Other Current Liabilities	
NJIB Note Payable	9,239,577.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	310.00
PERS - Contributions	160,317.11
PERS - Loans	148,057.09
PERS - Insurance	16,596.76
Union Dues	-1,191.91
Accrued Payroll Liabilities - Other	-48,448.76
Total Accrued Payroll Liabilities	275,942.43

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 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2023

	Dec 31, 23
Escrow Deposits Payable	
30 Continental Drive - J Sassan	2,511.25
Matrix Mount Olive	-183.50
271 KH · 271 Kings Hwy - Adler WH	2,036.25
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
Villages at Roxbury	965.00
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
	13,929.99
Total Escrow Deposits Payable	13,929.99
Due to Municipalities	-215,991.00
Compensated Absenses Payable	61,681.72
Accrued Interest Payable	58,090.70
Accounts Payable - Pension	-223,012.24
Accrued Liabilities	47,771.68
	9,257,990.28
Total Other Current Liabilities	9,257,990.28
Total Current Liabilities	9,458,551.17
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
	1,001,542.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	13,999,871.55
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	
PS Controls 1-5	12,287.50
365 PPE · Contract 365 Plant Process Eval	12,852.35
360 · Contract 360 HVAC & Roofs	
360 BR · Contract 360 HVAC/Roofs - BR	1,027,462.33
360 Leg · Contract 360 HVAC/Roofs - Le...	3,684.40
360 IB · Contract 360 HVAC/Roofs-NJIBa...	6,269.74
360 PSS · Contract 360 HVAC Roofs PSS	32,403.21
	1,069,819.68
Total 360 · Contract 360 HVAC & Roofs	1,069,819.68
Contract 295 - Tertiary Ttmt	
295 PSS · Contract 295 TT - PS&S	1.25
295 IHC · Contract 295 TT - IHC	922.35
295 - Misc (Permit, Legal)	104.00
	1,027.60
Total Contract 295 - Tertiary Ttmt	1,027.60
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	1,267.77
300 Cop · Contract 300 Infl Scr - Coppola	304.05
300 - Misc (Permit, Legal)	825.02
	2,396.84
Total Contract 300 Influent Screening	2,396.84

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
350 · Contract 350 - PCSIU	241.25
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm Telecommunications Project	1,460.92
305 · Contract 305 NJIB Application	4,760.00
285 · Contract 285 - SC #1 & 2	48.82
270 · Contract 270 Thickeners	93,801.49
280 · Contract 280 PC #2	8,843.08
B-29 Capital Improvements - Other	21,342.49
	<u>-283,817.77</u>
Total B-29 Capital Improvements	966,535.00
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	534,975.60
	<u>564,009.27</u>
Total B-30 Renewal and Replacement	564,009.27
Operations	50,000.00
	<u>50,000.00</u>
Total Restricted	1,659,796.27
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
	<u>727,974.10</u>
Total Unrestricted	727,974.10
3000 · Opening Bal Equity	-7,507,976.57
32000 · Retained Earnings	-2,679,002.76
Net Income	683,584.19
	<u>15,573,788.79</u>
Total Equity	15,573,788.79
TOTAL LIABILITIES & EQUITY	<u><u>29,573,660.34</u></u>

The Financial Reports for 2024 were accepted on a motion offered by Mr. Schwab, seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- None

