

**REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY**

Chairman Rattner called the meeting to order at 7:43 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, James Benson, Thomas Bruno, Andrew Cangiano, Michael Grogan, Brian McNeilly, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester

**MEMBERS ABSENT:** Melanie Michetti

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

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of January 25, 2018 were approved on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar. Roll Call:

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

The closed session meeting minutes of January 25, 2018 were approved on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar. Roll Call:

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

The Expenditures/Treasurer's Report of February 1, 2018 was accepted on a motion offered by Mr. Schwab, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

**Treasurer's Report- February 1, 2018**  
**Operating Account**

Balance as of January 1, 2018: **\$ 1,437,103.05**

Receipts (January):

Hospitalization	2,218.70	
Interest	5,411.90	
Municipal Revenue	350,386.07	
Qual-Lynx (workers comp)	3,157.90	
Caesars Enterprise (conference refund)	469.00	
		<b>\$ 361,643.57</b>

**\$ 1,798,746.62**

Disbursements (January):

Unum Life Insurance	\$1,452.15
NJ Utilities Authorities JIF	\$40,524.63
NJSHPB (January health ins.)	\$17,063.32
Robert Colabella (work boot reimb)	\$119.52
Administrative Salaries	\$5,943.95
Operating Salaries	\$25,834.08
Unemployment	\$460.78
Social Security	\$2,461.79
Administrative Salaries	\$5,943.95
Operating Salaries	\$30,215.99
Unemployment	\$524.32
Social Security	\$2,797.00
ADP	\$1,062.13
American Wear	\$910.92
AmeriGas Propane	\$2,326.97
Atlantic Tomorrow	\$17.36

Vincent Barbato (work boots & eye)	\$689.90
Blue Diamond Disposal	\$587.10
Cintas First Aid	\$74.46
Cleary Giacobbe	\$52.20
Constellation New Energy	\$22,698.02
Coyne Chemical	\$9,146.63
Daily Record	\$128.52
Keith DeFazio (dental reimb)	\$110.20
eMaintenance	\$3,060.00
Eurofins QC Labs	\$679.00
Fisher Scientific	\$1,373.67
Franks Trattoria	\$378.00
Grainger	\$678.15
Susan Grebe (petty cash & eye reimb)	\$191.97
Hach Company	\$16.27
Hayes Pump	\$1,216.51
JCP&L	\$19,598.10
JW Topping	\$950.00
Lackawana Computer Repair	\$5,269.88
McMaster-Carr	\$6,092.50
Morristown Lumber	\$1,130.00
Mott MacDonald	\$350.00
NJEIT	\$19,144.63
NJEIT	\$10,039.22
NJEIT	\$24,619.91
NJ American Water	\$1,528.39
Napa Auto Parts	\$140.00
Netcong Hardware	\$13.82
New Jersey Herald	\$23.10
Nusbaum Stein	\$2,041.60
One Call	\$40.00
Pan Metro Services	\$600.00
Passaic Valley Sewerage Commission	\$55,800.00
Patrick Pisano (dental reimb)	\$726.24
Pumping Service	\$8,890.00
R-D Trucking	\$26,880.00
Randolph Township	\$1,100.00
James Schilling (tolls & eye reimb)	\$98.30
Shell Fleet Plus	\$161.03
Star Ledger (NJ Advance Media)	\$196.95
State Industrial Products	\$278.30
Robert Still (work boot & dental)	\$876.24
TD Bank	\$63,060.68
Treasurer, State of NJ	\$150.00
USA Blue Book	\$170.39
Verizon	\$1,476.12
Verizon Wireless	\$415.95
WEF	\$386.00
Zep	\$197.14

Total Disbursements for January:  
Balance as of February 1, 2018:

\$ 366,303.99  
\$ 1,432,442.63

**RENEWAL & REPLACEMENT ACCOUNT**

Balance as of January 1, 2018:

\$ 445,818.57

Receipts:

0.00

Disbursements:

Mott MacDonald (Contracts #260 & #265)	1,245.64
JEV Construction (New Mag Meters)	11,600.00
JEV Construction (Contract 265)	100,686.67
Longo Electric (Plant #1 emergency repairs)	38,544.00
Dave Heiner Associates (PS #1 Air Monitor Equip Repl)	5,904.00

\$ 287,838.26

Balance as of February 1, 2018:

**ESCROW ACCOUNT**

Balance as of January 1, 2018:

\$ 5,561.49

Receipts:

0.00

Disbursements:

Mott MacDonald (Crownpoint Development, Netcong)	913.73
Nusbaum Stein (Crownpoint Development, Netcong)	165.00

\$ 4,482.76

Balance as of February 1, 2018:

**CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT**

Balance as of January 1, 2018:	\$ 1,327,972.43
Receipts:	0.00
Disbursements: Mott MacDonald (Headworks)	153.00
Balance as of February 1, 2018:	\$ 1,327,819.43

**ANALYSIS OF BALANCES:**

Capital Improvement	\$ 1,277,819.43
Reserve for Retirement	\$ 50,000.00

**EXPENDITURES REPORT 2017 BUDGET - FEBRUARY 1, 2018**

	2017	YEAR-TO-DATE	%	
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$165,000.00	\$158,702.66	\$6,297.34	3.82%
Trustee Admin Fees	\$20,000.00	\$15,030.00	\$4,970.00	24.86%
Administrative - Other Expenses	\$40,000.00	\$33,841.54	\$6,158.46	15.40%
Legal	\$30,000.00	\$24,978.10	\$5,021.90	16.74%
Audit	\$10,000.00	\$0.00	\$10,000.00	100.00%
Engineer	\$30,000.00	\$10,106.59	\$19,893.41	66.31%
Pension **	\$90,000.00	-\$6,989.46	\$96,989.46	107.77%
Social Security	\$68,000.00	\$63,711.42	\$4,288.58	6.31%
Unemployment	\$7,000.00	\$6,033.18	\$966.82	13.81%
Hospitalization **	\$228,500.00	\$173,123.05	\$55,376.95	24.23%
Disability Insurance	\$10,000.00	\$6,617.93	\$3,382.07	33.82%
Operating - Salaries & Wages	\$700,000.00	\$647,992.33	\$52,007.67	7.43%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$17,914.14	\$2,085.86	10.43%
Electric **	\$500,000.00	\$410,567.43	\$89,432.57	17.89%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$13,349.56	\$26,650.44	66.63%
Supplies/Chemicals	\$160,000.00	\$145,295.72	\$14,704.28	9.19%
Laboratory Supplies	\$12,000.00	\$7,200.05	\$4,799.95	40.00%
Office	\$25,000.00	\$18,857.86	\$6,142.14	24.57%
External Services	\$70,000.00	\$65,224.76	\$4,775.24	6.82%
Education/Training	\$20,000.00	\$6,913.30	\$13,086.70	65.43%
Laboratory Fees	\$30,000.00	\$13,990.86	\$16,009.14	53.36%
Maintenance/Repairs **	\$150,000.00	\$143,829.79	\$6,170.21	4.11%
Insurance	\$110,000.00	\$97,149.97	\$12,850.03	11.68%
NJDEP Fees	\$25,000.00	\$21,807.07	\$3,192.93	12.77%
Permit/Compliance Fees	\$25,000.00	\$1,820.60	\$23,179.40	92.72%
Equipment	\$60,000.00	\$58,457.96	\$1,542.04	2.57%
Sludge Removal **	\$700,000.00	\$622,861.09	\$77,138.91	11.02%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$200,000.00	\$200,000.00	\$0.00	0.00%
Renewal and Replacement	\$200,000.00	\$200,000.00	\$0.00	0.00%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$3,176,387.50</b>	<b>\$592,112.50</b>	<b>15.70%</b>

