

**REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY**

Chairman Rattner called the meeting to order at 7:31 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:** Donald Bates, Thomas Bruno, Andrew Cangiano, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester

**MEMBERS ABSENT:** James Benson

**OTHERS PRESENT:** Patrick Dwyer Esq., John Scheri PE, Debbie Palma QPA, James Schilling MSA Director, Susan Grebe Administrative Assistant

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of November 21, 2017 were approved on a motion offered by Mr. Sylvester, seconded by Mr. McNeilly. Roll Call:

Mr. Bates	Yes	Mrs. Michetti	Yes
Mr. Benson	Absent	Mr. Pucilowski	Abstain
Mr. Bruno	Yes	Mr. Rattner	Yes
Mr. Cangiano	Yes	Mr. Schindelar	Yes
Mr. Grogan	Yes	Mr. Schwab	Yes
Mr. McNeilly	Yes	Mr. Sylvester	Yes

The Expenditures/Treasurer's Report of December 1, 2017 was accepted on a motion offered by Mr. McNeilly, seconded by Mr. Bruno and the affirmative roll call vote of members present.

**Treasurer's Report- December 1, 2017**  
Operating Account

Balance as of November 1, 2017:		<u>\$ 1,237,684.87</u>
Receipts (November):		
Hospitalization	2,283.16	
Municipal Revenue	353,822.31	
		<u>\$ 356,085.47</u>
		<u>\$ 1,593,770.34</u>

**Disbursements (November):**

NJSHBP	\$14,506.46
Administrative Salaries	\$7,752.01
Operating Salaries	\$24,010.60
Unemployment	\$53.92
Social Security	\$2,450.85
Administrative Salaries	\$6,088.18
Operating Salaries	\$24,657.25
Unemployment	\$54.88
Social Security	\$2,371.01
ADP	\$404.35
Scott Allen (boots, miles, dental)	\$495.79
American Wear	\$1,086.64
AmeriGas Propane	\$518.18
Aqua Pro-Tech Labs	\$110.00
Vince Barbato (work boots)	\$135.00
Nicholas Barbato (dental reimb)	\$204.97
Bearing & Drive Solutions	\$8,097.91
Patrick Biasi (dental reimb)	\$726.24
Anthony Chaaya (work boots)	\$150.00
Cleary Giacobbe	\$560.00
Constellation New Energy	\$16,048.42
Coyne Chemical	\$4,986.55
Daily Record	\$81.64
Keith DeFazio (eye reimb)	\$580.60
Eurofins QC Labs	\$629.00
Fisher Scientific	\$1,148.33
Grainger	\$496.62
Susan Grebe (eye & mileage reimb)	\$129.32

Hach Co.	\$1,075.06
JCP&L	\$11,085.52
Lowe's	\$270.95
McMaster Carr	\$255.97
NJ American Water	\$819.39
Napa Auto Parts	\$66.43
Netcong Hardware	\$2.70
Northeast Industrial Tech	\$3,516.89
Nusbaum Stein	\$2,285.40
Office Concepts	\$291.28
One Call	\$45.00
PCS Pump	\$6,230.00
Pegasus Electric Motors	\$2,175.00
Polydyne	\$1,508.40
R-D Trucking	\$14,400.00
R&J Control	\$551.50
R&R Pump	\$2,580.00
Safety Kleen	\$209.00
James Schilling (mileage)	\$124.00
Shell Fleet Plus	\$304.74
Stanhope Hose Co. #1	\$100.00
Star Ledger	\$210.90
Tractor Supply Store	\$749.98
Treasurer, State of NJ	\$1,000.00
Trutech	\$5,987.00
USA Bluebook	\$95.16
Verizon Communications	\$70.19
Verizon Wireless	\$225.20
Zep	\$265.75

Total Disbursements for November: \$ 175,036.13  
Balance as of December 1, 2017: \$ 1,418,734.21