12:07 PM

11/13/24

Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through October 2024**

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	126,593.00	-126,593.00	0.0%
Interest	77,631.73			
trustee passdown	4,562,560.61	4,715,000.00	-152,439.39	96.8%
Total Income	4,640,192.34	4,841,593.00	-201,400.66	95.8%
Gross Profit	4,640,192.34	4,841,593.00	-201,400.66	95.8%
Expense				
Personnel Services				
B-1 · Administrative-S&W	162,681.77	185,000.00	-22,318.23	87.9%
B-14 · Operating-S&W	504,518.00	668,000.00	-163,482.00	75.5%
Total Personnel Services	667,199.77	853,000.00	-185,800.23	78.2%
Employee Benefits				
B-9 · Pension	115,201.00	120,000.00	-4,799.00	96.0%
B-8 · Social Security	49,180.58	66,000.00	-16,819.42	74.5%
B-10 · Hosp				
Dental/Vision	4,282.94			
B-10 · Hosp - Other	192,617.39	230,000.00	-37,382.61	83.7%
Total B-10 · Hosp	196,900.33	230,000.00	-33,099.67	85.6%
B-11 · Disability Insurance	6,960.61	10,000.00	-3,039.39	69.6%
B-6 · Unemployment	5,830.29	7,000.00	-1,169.71	83.3%
Total Employee Benefits	374,072.81	433,000.00	-58,927.19	86.4%
Administration Expenses				
B-2 · Administrative-OE				
Influent Limit/PSS	256.25			
B-2 · Administrative-OE - Other	27,035.00	40,000.00	-12,965.00	67.6%
Total B-2 · Administrative-OE	27,291.25	40,000.00	-12,708.75	68.2%
Total Administration Expenses	27,291.25	40,000.00	-12,708.75	68.2%
Operations and Maintenance				
B-33 · IT & Cyber Security	20,480.63	27,000.00	-6,519.37	75.9%
B-3 · Legal	36,074.90	35,000.00	1,074.90	103.1%
B-4 · Audit	10,000.00	20,000.00	-10,000.00	50.0%
B-5 · Engineer				
NJPDES Permit	370.00			
B-5 · Engineer - Other	25,638.13	35,000.00	-9,361.87	73.3%
Total B-5 · Engineer	26,008.13	35,000.00	-8,991.87	74.3%
B-15 · Telephone	13,932.54	15,000.00	-1,067.46	92.9%
B-16 · Electric	306,687.00	550,000.00	-243,313.00	55.8%
B-17 · Propane/Fuel Oil	10,323.27	15,000.00	-4,676.73	68.8%
B-18 · Supplies/Chemicals	150,237.56	225,000.00	-74,762.44	66.8%
B-27 · Laboratory Supplies	7,941.22	8,000.00	-58.78	99.3%
B-13 · Office	14,123.42	30,000.00	-15,876.58	47.1%
B-31 · External Services	57,649.83	75,000.00	-17,350.17	76.9%
B-28 · Education/Training	19,179.82	18,000.00	1,179.82	106.6%
B-25 · Laboratory Fees	16,224.00	20,000.00	-3,776.00	81.1%
B-19 · Maintenance/Repairs	143,545.90	200,000.00	-56,454.10	71.8%
B-20 · Insurance	167,071.00	145,000.00	22,071.00	115.2%
B-24 · NJDEP Fees	18,542.23	25,000.00	-6,457.77	74.2%
B-12 · Trustee Admin Fee	70,665.16	10,000.00	60,665.16	706.7%
B-23 · Permit Appl/Compliance F...	16,322.09	40,000.00	-23,677.91	40.8%
B-21 · Equipment	33,901.38	70,000.00	-36,098.62	48.4%
B-26 · Sludge Disposal	742,560.00	1,095,370.00	-352,810.00	67.8%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%

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 11/13/24
 Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Total Operations and Maintenance	1,881,470.08	2,683,370.00	-801,899.92	70.1%
Debt Service				
Debt Svs - Principal Payment	139,621.83			
Debt Svs - Interest Payment	147,604.14			
Debt Service - Other	0.00	357,223.00	-357,223.00	0.0%
Total Debt Service	287,225.97	357,223.00	-69,997.03	80.4%
Reserves				
B-32 - Reserve for Debt Service	0.00	75,000.00	-75,000.00	0.0%
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	475,000.00	-75,000.00	84.2%
Pension Reimbursement	-16,749.82			
Union Dues	-156.00			
Total Expense	3,620,354.06	4,841,593.00	-1,221,238.94	74.8%
Net Ordinary Income	1,019,838.28	0.00	1,019,838.28	100.0%
Other Income/Expense				
Other Income				
Workers Comp Wage Reimbursement	4,524.00			
Short Term Disability Reimburse	1,499.42			
Total Other Income	6,023.42			
Net Other Income	6,023.42			
Net Income	1,025,861.70	0.00	1,025,861.70	100.0%

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 11/13/24
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of October 31, 2024

