

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
December 16, 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 (entered meeting at 7:37pm), 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	Absent
Mr. McNeilly	Present	Mr. Schwab	Present
Mrs. Michetti	Present	Mr. Still	Present
Mr. Pucilowski	Present	Mr. Sylvester	Present

Date/Time Call to Order: Thursday December 16, 2021 - 7:30PM
Others Present: Tom Carroll, Patrick Dwyer, Jim Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Benson	Cangiano	Grogan	McNeilly	Michetti	Pucilowski	Rattner	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present
Regular Meeting Minutes: November 23, 2021 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Motion Yes	Yes	Absent	Yes	Yes	Yes	Yes
2021 Budget vs Actual ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes <small>Entered meeting 7:37pm</small>	Second Yes	Yes	Yes
November 30, 2021 Balance Sheet ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Second Yes	Yes	Yes
Pending Vouchers; December 9, 2021 ROLL CALL	Absent	Motion Yes	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Aye	Motion Aye	Aye	Second Aye	Aye	Aye	Aye	Aye	Aye	Aye
Directors Report, Maintenance & Repairs December, 2021 Flow Data - Nov, 2021 ROLL CALL	Absent	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Motion Aye	Aye	Aye	Aye
Engineers Report- December, 2021 ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Second Aye	Aye	Aye	Motion Aye	Aye	Aye	Aye
New Business:												
Resolution # 21-51 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Lost Connection
Resolution # 21-52 ROLL CALL	Absent	Yes	Yes	Yes	Yes	No	Yes	Yes	Motion No	Second Yes	Yes	Yes
Resolution # 21-53 ROLL CALL	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
Resolution # 21-54 ROLL CALL	Absent	Yes	Yes	Yes	Second Yes	Yes	Yes	Yes	Motion Yes	Yes	Yes	Yes
Old Business:												
Closed Session: 08:26 pm ALL IN FAVOR	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Motion Yes	Yes	Second Yes	Yes
Open Session: 08:45 pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Motion Aye	Aye	Aye	Second Aye	Aye
Adjournment 08:46pm ALL IN FAVOR	Absent	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Second Aye	Aye	Motion Aye	Aye

Chairman Rattner opened and closed the meeting to the public.

The "Regular" meeting minutes of November 23, 2021 accepted on a motion offered by Mr. Pucilowski, seconded by Mrs. Michetti 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:

- Mr. Schindelar entered the virtual meeting at 7:37pm.

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

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	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

12:55 PM

12/08/21

Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through November 2021**

	Jan - Nov 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				
66900 · Reconciliation Discrepancies	-276.54			
Personnel Services				
B-1 · Administrative-S&W	144,115.13	171,640.00	-27,524.87	84.0%
B-14 · Operating-S&W	586,245.27	668,000.00	-81,754.73	87.8%
Total Personnel Services	730,360.40	839,640.00	-109,279.60	87.0%
Employee Benefits				
B-9 · Pension	96,343.08	105,000.00	-8,656.92	91.8%
B-8 · Social Security	54,323.63	66,458.00	-12,134.37	81.7%
B-10 · Hosp				
Dental/Vision	1,506.66			
Hospitalization	1,200.00			
B-10 · Hosp - Other	150,747.21	200,000.00	-49,252.79	75.4%
Total B-10 · Hosp	153,453.87	200,000.00	-46,546.13	76.7%
B-11 · Disability Insurance	7,497.80	10,000.00	-2,502.20	75.0%
B-6 · Unemployment	5,779.70	7,000.00	-1,220.30	82.6%
Total Employee Benefits	317,398.08	388,458.00	-71,059.92	81.7%
Administration Expenses				
B-2 · Administrative-OE	15,590.22	40,000.00	-24,409.78	39.0%
Total Administration Expenses	15,590.22	40,000.00	-24,409.78	39.0%
Operations and Maintenance				
B-3 · Legal	26,552.30	35,000.00	-8,447.70	75.9%
B-4 · Audit	10,277.50	20,000.00	-9,722.50	51.4%
B-5 · Engineer	43,109.04	30,000.00	13,109.04	143.7%
B-15 · Telephone	12,192.15	25,000.00	-12,807.85	48.8%
B-16 · Electric	284,445.57	487,500.00	-203,054.43	58.3%
B-17 · Propane/Fuel Oil	22,584.57	29,000.00	-6,415.43	77.9%
B-18 · Supplies/Chemicals	190,019.87	200,000.00	-9,980.13	95.0%
B-27 · Laboratory Supplies	4,368.83	12,000.00	-7,631.17	36.4%
B-13 · Office	24,181.63	30,000.00	-5,818.37	80.6%
B-31 · External Services	38,270.39	75,000.00	-36,729.61	51.0%
B-28 · Education/Training	7,623.99	28,000.00	-20,376.01	27.2%
B-25 · Laboratory Fees	11,108.99	30,000.00	-18,891.01	37.0%
B-19 · Maintenance/Repairs	158,852.31	204,000.00	-45,147.69	77.9%
B-20 · Insurance	109,640.00	110,000.00	-360.00	99.7%
B-24 · NJDEP Fees	20,139.00	25,000.00	-4,861.00	80.6%
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	740,258.19	720,000.00	20,258.19	102.8%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,802,140.85	2,200,500.00	-398,359.15	81.9%
Debt Service				
Debt Svs - Principal Payment	419,166.59			
Debt Svs - Interest Payment	371,653.68			
Debt Service - Other	0.00	723,513.00	-723,513.00	0.0%