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

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

**EXPENDITURES REPORT 2018 BUDGET - FEBRUARY 1, 2018**

	2018	YEAR-TO-DATE	%	
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$165,000.00	\$18,264.54	\$146,735.46	88.93%
Trustee Admin Fees	\$20,000.00	\$7,515.00	\$12,485.00	62.43%
Administrative - Other Expenses	\$40,000.00	\$1,937.50	\$38,062.50	95.16%
Legal	\$30,000.00	\$0.00	\$30,000.00	100.00%
Audit	\$15,000.00	\$0.00	\$15,000.00	100.00%
Engineer	\$30,000.00	\$0.00	\$30,000.00	100.00%
Pension	\$100,000.00	\$0.00	\$100,000.00	100.00%
Social Security	\$65,500.00	\$7,252.47	\$58,247.53	88.93%
Unemployment	\$7,000.00	\$1,361.97	\$5,638.03	80.54%
Hospitalization	\$220,000.00	\$24,214.47	\$195,785.53	88.99%
Disability Insurance	\$10,000.00	\$1,336.12	\$8,663.88	86.64%
Operating - Salaries and Wages	\$684,500.00	\$75,019.91	\$609,480.09	89.04%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%

Telephone	\$20,000.00	\$820.83	\$19,179.17	95.90%
Electric	\$482,500.00	\$0.00	\$482,500.00	100.00%
Propane/Fuel Oil/ Gasoline	\$29,000.00	\$2,311.73	\$26,688.27	92.03%
Supplies/Chemicals	\$170,000.00	\$1,013.61	\$168,986.39	99.40%
Laboratory Supplies	\$12,000.00	\$85.51	\$11,914.49	99.29%
Office	\$25,000.00	\$5,251.47	\$19,748.53	78.99%
External Services	\$70,000.00	\$1,478.16	\$68,521.84	97.89%
Education/Training	\$20,000.00	\$214.00	\$19,786.00	98.93%
Laboratory Fees	\$30,000.00	\$0.00	\$30,000.00	100.00%
Maintenance/Repairs	\$180,000.00	\$13,466.00	\$166,534.00	92.52%
Insurance	\$110,000.00	\$42,287.72	\$67,712.28	61.56%
NJDEP Fees	\$25,000.00	\$0.00	\$25,000.00	100.00%
Permit/Compliance Fees	\$5,000.00	\$0.00	\$5,000.00	100.00%
Equipment	\$60,000.00	\$0.00	\$60,000.00	100.00%
Sludge Removal	\$720,000.00	\$11,904.00	\$708,096.00	98.35%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$100,000.00	\$0.00	\$100,000.00	100.00%
Renewal and Replacement	\$300,000.00	\$0.00	\$300,000.00	100.00%
<b>TOTAL</b>	<b>\$3,770,500.00</b>	<b>\$215,735.01</b>	<b>\$3,554,764.99</b>	<b>94.28%</b>

The pending vouchers for the month of February were approved for payment on a motion offered by Mr. McNeilly, seconded by Mr. Bruno and the affirmative roll call vote of members present.