	Oct 31, 24
ASSETS	
Current Assets	
Checking/Savings	
CI 6556 · Capital Improvement TD - 6556	917,999.01
OA 8169 · Operating Acct TD - 8169	2,195,296.85
PR 3717 · Payroll Account TD - 3717	4,779.52
CI 5030 · *CLOSED* Capital Account - 5030	328,697.40
Es 3226 · Escrow Account TD Bank - 3226	11,030.19
RR 1360 · Renewal & Replacement TD -1360	707,663.00
Petty Cash	445.39
Total Checking/Savings	4,165,911.36
Accounts Receivable	
1200 · Accounts Receivable	-0.02
Total Accounts Receivable	-0.02
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	7,256,526.33
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	31,461,816.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-45,476.95
Total Accounts Payable	-45,476.95
Other Current Liabilities	
NJIB Note Payable	11,374,311.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-760.00
PERS - Contributions	197,703.46
PERS - Loans	161,714.54
PERS - Insurance	18,956.80
Union Dues	-1,055.41
Accrued Payroll Liabilities - Other	-48,448.76
Total Accrued Payroll Liabilities	328,412.77

12:06 PM
 11/13/24
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of October 31, 2024

	Oct 31, 24
Escrow Deposits Payable	
Stonewald/Morris HH	610.00
30 Continental Drive - J Sassan	2,511.25
Matrix Mount Olive	1,118.62
271 KH · 271 Kings Hwy - Adler WH	2,036.25
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
Villages at Roxbury	965.00
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	15,842.11
Due to Municipalities	-126,804.61
Compensated Absenses Payable	61,681.72
Accrued Interest Payable	58,090.70
Accounts Payable - Pension	-314,229.36
Accrued Liabilities	47,771.68
Total Other Current Liabilities	11,445,076.01
Total Current Liabilities	11,399,599.06
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	15,940,919.44
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	
375 HR · Contract 375 Handrail/Railings	6,750.00
370 WQ · Contract 370 Water Quality	36,539.77
PS Controls 1-5	8,696.55
365 PPE · Contract 365 Plant Process Eval	11,853.97
360 · Contract 360 HVAC & Roofs	
360 BR · Contract 360 HVAC/Roofs - BR	46,556.19
360 Leg · Contract 360 HVAC/Roofs - Le...	6,125.97
360 IB · Contract 360 HVAC/Roofs-NJIBa...	19.74
360 PSS · Contract 360 HVAC Roofs PSS	135.32
Total 360 · Contract 360 HVAC & Roofs	52,837.22
Contract 295 - Tertiary Ttmt	
295 PSS · Contract 295 TT - PS&S	1.25
295 IHC · Contract 295 TT - IHC	922.35
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Ttmt	1,027.60
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	1,267.77
300 Cop · Contract 300 Infl Scr - Coppola	304.05
300 - Misc (Permit, Legal)	825.02
Total Contract 300 Influent Screening	2,396.84

12:06 PM
 11/13/24
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of October 31, 2024

	Oct 31, 24
350 · Contract 350 - PCSIU	241.25
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm Telecommunications Project	1,460.92 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	-257,556.97
Total B-29 Capital Improvements	14,513.78
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	510,231.95
Total B-30 Renewal and Replacement	539,265.62
Operations	50,000.00
Restricted - Other	50,000.00
Total Restricted	733,031.40
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 · Opening Bal Equity	-7,578,426.57
32000 · Retained Earnings	-1,995,418.57
Net Income	944,322.77
Total Equity	15,520,896.69
TOTAL LIABILITIES & EQUITY	31,461,816.13

The **Pending Vouchers** for November 14, 2024, were approved for payment on a motion offered by Mr. Romano, seconded by Mrs. Michetti and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- None