**RENEWAL & REPLACEMENT ACCOUNT**

Balance as of November 1, 2017: \$ 530,980.96  
Receipts: 0.00  
Disbursements: JEV Construction (Plant #1 emergency repairs) 3,200.00  
Nusbaum Stein (Contract 265) 209.00  
Balance as of December 1, 2017: \$ 527,571.96

**ESCROW ACCOUNT**

Balance as of November 1, 2017: \$ 6,002.30  
Receipts: Crownpoint Development (Bank St., Netcong) 1,500.00  
Disbursements 0.00  
Balance as of December 1, 2017: \$ 7,502.30

**CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT**

Balance as of November 1, 2017: \$ 1,277,972.43  
Receipts: 0.00  
Disbursements: 0.00  
Balance as of December 1, 2017: \$ 1,277,972.43

**ANALYSIS OF BALANCES:**

Capital Improvement \$ 1,227,972.43  
Reserve for Retirement \$ 50,000.00

**EXPENDITURES REPORT - 2017 BUDGET**

12/1/17

	2017	YEAR-TO-DATE	BALANCE	%
	BUDGET	EXPENDITURES		
Admin - Salaries and Wages	\$165,000.00	\$146,526.30	\$18,473.70	11.20%
Trustee Admin Fees	\$20,000.00	\$15,030.00	\$4,970.00	24.85%
Administrative - Other Expenses	\$40,000.00	\$32,483.39	\$7,516.61	18.79%
Legal	\$30,000.00	\$23,517.60	\$6,482.40	21.61%
Audit	\$10,000.00	\$0.00	\$10,000.00	100.00%
Engineer	\$30,000.00	\$6,081.09	\$23,918.91	79.73%
Pension **	\$90,000.00	-\$6,989.46	\$96,989.46	107.77%
Social Security	\$68,000.00	\$58,742.65	\$9,257.35	13.61%
Unemployment	\$7,000.00	\$5,936.84	\$1,063.16	15.19%
Hospitalization **	\$228,500.00	\$169,783.25	\$58,716.75	25.70%
Disability Insurance	\$10,000.00	\$6,617.93	\$3,382.07	33.82%
Operating - Salaries & Wages	\$700,000.00	\$599,464.43	\$100,535.57	14.36%

Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$15,913.93	\$4,086.07	20.43%
Electric **	\$500,000.00	\$345,332.43	\$154,667.57	30.93%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$10,384.74	\$29,615.26	74.04%
Supplies/Chemicals	\$160,000.00	\$139,816.21	\$20,183.79	12.61%
Laboratory Supplies	\$12,000.00	\$4,992.89	\$7,007.11	58.39%
Office	\$25,000.00	\$17,320.21	\$7,679.79	30.72%
External Services	\$70,000.00	\$61,266.75	\$8,733.25	12.48%
Education/Training	\$20,000.00	\$6,321.05	\$13,678.95	68.39%
Laboratory Fees	\$30,000.00	\$12,917.86	\$17,082.14	56.94%
Maintenance/Repairs **	\$150,000.00	\$125,861.45	\$24,138.55	16.09%
Insurance	\$110,000.00	\$97,149.97	\$12,850.03	11.68%
NJDEP Fees	\$25,000.00	\$22,607.07	\$2,392.93	9.57%
Permit/Compliance Fees	\$25,000.00	\$468.60	\$24,531.40	98.13%
Equipment	\$60,000.00	\$39,593.32	\$20,406.68	34.01%
Sludge Removal **	\$700,000.00	\$516,848.00	\$183,152.00	26.16%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$200,000.00	\$150,000.00	\$50,000.00	25.00%
Renewal and Replacement	\$200,000.00	\$150,000.00	\$50,000.00	25.00%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$2,773,988.50</b>	<b>\$996,511.50</b>	<b>26.43%</b>

**\*\*TRANSFERS 11/21/17**

Hospitalization to Pension	\$10,000.00
Electric to Sludge	\$25,000.00
Electric to Maint. & Repairs	\$25,000.00