**CAPITAL IMPROVEMENT ACCOUNT**

Nusbaum Stein \$319.00

**RENEWAL & REPLACEMENT ACCOUNT**

Nusbaum Stein \$413.60

**OPERATING ACCOUNT**

ADP \$644.98  
 Scott Allen (mileage) \$108.56  
 American Aquatic Testing \$950.00  
 American Wear \$759.10  
 AmeriGas Propane \$4,032.02  
 Aqua Pro-Tech Labs \$235.00  
 Association of Environmental Authorities \$3,700.00  
 Bearing & Drive Solutions \$99.99  
 Blue Diamond Disposal \$596.10  
 Cintas First Aid \$98.88  
 Cleary Giacobbe \$87.50  
 Coburn Chemicals \$7,602.07  
 E&G Exterminators \$230.00  
 Envirodyne Systems \$1,615.30  
 Fisher Scientific \$1,015.60  
 Fleet Pump & Service Group \$1,200.00  
 G.P. Jager \$616.28  
 Grainger ( \$1,555.05  
 Susan Grebe (mileage & petty cash) \$118.57  
 JCP&L \$22,302.66  
 Loftus Electric \$3,800.00  
 Lowe's \$125.99  
 MSA Payroll 1/26/18 \$34,976.61  
 MSA Payroll 2/9/18 \$31,626.55  
 Mott MacDonald \$700.00  
 Musconetcong Watershed Association \$250.00  
 NJSHBP \$13,688.06  
 NJWEA \$480.00  
 NJ American Water \$780.59  
 Netcong Hardware \$14.75  
 Nusbaum Stein \$2,034.60  
 Office Concepts \$480.73  
 One Call \$43.75  
 PCS Pump & Process \$3,698.12  
 PMZ Landscaping \$1,100.00  
 Passaic Valley Sewerage Commission \$19,504.00  
 Polydyne \$1,562.40  
 R-D Trucking \$20,448.00  
 Shell Fleet \$360.29  
 Start Stop/HTH Engineering \$1,018.00  
 State Chemicals \$413.10  
 TJ Trophies \$195.00  
 USALCO \$6,051.02  
 Verizon \$751.09  
 Verizon Communications \$69.92

Mr. Dwyer asked about the review letter prepared by Mr. Scheri regarding the modification for the Crownpoint Development project on Bank Street in Netcong. Mr. Scheri indicated that the modification does not impact anything the Authority has previously approved. Mr. Dwyer suggested that a resolution should be passed to memorialize the Authority's approval of the modification. A motion was made by Mr. Sylvester to authorize the MSA's approval of the Crownpoint Development Bank Street, Netcong project modification, seconded by Mr. McNeilly and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-13**

**Resolution of the Musconetcong Sewerage Authority  
Accepting Revised Drawing for the New Jersey Treatment Works Approval (TWA-1)  
for a Sewer Extension for CrownPoint Development Group, Inc.,  
located at Block 16.01, Lots 24 and 25.01, Borough of Netcong, Morris County, NJ**

WHEREAS, by Resolution #17-51 adopted on December 21, 2017 the Musconetcong Sewerage Authority ("MSA") endorsed a modification to a New Jersey Treatment Works Approval (TWA-1) permit application for a sewer extension for Crown Point Development Group, Inc. for property located at Block 16.01, Lots 24 and 25.01, Borough of Netcong, Morris County, New Jersey; and

WHEREAS, MSA is in receipt of revised Construction Plans prepared by Ferriero Engineering, Inc. dated November 2, 2017 last revised January 31, 2018 (Sheets 1 – 7) with a cover letter by Ferriero Engineering, Inc. dated February 12, 2018 explaining that "minor modifications" were made which were "to eliminate one building sewer lateral and the associated manhole from buildings 2, 3 & 4 in order to save on construction costs. There will be no changes in flow, pipe sizes or manhole locations;" and

WHEREAS CrownPoint is requesting that the modifications be deemed a "field change;" and

WHEREAS MSA is in receipt of a letter from its Engineer Mott MacDonald dated February 15, 2018 advising that upon their review "we take no exception to the proposed modification contingent upon approval by the plumbing official;"

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 as revised by the drawings prepared by Ferriero Engineering, Inc. last revised January 31, 2018 is hereby approved as a "field change"; and it is

FURTHER RESOLVED that except as modified herein all of the terms and conditions of Resolution #17-51 remain in full force and effect.