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12/08/21

Accrual Basis

Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
 January through November 2021

	Jan - Nov 21	Budget	\$ Over Budget	% of Budget
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	3,994,760.57	4,592,111.00	-597,350.43	87.0%
Net Ordinary Income	505,782.02	-4,592,111.00	5,097,893.02	-11.0%
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	<u>512,247.97</u>	<u>-4,592,111.00</u>	<u>5,104,358.97</u>	<u>-11.2%</u>

Musconetcong Sewerage Authority
Balance Sheet
 As of November 30, 2021

	Nov 30, 21
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 · Operating Acct TD - 8169	1,324,954.60
PR 3717 · Payroll Account TD - 3717	4,498.98
CI 5030 · Capital Improvement TD - 5030	1,453,277.80
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	3,317,199.42
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	6,407,814.41
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	30,613,104.21
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	7,883,178.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-550.00
PERS - Contributions	71,689.12
PERS - Loans	79,579.29
PERS - Insurance	10,150.57
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	112,455.11
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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 12/08/21
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of November 30, 2021

	Nov 30, 21
Compensated Absences Payable	61,681.72
Accrued Interest Payable	24,811.48
Accounts Payable - Pension	1,350.12
Accrued Liabilities	47,771.68
Total Other Current Liabilities	8,140,810.35
Total Current Liabilities	8,096,731.67
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	12,638,052.05
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
Contract 295 - Tertiary Tmt	
295 PSS · Contract 295 TT - PS&S	111,434.48
295 IHC · Contract 295 TT - IHC	561,943.15
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	673,481.63
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	42,564.88
300 Cop · Contract 300 Infl Scr - Coppola	307,764.18
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	351,997.06
AS · Air Sampling	15,085.42
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	1,368.82
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	282,312.53
Total B-29 Capital Improvements	1,478,172.94
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	2,327,146.44

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12/08/21
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of November 30, 2021

	Nov 30, 21
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 · Opening Bal Equity	-5,186,751.57
32000 · Retained Earnings	-2,992,095.40
Net Income	409,365.03
Total Equity	17,975,052.16
TOTAL LIABILITIES & EQUITY	30,613,104.21

The **Pending Vouchers** through December 9, 2021 were approved for payment on a motion offered 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	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 December 9, 2021

