

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
December 15, 2022

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

Chairman Rattner called the meeting to order at 7:30 PM. Following the Pledge of Allegiance to the Flag, 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, Brian McNeilly, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Elmer Still, Jack Sylvester

Members Absent: James Benson, Michael Grogan, Melanie Michetti, Joseph Schwab

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

Others Absent: Thomas Carroll – QPA

Attendance Roll Call:

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

Date/Time Call to Order: Thursday December 15, 2022 – 7:30PM
Others Present: ~~Tom Carroll~~, Pat Dwyer, James Wancho, James Schilling, Jilliam Martucci

| Motion / Resolution | Benson | Cangiano | Grogan | McNeilly | Michetti | Pucilowski | Rattner | Romano | Schindelar | Schwab | Still | Sylvester |
|---|--------|---------------|--------|---------------|----------|---------------|---------|---------------|---------------|--------|---------------|---------------|
| Attendance | Absent | Present | Absent | Present | Absent | Present | Present | Present | Present | Absent | Present | Present |
| Regular Meeting Minutes: 11.22.2022 ALL IN FAVOR | Absent | Second Aye | Absent | Motion Aye | Absent | Abstain | Aye | Aye | Aye | Absent | Aye | Aye |
| 2022 Budget vs Actual ROLL CALL | Absent | Aye | Absent | Motion Aye | Absent | Aye | Aye | Second Aye | Aye | Absent | Aye | Aye |
| November 30, 2022 Balance Sheet ROLL CALL | Absent | Aye | Absent | Motion Aye | Absent | Aye | Aye | Second Aye | Aye | Absent | Aye | Aye |
| Pending Vouchers December 8, 2022 ROLL CALL | Absent | Second Yes | Absent | Yes | Absent | Yes | Yes | Motion Yes | Yes | Absent | Yes | Yes |
| Correspondence ALL IN FAVOR | Absent | Aye | Absent | Aye | Absent | Motion Aye | Aye | Aye | Aye | Absent | Aye | Second Aye |
| Directors Report, Maintenance & Repairs December, 2022 Flow Data – Nov, 2022 ALL IN FAVOR | Absent | Aye | Absent | Second Aye | Absent | Aye | Aye | Aye | Motion Aye | Absent | Aye | Aye |
| Engineers Report- November, 2022 ALL IN FAVOR | Absent | Aye | Absent | Aye | Absent | Second Aye | Aye | Aye | Aye | Absent | Aye | Motion Aye |
| New Business: | | | | | | | | | | | | |
| Resolution # 22-53 ROLL CALL | Absent | Motion Yes | Absent | Yes | Absent | Yes | Yes | Yes | Second Yes | Absent | Yes | Yes |
| Old Business: | | | | | | | | | | | | |
| Adjournment: 08:02 pm ALL IN FAVOR | Absent | Aye | Absent | Aye | Absent | Aye | Aye | Second Aye | Aye | Absent | Motion Aye | Aye |

Chairman Rattner open and closed the meeting to the public.

The "Regular" meeting minutes of November 22, 2022 accepted on a motion offered by Mr. McNeilly, seconded by Mr. Cangiano and the affirmative all in favor vote of members present. All In Favor Vote:

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

Comments:

- None

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

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

Comments:

- None

Financial Reports – 2022

11:36 AM
12/08/22
Accrual Basis

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

| | Jan - Nov 22 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|--------------------|--------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Interest | 2,217.36 | | | |
| Trustee passdown | 3,402,768.02 | | | |
| Total Income | 3,404,985.38 | | | |
| Gross Profit | 3,404,985.38 | | | |
| Expense | 10.10 | | | |
| 66900 - Reconciliation Discrepancies | | | | |
| Personnel Services | | | | |
| B-1 - Administrative-S&W | 148,193.38 | 171,640.00 | -23,446.62 | 86.3% |
| B-14 - Operating-S&W | 589,484.81 | 668,000.00 | -78,505.19 | 88.2% |
| Total Personnel Services | 737,688.19 | 839,640.00 | -101,951.81 | 87.9% |
| Employee Benefits | | | | |
| B-9 - Pension | 106,877.56 | 105,000.00 | 1,877.56 | 101.6% |
| B-8 - Social Security | 54,783.03 | 66,458.00 | -11,674.97 | 82.4% |
| B-10 - Hosp | | | | |
| Dental/Vision | 6,122.88 | | | |
| B-10 - Hosp - Other | 167,562.44 | 200,000.00 | -32,437.56 | 83.8% |
| Total B-10 - Hosp | 173,685.30 | 200,000.00 | -26,314.70 | 86.8% |
| B-11 - Disability Insurance | 5,758.45 | 10,000.00 | -4,241.55 | 57.6% |
| B-6 - Unemployment | 5,996.68 | 7,000.00 | -1,003.32 | 85.7% |
| Total Employee Benefits | 348,901.02 | 388,458.00 | -41,556.98 | 89.3% |
| Administration Expenses | | | | |
| B-2 - Administrative-OE | 29,285.54 | 40,000.00 | -10,714.46 | 73.2% |
| Total Administration Expenses | 29,285.54 | 40,000.00 | -10,714.46 | 73.2% |
| Operations and Maintenance | | | | |
| B-3 - Legal | 19,968.74 | 35,000.00 | -15,031.26 | 57.1% |
| B-4 - Audit | 6,125.00 | 20,000.00 | -13,875.00 | 30.6% |
| B-5 - Engineer | | | | |
| NJPDES Permit | -7,500.00 | | | |
| B-5 - Engineer - Other | 32,553.19 | 35,000.00 | -2,446.81 | 93.0% |
| Total B-5 - Engineer | 25,053.19 | 35,000.00 | -9,946.81 | 71.6% |
| B-15 - Telephone | 9,324.89 | 25,000.00 | -15,675.11 | 37.3% |
| B-16 - Electric | 336,866.15 | 483,000.00 | -120,133.85 | 73.9% |
| B-17 - Propane/Fuel Oil | 25,226.73 | 30,000.00 | -4,773.27 | 84.1% |
| B-18 - Supplies/Chemicals | 141,885.03 | 200,000.00 | -58,114.97 | 70.9% |
| B-27 - Laboratory Supplies | 4,473.61 | 8,000.00 | -3,526.39 | 55.9% |
| B-13 - Office | 19,110.76 | 30,000.00 | -10,889.24 | 63.7% |
| B-21 - External Services | 72,174.39 | 75,000.00 | -2,825.61 | 98.2% |
| B-28 - Education/Training | 11,843.14 | 12,000.00 | -156.86 | 98.7% |
| B-25 - Laboratory Fees | 13,048.75 | 20,000.00 | -6,951.25 | 65.2% |
| B-19 - Maintenance/Repairs | 168,603.47 | 204,000.00 | -35,396.53 | 82.6% |
| B-20 - Insurance | 130,852.00 | 120,000.00 | 10,852.00 | 109.0% |
| B-24 - NJDEP Fees | 19,177.92 | 25,000.00 | -5,822.08 | 76.7% |
| B-12 - Trustee Admin Fee | 14,490.00 | 25,000.00 | -10,510.00 | 58.0% |
| B-23 - Permit Appl/Compliance Fees | 27,342.88 | 25,000.00 | 2,342.88 | 109.4% |
| B-21 - Equipment | 47,903.24 | 70,000.00 | -22,096.76 | 67.9% |
| B-26 - Sludge Disposal | 706,580.75 | 810,000.00 | -103,419.25 | 87.2% |
| B-22 - Contingency | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| Total Operations and Maintenance | 1,802,853.61 | 2,254,000.00 | -451,346.39 | 80.0% |
| Debt Service | | | | |
| Debt Svs - Principal Payment | 392,777.56 | | | |
| Debt Svs - Interest Payment | 328,535.55 | | | |
| Debt Service - Other | 0.00 | | | |
| Total Debt Service | 721,313.21 | 724,723.00 | -3,409.79 | 99.5% |
| Reserves | | | | |
| B-29 - Capital Improvement | 98,538.39 | 200,000.00 | -101,461.61 | 49.3% |
| B-30 - Renewal & Replacement | 54,938.85 | 200,000.00 | -145,061.15 | 27.5% |
| Total Reserves | 153,477.04 | 400,000.00 | -246,522.96 | 38.4% |