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

- A. 1/12/18 PS&S – Professional Engineering Services 2/1/18 to 2/1/19
- B. 1/24/18 Patrick Dwyer, Esq. – Nusbaum Stein Bronstein & Kron General Legal Services 2018
- C. 1/25/18 Vincent M. Montanino, RMA – Ferraioli, Wielkotz, Cerullo & Cuva, PA, Audit Services 2018
- D. 1/25/18 Robert Beinfield – Hawkins Delafield Wood General Bond Counsel Services 2018
- E. 2/2/18 Carol Arensman – Najarian Associates Environmental Engineer Services 2018
- F. 2/5/18 NJDEP – Notice of Violation Air Pollution Control Act and Regulations
- G. 2/6/18 Amy Rhead, RMC Township of Roxbury – Joseph Schwab MSA Commissioner Reappointment
- H. 2/6/18 NJDEP – Woodmont Park at Roxbury Off-Site Sewer System
- I. 2/6/18 NJDEP – Woodmont Park at Roxbury Onsite Sewer System
- J. 2/8/18 John Scheri, PE – Mott MacDonald Proposal for Special Projects Engineer Services 2018
- K. 2/12/18 John Napolitano, Esq. – Labor Attorney Services for 2018
- L. 2/12/18 NJ Division of Pensions & Benefits – PERS Reenrollment for Elected Officials
- M. 2/8/18 NJDEP – Compliance Extension Request
- N. 2/12/18 Edward Kozic, EIT - Crownpoint Development, Bank Street, Netcong, Modification
- O. 2/15/18 John Scheri, PE – Crownpoint Development, Bank Street, Netcong, Modification
- P. 2/13/18 NJDEP – Lab Certification – On-Site Audit Conducted 11/28/17
- Q. 2/14/18 NJDEP – Minor Modification Stormwater Discharge NJPDES Permit
- R. 2/15/18 Sussex County – Preliminary Adoption and Resubmittal of the Sussex County Wastewater Management Plan

Mr. Schilling asked if any of the commissioners had any questions regarding his monthly report.

Mr. Schilling informed the commissioners that Mrs. Palma regretted she was not able to make the meeting that evening due to a serious condition. She did manage to arrange to review the monthly bills and pending vouchers. He respected her commitment to the MSA. Mrs. Palma sends her regards to the commissioners.

Mr. Schilling reported that the new copier/scanner machine was received and installed. He discussed the costs and various functions of the machine. With the new service contract he anticipated a savings of approximately \$275.00 annually on copies.

Mr. Schilling also updated the commissioners on the rag issue at the plant. He had included a photo with his report. The photo was taken at the head of the plant where the wastewater enters the facility. He explained about the difficulties dealing with the debris.

Mr. Schilling also talked about the new UST regulations. The new regulations mandate that the facility must have a license for the underground storage tanks. He has enrolled to take a class on July 13th. The NJDEP requires that he complete the class and pass the examine no later than October 13<sup>th</sup>. Mr. Pucilowski asked if anyone else could handle the responsibility. Mr. Schilling responded that he reached out to ATS Environmental to research that question and the response was that they did not want the responsibility. Certain engineering firms may be able to pick up on the service. Mr. Schilling explained that the MSA has three underground storage tanks. He discussed details of the tanks' sizes, uses and locations for the commissioners.

Chairman Rattner asked about the audit for the lab. Mr. Schilling explained about the lab standards and requirements. He also explained about the actual audit inspection that was conducted and compared it to past audits. The audit took about six hours. He noted that depending on the inspector, the requirements can change each time an inspection is conducted.

The Director's Report, and Repairs and Maintenance Report, for the month of February were accepted on a motion offered by Mr. Schindelar, seconded by Mr. Cangiano and the affirmative vote of members present.

Mr. Scheri explained further about the rag issue that Mr. Schilling had reported. He also talked about a problem with one of the surface aerators caused by the rag accumulation. The Authority has been discussing installing a headworks screen for the past year. In December he had updated the estimated costs for the project. The project cost and budget numbers for taking out a loan are estimated at approximately 1.7 million dollars, which would include a small building to keep the unit from freezing. He believed that was the project plan the Engineering Committee had decided on. Mr. Schwab asked if the estimate included engineering costs, etc. Mr. Scheri responded that the estimate included all costs including NJDEP fees, NJEIT fees, and administrative costs, which would include bond and legal counseling costs. There is a contingency on the administrative costs and he also included some engineering costs with that estimate as well.