<u>OPERATING:</u>	American Wear	Uniform Service 11.23.21-12.07.	B-31 · External Services	421.68
	Barbato, Nicholas	Vision Reimbursement - Balance	B-10 Dental/Vision	167.33
	Blue Diamond Disposal, Inc.	Invoice 16133 - Monthly Trash S	B-31 · External Services	312.37
	Business Machine Technologi	Invoice 2363290, 2363288, 2363	B-31 · External Services	764.00
	Colabella, Robert	Boot Reimbursement	B-18 · Supplies/Chemicals	59.97
	DeFazio, Keith	License & Boot Reimbursement	B-18 · Supplies/Chemicals	194.85
	Divita Balance Service Co.	Invoice 7355	B-25 · Laboratory Fees	415.00
	EcoMaids	Sanitation Cleaning & Fogging S	B-31 · External Services	730.00
	Fisher Scientific	Invoice 3825734	B-27 · Laboratory Supplies	769.13
	Jilliam Martucci	Dental Reimbursement	B-10 Dental/Vision	500.00
	One Call Concepts, Inc.	Invoice 1115432- 11/2021 - 66 M	B-2 · Administrative-OE	91.52
	Passaic Valley Sewerage Con	Invoice 519818 - Liquid Waste A	B-26 · Sludge Disposal	37,770.00
	Penn Stainless Products	Invoice # 1607492	B-18 · Supplies/Chemicals	631.40
	PS&S	Invoice 149386	B-5 Engineer	1,040.00
	Quadient	Invoice # 58829935 - Postage M	B-13 · Office	86.25
	Quinn, Shane	Dental Reimbursement	B-10 Dental/Vision	726.24
	RingCentral	Invoice CD_000323669 - Month	B-15 · Telephone	314.08
	Roxbury Twp. Water Dept.	Invoice # 8250-0 & 9318-0	B-31 · External Services	134.94
	*Russell Reid	Invoice 0006358387 - Sludge H	B-26 · Sludge Disposal	27,949.80
	Treasurer, State of New Jerse	Invoice 211868040 - NJEMS Bill	B-24 · NJDEP Fees	50.00
	Tritec Office Equipment	Invoice 62831 - Quarterly Copier	B-13 · Office	114.35
	United Federated Systems	Invoice 250722	B-19 · Maintenance/Repair	115.00
	USALCO	Invoice 20210709	B-18 · Supplies/Chemicals	6,800.60
	USALCO	Invoice 20208364 20210709 202	B-18 · Supplies/Chemicals	20,612.85
	Vince Barbato	Dental & Boot Reimbursement	B-10, B-18	<u>843.55</u>
			TOTAL:	101,614.91
<u>CAPITAL:</u>	Coppola Services, Inc.	Invoice #8 - Contract 300	300 Cop · Contract 300 Infl	93,436.58
	Iron Hills Construction, Inc.	Invoice 14 - Contract 295	295 IHC · Contract 295 TT	81,830.00
	PS&S	Invoice 149396	B-29 C:295 - PSS	25,422.44
	PS&S	Invoice 149385	B-29 C350	1,126.25
	PS&S	Invoice 149387	B-29 C:AS	<u>4,391.02</u>
			TOTAL:	206,206.29
<u>PAYROLL:</u>	MSA Payroll	Processing 11.24.2021	B-1, B-14	30,838.49
	MSA Payroll	Processing 12.10..2021	B-1, B-14	<u>27,739.00</u>
			TOTAL:	58,577.49

<u>ONLINE PYMTS:</u>	Verizon	Confirm # 1647887048 10.02.21	B-15 · Telephone	329.40
	Shell/WEX	Invoice # 75663039 10.06.21 - 1	B-17 · Propane/Fuel Oil	441.47
	Primepoint	Payroll Processing 11.24.2021	B-31 · External Services	31.88
	VALIC	Payroll Processing 11.24.2021	VALIC	500.00
	Local 32	Union Dues 11.01.21-11.30.21	UNION	273.00
	Primepoint	Payroll Processing 12.10.2021	B-31 · External Services	44.38
	VALIC	Payroll Processing 12.10.2021	VALIC	500.00
	NJSHBP	Reference # 34063379	B-10	16,983.28
	Direct Energy	Confirmation # 2043395	B-16 · Electric	9,805.16
	Optimum	Payment ID 810038363	B-15 · Telephone	339.89
	JCP&L	Confirmation # 84082716	B-16 · Electric	6,907.25
	Verizon	Account # 3849-00001 - 11.02.2	B-15 · Telephone	329.44
	Shell/WEX	Invoice # 76525668 11.05.21-12	B-17 · Propane/Fuel Oil	<u>402.86</u>
			TOTAL:	36,888.01