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12/08/22
Accrual Basis

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

| | Jan - Nov 22 | Budget | \$ Over Budget | % of Budget |
|---------------------------------|----------------------|----------------------|---------------------|--------------|
| Misc. Income | -86.25 | | | |
| Operating Refund | -163.90 | | | |
| Pension Reimbursement | -11,183.25 | | | |
| Total Expense | -3,779,895.31 | 4,646,821.00 | -866,925.69 | 81.3% |
| Net Ordinary Income | -374,909.93 | -4,646,821.00 | 4,271,911.07 | 8.1% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Short Term Disability Reimburse | 11,531.03 | | | |
| Total Other Income | 11,531.03 | | | |
| Other Expense | | | | |
| Bank Fee | -40.00 | | | |
| Total Other Expense | -40.00 | | | |
| Net Other Income | 11,571.03 | | | |
| Net Income | -363,338.90 | -4,646,821.00 | 4,283,482.10 | 7.8% |

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11:33 AM
12/08/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of November 30, 2022

| | Nov 30, 22 |
|--|----------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| OA 8169 - Operating Acct TD - 8169 | 714,101.78 |
| PR 3717 - Payroll Account TD - 3717 | 18,001.56 |
| CI 6030 - Capital Improvement TD - 5030 | 1,206,626.16 |
| Es 3226 - Escrow Account TD Bank - 3226 | 11,427.99 |
| RR 1380 - Renewal & Replacement TD -1380 | 691,364.65 |
| Patty Cash | 100.00 |
| Total Checking/Savings | 2,600,626.14 |
| 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 | 5,691,240.13 |
| 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 | 29,896,529.93 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 29000 - Accounts Payable | -44,758.98 |
| Total Accounts Payable | -44,758.98 |
| Other Current Liabilities | |
| NJIB Note Payable | 9,689,735.00 |
| Accrued Payroll Liabilities | |
| Garnishment | 302.14 |
| VALIC | 50.00 |
| PERS - Contributions | 104,215.53 |
| PERS - Loans | 113,868.51 |
| PERS - Insurance | 13,090.59 |
| Union Dues | -1,016.41 |
| Accrued Payroll Liabilities - Other | -47,699.60 |
| Total Accrued Payroll Liabilities | 162,830.72 |
| Escrow Deposits Payable | |
| Matrix Mount Olive | 1,296.25 |
| 271 KH - 271 King Hwy - Adler WH | 2,036.25 |
| 40 - Bank Street Urban Walk Urban Re | 1,825.00 |
| 34 - Bank Street Urban Renewal LLC | 12.00 |
| QC - QuickChek Roxbury | 210.00 |
| Watertown Valley Road Sewer Ext. | 100.75 |
| Villages at Roxbury | 965.00 |
| Crownpoint Multifamily Project | 904.25 |
| Escrow Deposits Payable - Other | 5,548.49 |
| Total Escrow Deposits Payable | 12,898.49 |

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Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of November 30, 2022