Musconetcong Sewerage Authority

Through November 14, 2024

	Name	Memo	Split	Amount
OPERATING:	Alfred DeFelice	2024 SDI Reimbursement	B-11 · Disability	69.32
	Alfred DeFelice	Wastewater Course	B-28 · Education	50.11
	Allen, Scott	2024 SDI Reimbursement	B-11 · Disability	69.32
	Allmax	Invoice 28261 - Annual MSP Subscri	B-25 · Laborator	1,985.00
	American Wear	Uniform Service 10.22.2024-11.12.2	B-31 · External S	610.32
	Anthony Riccardi	2024 AEA Conference Stipend	B-2 · Administra	700.00
	Barbato, Nicholas	2024 SDI Reimbursement	B-11 · Disability	84.11
	Blue Diamond Disposal, I	Invoice 832249 - Monthly Trash Serv	B-31 · External S	469.00
	*Carlo's Cucina Italiana F	Invoice - 11.14.24 Finance Committ	B-2 · Administra	106.97
	Cintas First Aid & Safety	Invoice # 5233417102 First Aid Sup	B-31 · External S	393.79
	ERA	Invoice 068458	B-25 · Laborator	562.45
	Fisch Solutions	Invoice 13655 - Annual Service	B-15 · Telephone	396.00
	GenServe LLC / R&J Conti	Invoice 0466400-IN	B-19 · Maintenai	5,966.45
	James Shilling - Custodia	Replenish 2024 Petty Cash	Petty Cash	56.12
	Jesse Szczubelek	2024 SDI Reimbursement	B-11 · Disability	51.95
	Jesse Szczubelek	2024 Dental Reimbursement	B-10 · Hosp	180.00
	Jilliam Martucci	2024 SDI Reimbursement	B-11 · Disability	58.50
	Jilliam Martucci	2024 Dental, Mileage, Postage Reim	B-2 · Admin; B-1	253.86
	Magnum Vac Service, LLC	Invoice 275, 286	B-26 · Sludge Di	6,200.00
	Maraziti Falcon, LLP	Invoice 57899 - General Counsel Thi	B-3 · Legal	374.00
	Maraziti Falcon, LLP	Invoice 58081 - General Counsel Thi	B-3 · Legal	2,002.50
	Maraziti Falcon, LLP	Invoice 58083 - Permit Compliance	B-23 · Permit Ap	374.00
	Michael Kunkel	2024 SDI Reimbursement	B-11 · Disability	51.95
	Michael Kunkel	2024 Vision Reimbursement	B-10 · Hosp	717.00
	Mount Olive Bagels	Invoice 1069	B-2 · Administra	50.00
	Mount Olive Bagels	Invoice 3004	B-2 · Administra	50.00
	Napa Auto Parts	Invoice 5720-607998	B-19 · Maintenai	57.82
	Netcong Hardware Co.	October/November 2024	B-18 · Supplies/I	83.31
	NJMVC	Account # OL236910 - 2025 Annual	B-2 · Administra	150.00
	NJWEA	Invoice E13410 & E13416	B-28 · Education	300.00
	Office Concepts Group	Invoice 1195556-0	B-13 · Office	1,037.74
	One Call Concepts, Inc.	Invoice 4105445	B-2 · Administra	84.37
	PS&S	Invoice # 171749 - General Consulti	360 IB · Contrac	4,059.89
	R-D Trucking	Invoice 4866 - Sludge Hauling - 10.0	B-26 · Sludge Di	52,976.00
	Raritan Group, Branch 10	Invoice 3172116	B-19 · Maintenai	3,999.36
	Reiner Pump Systems, Inc	Invoice # KCP661SO-NJ - ABS EF10C	B-21 · Equipmer	1,850.00
	RingCentral	Invoice CD_000939819 - 10.19.24-1	B-15 · Telephone	313.24
	Schilling, James	2024 SDI Reimbursement	B-11 · Disability	109.43
	Smart Water Inc.	Invoice 42256	B-31 · External S	650.00
	State Chemical Solutions	Invoice 903564844- Customer # 78	B-18 · Supplies/I	1,009.37