ESCROW: **TOTAL: 0.00**

RENEWAL & REPLACEMENT: **TOTAL: 0.00**

The following **correspondence** for the December, 2021 was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Pucilowski 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:**

- First Environment: 2021 Environmental Joint Insurance Fund Audit
- NJ IBank Approval: Requisition No. S340384-09-SC-12, Project No. S340384-09 (CLP)
- PCS Pump and Process: Tertiary Treatment Replacement Project, Proposed Modifications to Section 16900 Wireless Network Systems – Revision 4
- Professional Insurance Associates: Submission of Qualifications and Credentials, Risk Management Services – Property & Casualty Coverages
- NJDEP: MSA PI 83115 PCP 210001 – Odor Management Plan Revision 1
- PS&S: Proposal for Additional Professional Services, NJPDES Review
- Wielkotsz & Company: Projected Impact of New Debt Service Payments on the Authority’s Unrestricted Net Position
- PS&S: MSA Contract 300, Influent Screening Facility – Unit Heaters, Change Order
- State of New Jersey DOT: Public Notification of Remedial Investigation Activities NJDOT Route 80 West Right of Way Exit 27A. Route 80 West MP 27.19 Roxbury Township, Morris County, New Jersey

Comments:

- Correspondence A: Mr. Pucilowski requested a copy of the audit report.
 - Mr. Schilling advised it was included in November’s meeting documents.
 - Chairman Rattner asked about paragraph 3, Mr. Schilling advised that this is a catch all phrase.
- Correspondence I: Chairman Rattner asked if a map was received.
 - Mr. Schilling advised that the document was shared as presented, there are no MSA assets in the area.

Monthly Reports:

The Director's Report, and Maintenance and Repairs Report, for the month of December, 2021 and Flow Data for November, 2021 was accepted on a motion offered by Mr. Schindelar and seconded by Mr. Pucilowski 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:

- Mr. Schilling advised the Sussex County Health Department was on site 12.16.2021 for Odor Complaints and the visit found no odors.
- Mr. Pucilowski asked the about the progress of the roofing issues listed under facility management
 - Mr. Schilling advised no further action has been taken as of now.
- Chairman Rattner asked about the webinar Mrs. Michetti mentioned at November meeting regarding water sampling.
 - Mr. Schilling advised the Mr. Wancho, PE had forwarded a presentation, no further action has been taken.
 - Mr. Wancho, PE stated that the AEA formulates the strategy to approach the DEP about the PFAS and Nitrate issues, once formulated the MSA can become part of to track the purpose
 - Mr. Schindelar recommended to Mr. Wancho, PE that if he is communicating with the AEA that they keep the two separate. Hopatcong is pursuing them to determine where it is coming from.
- Mr. Schilling asked if anyone had heard about a bill from Senator Sweeney attempting to mandate Union Contractors.
 - Mr. Schindelar responded he has not heard of it but that Senator Sweeney supports Unions.

- Mr. Schilling advised he received a call from a vendor very concerned about this possible mandate.
- Mr. Pucilowski stated under the provisions for public utilities anything over \$2000.00 has to be prevailing wage.
- Mr. Schilling advised that the external vendors could not be used if not Unionized.
- Mrs. Michetti asked how that would work because some of these vendors are also suppliers, Mr. Schilling replied that he had the same questions.
- Mr. Still stated Senator Sweeney cannot pass anything as he is leaving office in January and nothing can be voted on this month. Chairman Rattner advised that he is planning to run for Governor so perhaps he is just making some noise.

The Engineer’s Report for the month of December, 2021 was accepted on a motion offered by Mr. Schindelar, 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	Aye	Mr. Schindelar	Aye
Mr. McNeilly	Aye	Mr. Schwab	Aye
Mrs. Michetti	Aye	Mr. Still	Aye
Mr. Pucilowski	Aye	Mr. Sylvester	Aye

Comments:

- Mr. Wancho, PE spoke about the proposal regarding the permit.
- Mr. Wancho, PE then spoke on change order for Contract 300 with regard to the upper and lower heaters
 - Mr. Pucilowski asked if the building is being alternatively heated. Mr. Wancho, PE stated no, not operating screening equipment currently.
 - Chairman Rattner asked about the difference in financials. Mr. Wancho, PE stated that he was able to negotiate the fees down to \$42,000 from \$52,000.
 - Mr. Wancho, PE advised that some of the contractors have left, credits to be negotiated with both vendors that will be put back into the contract and due back to MSA.