Mr. Schwab explained that the escrow check for \$423.00 to Mott MacDonald for the Waterloo Valley Road sewer extension was not to be approved until escrow was received from the developer. The escrow account total for the month will be revised to \$1,940.81. Under the Renewal and Replacement Account, the checks to JEV Construction for Contracts #265 and #260 will be held until their certified payrolls and AA202 manning reports were received. Mr. Schwab suggested that the checks could be approved for payment pending the review of the certified payrolls by Mrs. Palma, QPA, and recommendation for approval. The amended grand total for the pending vouchers for the month of December will be \$353,259.06. The pending vouchers for the month of December were approved, as amended, for payment on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**ESCROW ACCOUNT**

Mott MacDonald (Water Valley Road Sewer Ext.)	\$423.00
Mott MacDonald (Crownpoint Development)	\$1,698.81
Nusbaum Stein (Crownpoint Development)	\$242.00

**RENEWAL & REPLACEMENT ACCOUNT**

JEV Construction (Contracts #260 - final payment)	\$11,090.00
JEV Construction (Contracts #265)	\$119,796.67
Mott MacDonald (Contracts #260 & #265)	\$866.72

**OPERATING ACCOUNT**

ADP	\$381.68
Accurate Waste	\$17,661.09
Scott Allen (mileage reimbursement)	\$79.92
American Wear	\$455.46
AmeriGas Propane	\$109.98
Aqua Pro-Tech Labs	\$655.00
Nicholas Barbato (dental reimbursement)	\$60.52
Blue Diamond Disposal	\$372.00
Patrick Biasi (work boot reimbursement)	\$144.49
Cintas First Aid	\$267.21
Constellation New Energy	\$20,344.29
Coyne Chemical	\$4,368.04
Daily Record	\$51.72
Fisher Scientific	\$687.22
Frank's Trattoria	\$378.25
Grainger	\$122.46
Susan Grebe (eye, dental & mileage reimbursement)	\$605.19
Susan Grebe (petty cash reimbursement)	\$122.47
Hach Co.	\$340.06
Industrial Controls	\$2,218.00
JCP&L	\$8,226.59
Lowe's	\$47.96
MSA Payroll 12/1/17	\$33,655.64
MSA Payroll 12/15/17	\$36,606.38
Mott MacDonald	\$3,143.50
NJSHBP	\$14,391.59
NJ State League of Municipalities	\$130.00

Netcong Hardware	\$35.18
Northeast Industrial Tech (belt)	\$1,765.95
Nusbaum Stein	\$1,760.00
Office Concepts	\$597.75
One Call	\$41.25
PCS Pump	\$18,864.64
Parkhurst Distributing	\$3,614.80
Passaic Valley Sewerage Commission	\$21,712.00
R-D Trucking	\$20,736.00
Roxbury Township Water Dept.	\$134.94
James Schilling (mileage reimb)	\$228.97
Service Experts/Fras-Air	\$125.00
Shell Fleet	\$265.03
Star Ledger	\$190.75
David Stracco (work boot & dental reimbursement)	\$286.99
TJM Controls	\$1,140.00
Treasure, State of NJ	\$200.00
USA Blue Book	\$244.89
Verizon	\$1,484.88
Verizon Communications	\$69.83
Verizon Wireless	\$225.30
WEF	\$214.00

The following correspondence for the month of December was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schwab and the affirmative vote of members present.