| | Nov 30, 22 |
|--|----------------------|
| Compensated Absences Payable | 61,681.72 |
| Accrued Interest Payable | 26,072.79 |
| Accounts Payable - Pension | 80,223.62 |
| Accrued Liabilities | 47,771.65 |
| Total Other Current Liabilities | 9,330,766.56 |
| Long Term Liabilities | 9,266,007.60 |
| Net Pension Liability | 1,394,376.00 |
| Loans Payable | 2,145,402.36 |
| Def. Inflows of Resources | 10,200.00 |
| Unmort Gain on Refunding 2007 | 991,342.00 |
| Def. Pension Inflows | |
| Total Def. Inflows of Resources | 1,001,542.00 |
| Total Long Term Liabilities | 4,541,320.36 |
| Total Liabilities | 13,827,327.98 |
| Equity | 22,689,413.56 |
| Net Investment in Capital Asset | |
| Restricted | 29,252.00 |
| Future Retirement Reserve | 50,000.00 |
| B-29 Capital Improvements | |
| 365 PSS - Contract 365 Plant Process Eval | 56,289.38 |
| 360 - Contract 360 HVAC & Roofs | |
| 360 IS - Contract 360 HVAC/roofs-subbank | 84,672.50 |
| 360 PSS - Contract 360 HVAC Roofs PSS | 129,422.82 |
| Total 360 - Contract 360 HVAC & Roofs | 194,295.32 |
| Contract 295 - Tertiary Tmt | |
| 295 PSS - Contract 295 TT - PS&S | 5,880.63 |
| 295 IHC - Contract 295 TT - IHC | 922.35 |
| 295 - Misc (Permit, Legal) | 104.00 |
| Total Contract 295 - Tertiary Tmt | 6,906.98 |
| Contract 300 Influent Screening | |
| 300 PSS - Contract 300 Infl Scr - PSS | 1.08 |
| 300 Cop - Contract 300 Infl Scr - Coppola | 304.05 |
| 300 - Misc (Permit, Legal) | 1,668.00 |
| Total Contract 300 Influent Screening | 1,973.13 |
| As - Air Sampling | 5,225.33 |
| 350 - Contract 350 - PCSIU | 1,122.50 |
| 335 - Contract 335 - SC 3&4 | 11,694.10 |
| 330 - Contract 330 GT 1 | 9,776.65 |
| 319 - Contract 319 Phase III Air Perm | 1,460.62 |
| Telecommunications Project | 4,760.00 |
| 305 - Contract 305 NUS Application | 48.62 |
| 285 - Contract 285 - SC #1 & 2 | 93,801.49 |
| 270 - Contract 270 Thickeners | 8,943.08 |
| 280 - Contract 280 PC #2 | 21,342.49 |
| B-29 Capital Improvements - Other | 150,001.45 |
| Total B-29 Capital Improvements | 607,541.67 |
| B-30 Renewal and Replacement | |
| 335 - Contract 335 - 19 Pumps | 29,033.67 |
| B-30 Renewal and Replacement - Other | 846,336.66 |
| Total B-30 Renewal and Replacement | 877,370.23 |

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12/08/22
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of November 30, 2022

| | Nov 30, 22 |
|---------------------------------------|----------------------|
| Operations | 50,000.00 |
| Total Restricted | 1,314,163.90 |
| Unrestricted | |
| Designated | -107,975.00 |
| Undesignated | 835,952.10 |
| Total Unrestricted | 727,977.10 |
| 3000 - Opening Bal Equity | -5,504,351.57 |
| 32000 - Retained Earnings | -2,819,782.98 |
| Net Income | -338,205.06 |
| Total Equity | 16,069,201.95 |
| TOTAL LIABILITIES & EQUITY | 29,896,529.93 |

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The **Pending Vouchers** for November 30, 2022 were approved for payment on a motion offered by Mr. Romano, seconded by Mr. Cangiano and the affirmative roll call vote of members present. Roll Call Vote:

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

Comments:

- None

**Musconetcong Sewerage Authority
Through November 30, 2022**

| | | | | |
|-------------------|---------------------------|---------------------------------|-----------------|------------------|
| OPERATING: | Alfred DeFalco | 2022 Boot Reimbursement | B-18 · Supplies | 150.00 |
| | Allmax Software, Inc. | Invoice 26882 & 26881 | B-25 · Laborato | 1,945.00 |
| | American Wear | Uniform Service 11.22.2022-12 | B-31 · External | 472.80 |
| | Aqua Pro-Tech Laborato | Invoice 227108479 - Effluent/In | B-25 · Laborato | 839.50 |
| | Blue Diamond Disposal, I | Invoice 677416 - Monthly Trash | B-31 · External | 437.33 |
| | Business Machine Techn | Invoice(s) 2366406, 2366407.1 | B-31 · External | 972.10 |
| | Certified Laboratories | Invoice 7973054 | B-18 · Supplies | 319.95 |
| | Cintas First Aid & Safety | Invoice 5135049336 | B-31 · External | 209.15 |
| | Colabella, Robert | 2022 Dental & Eye Reimburserr | Dental/Vision | 718.74 |
| | DeFazio, Keith | 2022 Dental Reimbursement | Dental/Vision | 970.32 |
| | Divita Balance Service C | Invoice 7898 | B-25 · Laborato | 475.00 |
| | Gannett New Jersey New | Invoice 5075940 - SH22 Advert | B-2 · Administr | 87.26 |
| | Gill ID Systems | Invoice 120722JD20 | B-2 · Administr | 115.00 |
| | Grainger | Invoice 9495945884 & 949658 | B-19 · Maintene | 232.29 |
| | Jilliam Martucci | Mileage/Dental Reimbursement | B-2, B-10 | 514.20 |
| | Maryland Biochemical Cc | Invoice 11QQ1060 | B-18 · Supplies | 5,154.18 |
| | Maryland Biochemical Cc | Invoice 9QQ1046 | B-18 · Supplies | 7,025.00 |
| | Netcong Hardware Co. | November/December 2022 Sta | B-18 · Supplies | 43.54 |
| | Nlusene Oliveira Cleanin | Invoice 2204,2205,2206,2207 | B-18 · Supplies | 800.00 |
| | NJ/MVC | Account # OL236910 | B-2 · Administr | 150.00 |
| | Office Concepts Group | Invoices 1105907-0 | B-13 · Office | 1,097.96 |
| | One Call Concepts, Inc. | Invoice 2115441 | B-2 · Administr | 82.92 |
| | Panera LLC | Invoice 20470992 - Safety Trair | B-28 · Educatio | 102.18 |
| | Passaic Valley Sewerage | Invoice 521212 - Liquid Waste / | B-26 · Sludge C | 33,598.80 |
| | PS&S | Invoice 156994 | B-5 Engineer | 947.50 |
| | PS&S | Invoice 156996 | B-2 · Administr | 1,618.75 |
| | Randolph Township | 2023 MCCPC Membership Fee | B-2 · Administr | 1,100.00 |
| | RingCentral | Invoice CD_000493137 - Serv | B-15 · Telephon | 314.80 |
| | Roxbury Twp. Water Dep | Invoice # 9318-0 & 8250-0 | B-31 · External | 134.94 |
| | SEM/BDS Stroudsburg E | Invoice 6400733 | B-19 · Maintene | 1,890.40 |
| | Service Tire Truck Cente | Invoice # 22-0085586-007 | B-19 · Maintene | 619.24 |
| | Tritec Office Equipment | Invoice 72760 - Contract Usage | B-13 · Office | 113.90 |
| | USALCO | Invoice 20250652 | B-18 · Supplies | 8,659.99 |
| | Vince Barbato | 2022 Dental Reimbursement | Dental/Vision | 726.24 |
| | Vince Barbato | 2022 Boot Reimbursement | Dental/Vision | 129.99 |
| | West Chester Machinery | Invoice # 01-57076 | B-19 · Maintene | 168.74 |
| | | TOTAL: | | 72,917.71 |
| ESCROW: | PS&S | Invoice # 156926 - Matrix - 200 | Matrix Mount O | 2,942.50 |
| | PS&S | Invoice # 156992 - Matrix | Matrix Mount O | 351.15 |
| | | TOTAL: | | 3,293.65 |
| PAYROLL: | MSA Payroll | 11.23.2022 Payroll Processing | B-1, B-14 | 33,351.44 |
| | MSA Payroll | 12.09.2022 Payroll Processing | B-1, B-14 | 31,018.84 |
| | | TOTAL: | | 64,370.28 |