	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
	USALCO	Invoice 910134782	B-18 · Supplies/I	11,407.48
	Vince Barbato	2024 SDI Reimbursement	B-11 · Disability	69.32
			TOTAL:	100,040.05
<u>CAPITAL:</u>	One Water Consulting, LL Invoice 1839 - Refined Nitrate Montc 370 WQ · Contra			3,080.65
	PS&S	Invoice # 171750 - C375 - through 11/375 HR · Contra		5,612.58
	PS&S	Invoice # 171748 - PSC- through 10/ PS Controls 1-5		1,613.75
			TOTAL:	10,306.98
<u>ESCROW:</u>	PS&S	Invoice # 171746 - Esc: Stonewald - tl Stonewald/Morr		826.25
			TOTAL:	826.25
<u>RENEWAL & REPLACEMENT:</u>			TOTAL:	0.00
<u>PAYROLL:</u>	MSA Payroll	Payroll Processing - 10.25.2024	B-1, B-14	32,664.93
	MSA Payroll	Payroll Processing - 11.08.2024	B-1, B-14	31,986.65
			TOTAL:	64,651.58
<u>ONLINE PYMTS:</u>	Altice	Confirmation # 24295013	B-15 · Telephone	315.00
	American Water	Confirmation # 1631394339	B-31 · External S	493.02
	Direct Energy	Confirmation #2927326	B-16 · Electric	22,203.45
	Direct Energy	Confirmation # 2927435, 2927436,	B-16 · Electric	1,113.67
	JCP&L/First Energy	Confirmation # 110169230	B-16 · Electric	9,203.52
	JCP&L/First Energy	Confirmation # 110350841	B-16 · Electric	457.94
	Local 32	Union Dues 10.2024	Accrued Payroll	292.50
	Lowe's	Reference # 2902733233	B-19 · Maintenan	16.29
	PVSC	Confirmation # 200171819281	B-26 · Sludge Di	39,353.60
	NJ Division of Pensions &	Reference # 29621039	Accounts Payab	5,428.87
	NJSHP	Reference # 30940304	B-10 · Hosp	23,490.28
	Primepoint	Invoice 637522	B-31 · External S	31.88
	Primepoint	Invoice 639132	B-31 · External S	44.38
	Shell/WEX	Confirmation # 816911122024	B-17 · Propane/f	439.65
	Tractor Supply	Confirmation # 621525328018390	B-19 · Maintenan	259.98
	Valic	Confirmation # 368779	Accrued Payroll	235.00
	Valic	Confirmation # 373621	Accrued Payroll	235.00
	Verizon Wireless	Transaction ID: 3304069972	B-15 · Telephone	249.97
			TOTAL:	103,864.00

The following **correspondence** for October-November 2024 was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schwab and the affirmative all in favor vote of members present. All In Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Comments:

- None

- **Correspondence:**

- A. NJIB: Construction Loan Accrued Interest Monthly Statement as of 09.30.2024
- B. 2024 Annual Survey of Local Government Finances F-32: Special Agencies: Submission Completion

Monthly Reports:

The Director's Report, Maintenance & Repairs Report for November 2024 and Flow Data for October 2024 were accepted on a motion offered by Mr. Sylvester and seconded by Mr. Riccardi and the affirmative all-in favor vote of members present All in Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Director's Report, Maintenance & Repairs Report, Flow Data Comments:

- Mr. Schilling advised The Board that on 12.05.2024 AEA will be meeting to discuss proposed rules for PFAS for surface water quality standards.
- Mr. McNeilly inquired about the prospective Jefferson Township tie-in; Mr. Schilling advised that there has not been any further movement on this.

The Office Manager's Report for November 2024 was accepted on a motion offered by Mr. Schwab and seconded by Mr. Romano and the affirmative all-in-favor vote of members present. All in Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Office Manager's Report Comments:

- Ms. Martucci advised The Board that anyone holding an MSA email must complete 90 minutes of cyber security training. Commissioners no longer utilizing their MSA email and wishing to terminate it should notify the MSA to have said email deactivated.
- Ms. Alexander, Esq. asked if anyone uses a personal email for MSA business and reminded everyone that any emails being utilized are subject to OPRA. It was suggested that James and Jilliam be cc'd on any MSA-related emails/matters.
- Mr. McNeilly reminded The Board that no one should reply all to any emails.

The Engineer's Report for November 2024 was accepted on a motion offered by Mr. Schwab and seconded by Mr. Romano and the affirmative all-in-favor vote of members present. All in Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Engineer's Report Comments:

- None

New Business:

Resolution No. 24-44 was tabled.

Comments:

- There was discussion among The Board regarding the details of the Sludge Hauling Contract which is due to expire on February 14, 2025. Mr. Schilling advised that we have the option to extend the contract.
- Mrs. Michetti advised that Roxbury Township already completed their bid process and secured \$50.00 per one thousand with the same vendor for three years.
- After further discussion among The Board, it was determined that the MSA will go out to public bid for the next contract term.

A Verbal Resolution to go out to Public Bid for Sludge Hauling was offered on a motion by Mr. Sylvester seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- Mr. Schwab requested that we do a two-year with an optional three-year agreement with the CPI.