- A. 11/28/17 Michelle Masser, Mount Olive Township Clerk - Ordinance #24-2017 Rezoning BASF Complex
- B. 11/30/17 John Sheri, PE - Crownpoint Multifamily Project, Bank Street, Netcong, TWA Review
- C. 11/30/17 SCMUA - Adopted 2018 Rate Schedule
- D. 12/5/17 CNA - On-going Insurance Investigation - Plant #1 Emergency Repairs
- E. 12/8/17 John Hansen, PE - Crownpoint Development Bank Street, Netcong TWA Application - Revised Plans
- F. 12/14/17 John Scheri, PE - Crownpoint Multifamily Project, Bank Street, Netcong, TWA Application
- G. 12/15/17 Ceren Aralp, P.E. - Final Payment to JEV Construction for Contract #260
- H. 12/15/17 Ceren Aralp, P.E. - Payment Application #1 & Change Order #2 to JEV Construction for Contract #265
- I. 12/13/17 Michael Pucilowski, PE, MSA Commissioner - Reappointment as Mount Olive Commissioner
- J. 12/15/17 CNA - Insurance Claim - Plant #1 Emergency Repairs

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions.

Mr. Schilling reported to the commissioners that an MSA employee was injured and a worker's comp claim was issued. He hoped that the employee would make a quick recovery and return to work soon.

Mr. Schilling also reported regarding the emergency that occurred in November. All the billing has been received. The total was just under \$42,000.00. The Authority has already received notification that CNA will be releasing \$16,744.00 to offset that total. He has received an e-mail qualification from Qual Lynx that their payment will be processed. The total cost to the Authority should only be \$1,000.00. Chairman Rattner asked if Mr. Schilling could provide a breakdown of the costs to the commissioners.

Mr. Schilling also updated the commissioners on the draining of the four trains. He indicated that the project has really been beneficial and is paying dividends. Three of the four tanks are done. JEV Construction has done a fantastic job along with the MSA Staff. The facility is recovering a lot of hydraulic capacity since four feet of biosolids has been removed from each of the tanks along with the rags that were partially blocking six (6") eight inch pipes. The secondary clarifier and primary clarifier are 100% drained and the aeration basin is 90% drained until the vactor trucks can come back on site.

Mr. Schilling also discussed a tour of the facilities he gave to the Mount Arlington Robotics Club. He received a very nice thank you letter with a picture. Their thesis was on micro beads, which is presently being identified in the wastewater industry.

Lastly, Mr. Schilling discussed purchasing a new printer/copier machine for the office. The cost through the Morris County Coop would be \$7,100.00. The machine that is presently in the office is old and parts cannot be replaced. He suggested that the purchase of a new machine should be considered in the 2018 budget. He further discussed leasing versus buying a new machine, along with the maintenance programs.

The Director's Report for the month of December was accepted on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar and the affirmative vote of members present.

The Repairs and Maintenance Report for the month of December was accepted on a motion offered by Mr. Sylvester, seconded by Mr. Schwab and the affirmative vote of members present.

Mr. Scheri reported that Mott MacDonald has provided some assistance and estimates for the five year capital improvement plan this month. The information is being discussed by the Engineering Committee.

Mr. Scheri noted that there was little change in the status of the headworks facilities project.

Mr. Scheri also reported that Mott MacDonald has reviewed revised plans for the Crownpoint Development project in Netcong. They have prepared a letter, which is included with this month's correspondence, recommending endorsement of the NJDEP Treatment Works Application for the project.

Mr. Scheri reported on Contract #260. The project has been satisfactorily completed. Mott MacDonald has recommended that the final payment in the amount of \$11,090.00 be approved subject to receipt and acceptance of the Maintenance Bond.

Mr. Scheri also reported on Contract #265. The project is moving along nicely and the contractor is doing a good job. There is a pending change order that Mott MacDonald has recommended be approved in the amount of \$8,200.00 for additional splash shields.

The Engineer's Report for the month of December was accepted on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar and the affirmative vote of members present.