New Business:

Resolution No. 21-51 was offered on a motion by Mr. Schindelar 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	Lost connectivity

*See attached resolution

Comments:

- Mr. Schilling stated this was in the 2021 Budget and approved by DCA. The monitoring screen is due for replacement.
- Chairman Rattner asked how old the system is, Mr. Schilling advised 30 years old.
- Mr. Pucilowski confirmed that the resolution was corrected and where “pumps” was referenced was revised accordingly.
 - Mr. Schilling advised it has been corrected and it was included on the revised documents.
 - Mr. Dwyer, Esq. confirmed.
- *Mr. Sylvester lost connectivity for vote.*

Resolution No. 21-52 was offered on a motion by Mr. Schindelar seconded by Mr. Schwab and the affirmative all-in favor of members present Roll Call Vote:

Mr. Benson	Absent	Chairman Rattner	Yes
Mr. Cangiano	Yes	Mr. Romano	Yes
Mr. Grogan	Yes	Mr. Schindelar	No
Mr. McNeilly	Yes	Mr. Schwab	Yes
Mrs. Michetti	Yes	Mr. Still	Yes
Mr. Pucilowski	No	Mr. Sylvester	Yes

*See attached resolution

Comments:

- Mr. Pucilowski asked if we should re-bid next year
 - Mr. Schilling stated his opinion although year one is a significant increase, year two is not.
 - Chairman Rattner stated to stay with current vendor for two years, Chairman deferred to QPA for his opinion. Mr. Carroll, QPA also agreed to stay with current vendor for two years.
 - Mr. Schindelar asked what the pricing will look like over the next two years? Mr. Schilling responded that although the vendor is US based, the products to make the solution come from other countries. This vendor was also the only bidder.

Resolution No. 21-53 was offered on a motion by Mr. Schwab seconded by Mr. Romano 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. Cangiano asked what the overall change in budget was? Chairman Rattner responded approximately 1.5%.

Resolution No. 21-54 was offered on a motion by Mr. Schindelar seconded by Mrs. Michetti 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

*See attached resolution

Comments:

- Mrs. Michetti asked that if the financials were revisions were made? Mr. Dwyer, Esq. advised that these revisions have been made.
- Chairman Rattner requested that the final revised resolution with correct financials be sent to the Board.
- 08:25pm QPA dismissed

Old Business:

Comments:

- None

Closed Session:

Entered Closed Session on a motion made by Mr. Schindelar, seconded by Mr. Still at 08:26pm 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

Open Session:

Entered Open Session on a motion made by Mr. Romano, seconded by Mr. Still at 08:45pm 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. Still, seconded by Mr. Schindelar at 08:46pm 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

RESOLUTION NO. 21-52

Resolution of the Musconetcong Sewerage Authority
Awarding Contract PC-22 to USALCO Baltimore Plant, LLC
to Supply Polyaluminum Chloride Solution

WHEREAS, on December 7, 2021, the Musconetcong Sewerage Authority ("MSA") received bids for Contract PC-22 to supply Polyaluminum Chloride Solution in accordance with the Notice to Bidders; and

WHEREAS, the following bid was received:

	<u>Contractor</u>	<u>Bid Price</u>	<u>Period</u>
1.	USALCO Baltimore Plant, LLC	\$2.1680/gal	1/1/22-12/31/22
	2601 Cannery Avenue	\$2.2981/gal	1/1/23-12/31/23
	Baltimore, MD 21226		

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority hereby make the following findings of fact:

1. USALCO Baltimore Plant, LLC (hereinafter "USALCO") submitted the only bid for the contract, which bid is in the amount of \$2.1680/gal for the period from 1/1/22-12/31/22, and in the amount of \$2.2981/gal for the period from 1/1/23-12/31/23.
2. USALCO complied with the following requirements of the Notice to Bidders:
 - a. Affirmative Action Requirements
 - b. New Jersey Business Registration
 - c. Non-Collusion Statement
 - d. Ownership Disclosure
 - e. Disclosure of Investment Activity in Iran
3. USALCO is the lowest responsible bidder.
4. The Treasurer of the Musconetcong Sewerage Authority has certified that funds are available;
5. The Commissioners of the Authority believe that it is in the best interest of the Authority to accept the bid of USALCO to supply Polyaluminum Chloride Solution.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract PC-22 to supply Polyaluminum Chloride Solution is hereby awarded to USALCO at the prices and during the periods set forth herein; and be it

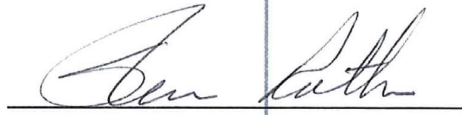
FURTHER RESOLVED, that James Schilling as Director is hereby authorized to execute a Contract with USALCO on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

Dated: December 16, 2021

RESOLUTION NO. 21-53

RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY ADOPTING THE BUDGET FOR 2022 (2022-2023)

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2022 and ending, December 31, 2022 has been presented for adoption before the governing body of the Musconetcong Sewerage Authority at its open public meeting of December 16, 2021; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption 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 presented for adoption reflects Total Capital Appropriations of \$305,000 and Total Unrestricted Net Position planned to be utilized of \$305,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Musconetcong Sewerage Authority, at an open public meeting held on December 16, 2021 that the Annual Budget and Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.



Joseph Schwab, Secretary-Treasurer

12/16/2021

(Date)

RECORDED VOTE ON THE FOLLOWING PAGE

Commissioner	Motion	Second	Aye	Nay	Abstain	Absent
James Benson						✓
Andrew Cangiano			✓			
Michael Grogan			✓			
Brian McNeilly			✓			
Melanie Michetti			✓			
Michael Pucilowski			✓			
Steve Rattner Chairman			✓			
Thomas Romano		✓	✓			
Richard Schindelar			✓			
Joseph Schwab	✓		✓			
Elmer Still			✓			
John Sylvester Vice-Chairman			✓			


2022 (2022-2023) ADOPTION CERTIFICATION

MUSCONETCONG SEWERAGE

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Musconetcong Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 16th day of, December, 2021.

Officer's Signature:			
Name:	JOSEPH SCHWAB		
Title:	SECRETARY / TREASURER		
Address:	110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828		
Phone Number:	973-347-1525	Fax Number:	973-347-8356
E-mail address			

RESOLUTION NO. 21-54

Resolution of the Musconetcong Sewerage Authority ("MSA")
Authorizing a Change Order to Contract 300 for Unit Heaters
in Conjunction with Installation of an Influent Screening Facility

WHEREAS, by Resolution No. 20-37 adopted on September 24, 2020 MSA awarded Contract 300 in the amount of \$1,598,890.00 to Coppola Services, Inc. for construction and installation of an Influent Screening Facility ("ISF"); and

WHEREAS, during construction it has been learned that the ISF project requires unit heaters which were not included in the original bid specifications; and

WHEREAS, MSA desires that construction for Contract 300 continue moving forward so that the ISF can be completed and begin operation; and

WHEREAS, MSA has received a Change Order Request from Coppola Services, Inc. (the "Request") for the purchase and installation of unit heaters in the amount of \$41,891.05; and

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Musconetcong Sewerage Authority that the award to Coppola Services, Inc. for construction and installation of an Influent Screening Facility pursuant to Contract 300 be amended to include the purchase and installation of heaters as outlined in the Request; and it is

FURTHER RESOLVED, that the cost of such revision shall not exceed \$41,891.05 without further authorization from the Musconetcong Sewerage Authority; and it is

FURTHER RESOLVED, that the funds for this change order are available in Budget line B-30 Capital Improvements, and that the MSA shall seek reimbursement in the I-Bank loan for Contract 300; and it is

FURTHER RESOLVED, that all of the terms and conditions of Contract 300 shall remain unchanged except as modified herein; and it is

FURTHER RESOLVED, that Director James Schilling is authorized to execute the Proposal on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:



Joseph Schwab, Secretary-Treasurer



Steven Rattner, Chairman

DATED: December 16, 2021