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| | | | | |
|--------------------------------------|-------------------|-----------------------------|-----------------|------------------|
| CAPITAL: | PS&S | Invoice 156997 | B-29, C295 | 5,879.38 |
| | PS&S | Invoice 156993 | B-29, AS | 2,378.75 |
| | PS&S | Invoice 156995 | B-29, C360 | 33,408.76 |
| | | TOTAL: | | 41,666.89 |
| ONLINE & MANUAL PAYMENTS: | Altice/Optimum | Account # 07876-645020-01-5 | B-15 · Telephon | 231.84 |
| | JCP&L | Confirm # 93204561 | B-16 · Electric | 8,476.77 |
| | Local 32 | Union 11.01.22-11.30.22 | Union Dues | 351.00 |
| | Lowe's | Reference No 2264899169 | B-19 · Maintene | 825.24 |
| | NJ American Water | Confirm # 810723285 | B-31 · External | 1,303.41 |
| | NJSHBP | Reference No 33950950 | B-10 · Hosp | 16,922.02 |
| | Primepoint | Invoice 542068 | B-31 · External | 33.00 |
| | Primepoint | Invoice 544278 | B-31 · External | 31.50 |
| | Shell/WEX | Confirm # 816912212022 | B-17 · Propane | 546.85 |
| | VALIC | Confirm # 247903 | Accrued Payrc | 500.00 |
| | VALIC | Confirm # 249811 | Accrued Payrc | 425.00 |
| | | TOTAL: | | 29,646.63 |
| RENEWAL & REPLACEMENT | | | TOTAL: | 0.00 |

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The following **correspondence** for November, 2022 was received and filed on a motion offered by Mr. Pucilowski, seconded by Mr. Sylvester and the affirmative all in favor vote of members present. All In Favor Vote:

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

• **Correspondence:**

- A. Conner Strong & Buckelow: 2023 Auto ID - Renewal Documents
- B. NJIbank: Construction Loan Accrued Interest Monthly Statement 11.30.2022
- C. QBE Specialty Insurance Company: Notice of Cancellation, Non-renewal or Declination of Insurance, Policy No. QJL01046-06
- D. H2Loans: Contract 36- - Water Bank Loan Application – Submission Confirmation: MSA S340384-10
- E. BMT: Monthly IT Report 12.06.2022
- F. OPEIU, Local 32: Bargaining Agreement Negotiations, expiration 12.31.2022
- G. State of NJ, DEP: NJWB State Project No. S340384-09, Contract 300 Influent Screening Facility, Change Order No. 1
- H. *2022 Census of Government Local Government Finance: Submission Confirmation
- I. *State of NJ, DEP: Air Pollution Control Preconstruction Permit & Certificate to Operate Compliance Plan Change, Permit Activity PCP220001, Program Interest No. 83115, approval Date 12.13.2022, Expiration Date: 04.26.2025
- J. *JW Topping & Associates: MSA ABL 636185, Life Insurance Company of NJ

Comments:

- C: Mr. Romano inquired about the cancellation for QBE, Mr. Schilling advised that we were notified of the cancellation, JIF seamlessly moved us into a new policy.
 - Mr. McNeilly advised that this affects all municipalities as well, they received the same letter.

Monthly Reports:

The Director's Report for the month of December, 2022 and Maintenance and Repairs and Flow Data for November, 2022 was accepted on a motion offered by Mr. Schindelar and seconded by Mr. McNeilly and the affirmative all-in favor vote of members present. All In Favor Vote:

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

Comments:

- Mr. Schilling advised The Board that Frank Covelli of PIA was at our Quarterly Safety meeting and that he or his colleague Don attend every meeting which is a huge improvement with them as our Risk Manager.
- Mr. Schilling requested any receipts from the AEA Conference so 1099's don't have to be issued.
- Mr. Pucilowski commented on the amount of work done on the Ford F250, Mr. Schilling advised that this vehicle does not leave the campus, it is for snow removal on campus only. We are hoping to replace this unit next year.
- Mr. Pucilowski asked about the Muffin Monsters, Mr. Schilling advised that he will be meeting with the Engineer Committee to further discuss. Mr. Schilling advised that the manufacturer now has an exchange program available, where they don't take the cartridge back, it's just the cartridge assemblies at \$13,000-\$14,000 each.
- Mr. Pucilowski inquired about the Lift Struts on Disc Filter #4, Mr. Schilling advised that we need to purchase the struts and the company doesn't work on PO's. Mr. Wancho then stated that he would reach out to Iron Hills Construction and see what they are able to do.
- Mr. Schilling discussed the increase on the JIF policy, he has requested an explanation as to why there is such an increase and also asked Mr. Covelli our Risk Manager to look into this. Mr. McNeilly asked if we have the Risk Manager complete an appraisal of the MSA. Mr. McNeilly advised that the worker's comp increase is due to changes in the Governor's Office. Mr. McNeilly suggested shopping around the policy.

The Engineer's Report for the month of November, 2022 was accepted on a motion offered by Mr. Sylvester, seconded by Mr. Pucilowski and the affirmative all-in favor of members present. All In Favor Vote:

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

Comments:

- Mr. Wancho advised that the Air Permit modification was received and closed out for the time being.

New Business:

Resolution No. 22-53 was offered on a motion by Mr. Cangiano seconded by Mr. Schindelar and the affirmative roll call vote of members present. Roll Call Vote:

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

*See attached resolution

Comments:

- Mr. Schilling stated that is part of our Capital Plan to invest \$50,000.00 over 5 years at the Pump Stations and paid out of the Capital Budget.
- Mr. Schilling also advised that Passaic Valley Co-Op contracts are expiring July, 2023, there will be significant increases.

New Business:

Comments:

- Mr. Schilling advised that he will set up a meeting with the Personnel Committee regarding the Union contract. Mr. Sylvester stated that the Union made their first offer.

Old Business:

Comments:

- None

Adjournment:

Motion made by Mr. Still, seconded by Mr. Romano at 08:02pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:14pm. All In Favor Vote:

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

Respectfully Submitted:
Jilliam Martucci - Administrative Assistant

RESOLUTION NO. 22-53

Resolution of the Musconetcong Sewerage Authority
Awarding a Contract to Reiner Pump Systems, Inc.
for the Purchase of Two Sulzer/ABS XFP 100G CB1 PE210/4 Pumps
Utilizing PVSC Co-op Contract #B270-4

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to replace two pumps in Pump Station #4 to facilitate the continued efficient operation of its wastewater treatment facility; and

WHEREAS pursuant to N.J.S.A. §40A:11-10 the contracting unit may, without advertising for bids, purchase goods or services under a contract entered into with a cooperative purchasing entity;

WHEREAS the MSA is a member of the North Jersey Wastewater Cooperative Pricing System ("NJWCPS") and the Passaic Valley Sewerage Authority ("PVSC") is the lead agency of the NJWCPS; and

WHEREAS the NJWCPS is a cooperative purchasing entity as set forth in NJAC §5:34-7.4; and

WHEREAS MSA has obtained a Proposal (see attached) dated December 2, 2022 from Reiner Pump Systems, Inc. ("Reiner") to provide two (2) Sulzer/ABS XFP 100G CB1 PE210/4 wet pit submersible pumps and associated equipment (the "Pumps") utilizing PVSC Co-op Contract #B270-4 (the "Proposal"); and

WHEREAS MSA desires to utilize the contract obtained by PVSC with Reiner to purchase this Pumps; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a

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contract to Reiner Pump Systems, Inc. for the purchase of two (2) Sulzer/ABS XFP 100G CB1 PE210/4 wet pit submersible pumps and associated equipment at cost of \$39,444.00 as described in their Proposal; and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$39,444.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the award in the amount of \$39,444.00 shall utilize PVSC contract B270-4; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract using Budget line B-29 Capital; and it is

FURTHER RESOLVED that the Director, is hereby authorized to take such other actions as are necessary to complete said purchase on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:


Joseph Schwab, Secretary-Treasurer


Steven Rattner, Chairman

Dated: December 15, 2022

SEE ATTACHED PROPOSAL DATED DECEMBER 2, 2022