Resolution No. 17-48 Authorizing MSA Director James Schilling to Submit the Annual Effluent Monitoring Report to the Delaware River Basin Commission, was moved by Mr. Pucilowski, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-48**  
**Resolution of the Musconetcong Sewerage Authority**  
**Authorizing Director James Schilling to Submit Annual**  
**Effluent Monitoring Report to the Delaware River Basin Commission**

WHEREAS, the Musconetcong Sewerage Authority ("MSA") has been issued a docket regarding its operations (Docket No. D-2002-40 CP) by the Delaware River Basin Commission ("DRBC"); and

WHEREAS, pursuant to said Docket the MSA is required to submit Effluent Monitoring Reports to the DRBC; and

WHEREAS, the DRBC has requested that the Effluent Monitoring Reports be submitted on an annual basis;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Director James Schilling is authorized to sign and submit the Annual Effluent Monitoring Report for the Year 2017 to the Delaware River Basin Commission; and

BE IT FURTHER RESOLVED, that the Annual Effluent Monitoring Report for 2017 shall refer to the stay of enforcement issued by NJDEP for certain specified effluent limits.

Resolution No. 17-49 Awarding Contract PC-18 to USALCO Baltimore Plant, LLC to Supply Polyaluminum Chloride for the MSA was moved by Mr. Cangiano, seconded by Mr. Bruno and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-49**  
**Resolution of the Musconetcong Sewerage Authority**  
**Awarding Contract PC-18 to USALCO Baltimore Plant, LLC**  
**to Supply Polyaluminum Chloride Solution.**

WHEREAS, on November 21, 2017, the Musconetcong Sewerage Authority ("MSA") received bids for Contract PC-18 to supply Polyaluminum Chloride Solution in accordance with the Notice to Bidders; and

WHEREAS, the following bids were received:

	<u>Contractor</u>	<u>Bid Price</u>	<u>Period</u>
1.	Kemira Water Solutions 4321 West 6 <sup>th</sup> Street Lawrence, KS 66049-3692	\$1.963/gal \$1.963/gal	1/1/18-12/31/18 1/1/19-12/31/19
2.	USALCO Baltimore Plant, LLC 2601 Cannery Avenue Baltimore, MD 21226	\$1.446/gal \$1.446/gal	1/1/18-12/31/18 1/1/19-12/31/19

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

1. USALCO Baltimore Plant, LLC (hereinafter "USALCO") submitted the lowest bid for the contract, which bid is in the amount of \$1.446/gal for the period from 1/1/18-12/31/18, and in the amount of \$1.446/gal for the period from 1/1/19-12/31/19.
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. Certification Regarding Political Contributions
  - f. Disclosure of Investment Activity in Iran
  - g. Certification of Bidder's Status on State Treasurer's List; and
  - h. Resolution Authorizing Bid.
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-18 to supply Polyaluminum Chloride Solution is hereby awarded to USALCO at the price of \$1.446/gal for the periods from 1/1/18-12/31/18 and 1/1/19-12/31/19; and be it

FURTHER RESOLVED, that James Schilling as Director or Steven Rattner as Chairman is hereby authorized to award the Contract to USALCO on behalf of the Musconetcong Sewerage Authority.

Resolution No. 17-50 Adopting MSA 2018 Budget, was moved by Mr. Schwab, seconded by Mr. Sylvester and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-50**  
**2018 ADOPTED BUDGET RESOLUTION**  
**MUSCONETCONG SEWERAGE AUTHORITY**  
**Fiscal Year: From January 1, 2018 To December 31, 2018**

WHEREAS, the Annual Budget and Capital Budget/Program for the Musconetcong Sewerage Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Musconetcong Sewerage Authority at its open public meeting of December 21, 2017; 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 \$ 4,387,219.00, Total Appropriations, including any Accumulated Deficit, if any, of \$4,489,099.00 and Total Unrestricted Net Position utilized of \$101,880.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$3,300,000.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Musconetcong Sewerage Authority, at an open public meeting held on December 21, 2017 that the Annual Budget and Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 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.

The fully signed Musconetcong Sewerage Authority Adopted 2018 Budget Document will be posted on the Musconetcong Sewerage Authority's official website at msa-nj.org. A copy will also be kept on file at the MSA office and may be obtained by contacting the office at 973-347-1525 extension 201.