Resolution No. 24-45 to move into Closed Session was offered on a motion by Mr. Schwab seconded by Mr. Riccardi and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- Entered Closed Session at 08:00pm to discuss permit litigation.

A motion to move back into open session was offered by Mr. McNeilly seconded by Mr. Schindelar and the affirmative all-in-favor vote of members present. All in Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Comments:

- Moved back into Open Session at 08:14pm.

Resolution No. 24-46 was offered on a motion by Mr. McNeilly seconded by Mr. Sylvester and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Yes	Mr. Sylvester	Yes

Comments:

- None

Continued New Business:

- Mr. Schwab advised The Board that the proposed increase for the member towns is expected to be 5%. There is also expected to be an approximate \$136,000.00 total return to the towns in 2025. Mr. Schwab detailed the budget line items that have seen increases resulting in overall operating increases. Debt Services were the bulk of the increase, there was a debt service reserve established as well.

Old Business:

- Draft LOA: Township of Roxbury Well No. 2 PFAS Water Treatment Facility Discharge to MSA
- Mrs. Michetti advised The Board that there is no movement on the topic.

Adjournment:

Motion made by Mr. McNeilly, seconded by Mr. Romano and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:20 pm. All in Favor:

Mr. Bradley	Absent	Mr. Riccardi	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
Chairman Rattner	Aye	Mr. Sylvester	Aye

Respectfully Submitted:
Jilliam Martucci – Office Manager

RESOLUTION 24-45

RESOLUTION AUTHORIZING CLOSED SESSION PURSUANT TO THE OPEN PUBLIC MEETINGS ACT TO DISCUSS ATTORNEY CLIENT PRIVILEGE ISSUES WITH REGARD TO THE MSA NJPDES PERMIT AND DISCUSSION OF PENDING OR THREATENED LITIGATION IN THE MATTER OF MUSCONETCONG SEWERAGE AUTHORITY V. NJDEP, OAL DKT. NO. ELU 05549-13 AND EER 05944-21

BE IT RESOLVED by the Musconetcong Sewerage Authority ("Authority") on this 26th day of November 2024, as follows:

1. In accordance with the Open Public Meetings Act, the Authority shall adjourn to executive session in accordance with N.J.S.A. 10:4-12(b)(7), in order to provide legal advice regarding NJPDES Permitting issues and regulations, which are communications subject to Attorney Client Privilege and to discuss pending or threatened litigation in the matter of Musconetcong Sewerage Authority v. NJDEP, OAL Dkt. no. ELU 05549-13 and EER 05944-21.
2. The minutes of the Closed Session relating to attorney client privilege will be released to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
3. The minutes of the executive session discussing pending or threatened litigation, to the extent not subject to attorney client privilege, shall be available to the public upon: the issuance of an unappealable Order of a Court of competent jurisdiction; upon settlement of all issues in the matter; or the failure to institute litigation after the passage of reasonable time.
4. This Resolution shall take effect as provided by law.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Musconetcong Sewerage Authority at its regular meeting held on November 26, 2024.

Musconetcong Sewerage Authority

ATTEST:

Joseph Schwab, Secretary-Treasurer

Steven Rattner, Chairman

Dated: November 26, 2024

RESOLUTION 24-46

RESOLUTION AUTHORIZING FILING OF AN APPEAL TO THE APPELLATE DIVISION IN THE MATTER OF MUSCONETCONG SEWERAGE AUTHORITY V. NJDEP, OAL DKT. NO. ELU 05549-13 AND EER 05944-21

BE IT RESOLVED by the Musconetcong Sewerage Authority ("Authority") on this 26th day of November 2024, as follows:

The Authority's Legal Counsel, Maraziti Falcon LLP, is authorized and directed to file an appeal of the NJDEP Commissioner's Final Decision in the matter of Musconetcong Sewerage Authority v. NJDEP, OAL Dkt. no. ELU 05549-13 and EER 05944-21.

This Resolution shall take effect as provided by law.

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Musconetcong Sewerage Authority at its regular meeting held on November 26, 2024.

Musconetcong Sewerage Authority

ATTEST:

Joseph Schwab, Secretary-Treasurer

Steven Rattner, Chairman

Dated: November 26, 2024