Resolution No. 17-51 Endorsing a Treatment Works Approval Permit Application for Crownpoint Development, Bank Street, Netcong, was moved by Mr. Bruno, seconded by Mr. Grogan and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-51**  
**Resolution of the Musconetcong Sewerage Authority**  
**Endorsing a Modification to New Jersey Treatment Works Approval (TWA-1)**  
**For Permit Application for a Sewer Extension For**  
**Crownpoint Development Group, Inc., located at Block 16.01,**  
**Lots 24 and 25.01, Borough of Netcong, Morris County, New Jersey**

WHEREAS, Crownpoint Development Group, Inc., has made a request to the Musconetcong Sewerage Authority for a sanitary sewer extension to serve four (4) multi-story buildings containing a total of 126 new residential units, amenities, leasing office, and associated parking areas on Bank Street (Block 16.01, Lot 24 and 25.01) within the Borough of Netcong, Morris County, New Jersey; and

WHEREAS, the sanitary sewer extension will consist of 701 linear feet of 8" PVC sanitary sewer line, with 6-inch connections to each building, in the Borough of Netcong; and

WHEREAS, the total daily projected sewage flow from the project is calculated to be 24,659 gpd; and

WHEREAS, the following documents were submitted by Ferriero Engineering, Inc., on behalf of the Developer and have been reviewed by Mott MacDonald, Consulting Engineer for the Musconetcong Sewerage Authority for this project:

- A. Treatment Works Approval Application Form (TWA-1) and Checklist
- B. Engineer's Report for Domestic Treatment Works Approval Applications Form (WQM-006)
- C. Original Statements of Consent Form (WQM-003)
- D. Resolution of Approval of the Borough of Netcong
- E. Construction Cost Estimate
- F. Final Construction Plans prepared by Ferriero Engineering last revised December 7, 2017 (7 Sheets)
- G. Construction Specifications
- H. Letter from Ferriero Engineering dated December 8, 2017 in response to review letter by Mott MacDonald

WHEREAS, on October 16, 2017 the Borough of Netcong adopted Resolution No. 2017-108 authorizing sanitary sewer allocation for the project; and

WHEREAS Mott MacDonald having submitted a report dated December 14, 2017 regarding its review of the Treatment Works Approval (TWA-1) Permit Application including all supporting documents as revised and having found same to be satisfactory and having recommended endorsement contingent upon the following conditions:

1. The Applicant should incorporate in its construction contract bid documents the attached five (5) page "Service Provider's Agreement for Site Access/Access to Facilities."
2. Applicant shall notify MSA a minimum of seven (7) days prior to construction near MSA's manhole in Bank Street.
3. Applicant shall provide an escrow deposit in the amount of \$2,500 to cover MSA's inspection cost to observe the construction regarding the crossing of MSA's sewer line and the connection at MSA's manhole on Bank Street. It is understood that on-site sewer construction inspection will be provided by others.
4. The Authority should not endorse any future allocation requests if any of the following sewerage flow allocations are exceeded:

Borough of Netcong	452,000 gpd
MSA Water Pollution Control Plant	4,310,000 gpd

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the above referenced Treatment Works Approval Permit Application (TWA-1) for sanitary sewer facilities to serve 126 new residential units, amenities, leasing office, and associated parking areas on Bank Street (Block 16.01, Lots 24 and 25.01) within the Borough of Netcong, Morris County, New Jersey is hereby endorsed contingent upon the following conditions:

1. The Applicant should incorporate in its construction contract bid documents the attached seven (7) page "Site Access - Service Provider's Agreement."
2. Applicant shall notify MSA a minimum of seven (7) days prior to construction near MSA's manhole in Bank Street.
3. Applicant shall provide an escrow deposit in the amount of \$2,500 to cover MSA's inspection costs to observe the construction regarding the crossing of MSA's sewer line and the connection at MSA's manhole on Bank Street. It is understood that on-site sewer construction inspection will be provided by others.
4. The Authority should not endorse any future allocation requests if any of the following sewerage flow allocations are exceeded:

Borough of Netcong	452,000 gpd
MSA Water Pollution Control Plant	4,310,000 gpd

FURTHER RESOLVED, that Steven Rattner, Chairman of the Musconetcong Sewerage Authority is hereby authorized to sign Sections A-2, B and C of the Statements of Consent Form (WQM-003).

Resolution No. 17-52 Approving JEV Construction Maintenance Bond for Contract #260, was moved by Mr. Pucilowski, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-52**  
**Resolution of the Musconetcong Sewerage Authority**  
**Approving Final Payment to JEV Construction, LLC for Contract #260**  
**Aeration Basin #4 Gate Rehabilitation and**  
**Acceptance of the Maintenance Bond from JEV Construction, LLC**

WHEREAS, the Musconetcong Sewerage Authority had a need for repairs to equipment at its wastewater treatment facility at 110 Continental Drive North, Budd, Lake, NJ 07828; and

WHEREAS after a public bidding process the contract was awarded to JEV Construction, LLC ("JEV"); and

WHEREAS the contract required the successful bidder to provide a Maintenance Bond upon completion of the work; and

WHEREAS JEV completed the work and submitted a Contractor's Application and Certificate for Payment dated November 30, 2017; and

WHEREAS the work was reviewed and confirmed as complete by MSA Consulting Engineer Mott MacDonald in a letter to MSA dated December 15, 2017; and

WHEREAS JEV has submitted a Maintenance Bond from Hudson Insurance Company in the amount of \$78,220.00 which includes the bid price of \$68,500.00 plus a change order in the amount of \$9,720.00;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that final payment be made to JEV under Contract #260, and that the Maintenance Bond from Hudson Insurance Company be accepted and filed with MSA for Contract #260.

Mr. Pucilowski reported that the Engineering Committee met earlier that evening. They are recommending that a small building be included with the headworks project, most likely on a fiberglass type of structure with a good useful life.

Mr. Pucilowski also reported that the Engineering Committee is recommending that the Authority consider including several professional engineering firms for engineering quotes for the following year. Mr. Schilling will put together a list of firms that should be considered. He further explained that there is always an advantage to obtaining quotes. The Engineering Committee will try to make a recommendation at the next month's meeting when they will move forward with the headworks building. He further explained that the Engineering Committee discussed having PS&S do value engineering for the headworks project.

Mr. Pucilowski reported that the Engineering Committee has discussed switching the Engineer of Record for 2018 to PS&S, but the Authority would still want to obtain quotes. Mr. Schwab asked what was meant by the Engineer of Record. Mr. Pucilowski explained that the MSA will need to appoint someone as the Engineer of Record for 2018. He further explained that the Authority should not get into the same situation as it did with LTPA as the only Engineer of Record for all those past years. The Committee wants to be able to broaden the number of engineers working for the MSA, so that they may become familiar with the operations of the MSA. Mr. Schwab asked about the status of Mott MacDonald's engineering work for the MSA. Mr. Pucilowski noted that Mott MacDonald will stay on for various projects as recommended by Mr. Schilling, although day to day general engineering would be handled by the Engineer of Record.

He further informed the commissioners that more information will be distributed and presented to them at the January meeting for review and consideration before the Reorganization meeting in February. He suggested that this would provide more options for the Authority. The new guidelines for NJEIT funding were discussed with regard to engineering and project costs. Mr. Sheri clarified some of the new guidelines for NJEIT funding for the commissioners. Mr. Schilling will provide the commissioners with a list of engineering firms to be considered for use on various projects for the Authority.

Motion made by Mr. Sylvester, seconded by Mrs. Michetti and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:09 PM.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Susan Grebe". The signature is written in black ink and is positioned above the printed name.

Susan Grebe,  
Administrative Assistant