Mr. Scheri also reported that Mott MacDonald had prepared a technical memorandum with preliminary costs for the replacement of the existing microscreen units for Plant #1. He had met with Mr. Schilling to discuss the project. Mr. Schilling had provided him with a quote from one of the filter manufacturers. Mott MacDonald used that quote to prepare a construction cost estimate. Mr. Schwab asked if the replacements could be done in phases. Mr. Schilling explained about the basis of the upgrade and the existing equipment that is presently in place. The parts are old and not readily available for replacement. He further explained about the mechanics of the parts and how they are deteriorating. Mr. Scheri has reviewed four different technologies and the Engineering Committee will explore the different technologies a little more. Mr. Schwab noted that the project was initially planned to be done in phases and that there will be more to the project than just replacing the microscreens. Mr. Scheri noted that some reconfiguration may be required. He further explained the scope of the project. He suggested that it may be worthwhile and more economical to purchase all four units at one time and have one contractor install all four units. He also noted that if you have a single contract for all four units the plant will then have all the same machines in each of the units, instead of possibly different machines for each unit if they are installed in phases by different contractors. Mr. Schilling will follow up with the commissioners after the Engineering Committee has a chance to meet and discuss the options.

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

Phases of the work involved for the NOV in Resolution No. 18-14 were briefly discussed. Chairman Rattner noted that Phase 1 was approved at the January meeting.

**Resolution No. 18-14** Awarding Contract to PS&S for Work Relating to Notice of Violation from NJDEP Division of Air Enforcement, was moved by Mr. Bruno, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-14**  
**Resolution of the Musconetcong Sewerage Authority**  
**Authorizing the Award of a Contract for Professional**  
**Services to PS&S for Work Relating to a Notice of Violation from**  
**NJDEP Division of Air Enforcement dated December 19, 2017**  
**without Public Advertising as a Professional Service**

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "MSA") is desirous of awarding a Contract for professional services to PS&S for engineering services in connection with a Notice of Violation from the New Jersey Department of Environmental Protection Division of Air Enforcement dated December 19, 2017 (the "NOV") and received on February 5, 2018; and

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

WHEREAS, the MSA has previously awarded a non-fair and open contract to PS&S (#18-08) to provide consulting engineering services to the MSA on an as-needed basis; and

WHEREAS, at its meeting held on January 25, 2018 the MSA authorized PS&S to perform preliminary investigative services in connection with the Notice of Violation which services were named Phase 1 services, in an amount not to exceed Ten Thousand (\$10,000) Dollars; and

WHEREAS it is now known that additional services are needed to address the NOV, and PS&S has submitted a Proposal dated February 21, 2018 to perform said additional services; and

WHEREAS, the Secretary/Treasurer of the MSA has certified that funds are available in the budget of the MSA; and be it

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the MSA that a Contract is hereby awarded to PS&S for services in accordance with the attached Proposal dated February 21, 2018 in amounts not to exceed Eleven Thousand (\$11,000) Dollars for the Phase 2 Permitting phase; and be it

FURTHER RESOLVED, that the work for Phase 1 shall be separate from Phase 2 and if for example not all of the funds allocated for Phase 1 are used for Phase 1 that any excess may not be used for Phase 2 without further authorization from the MSA; and be it

FURTHER RESOLVED that it is anticipated that Phase 3 may be needed, however; the scope of work cannot yet be determined as it will depend upon the outcome of Phase 2 and will require a subsequent proposal from PS&S; and it is

FURTHER RESOLVED, that the above entitled amounts for each phase shall not exceed the amount indicated without further authorization from the MSA; and be it

FURTHER RESOLVED, that the Engineer will bill monthly for these services based upon the actual man/woman-hours expended during the billing period; and be it

FURTHER RESOLVED, that Steven Rattner, as Chairman and/or James Schilling, as Director, is hereby authorized to sign the Proposal dated February 21, 2018 between PS&S and the MSA; and be it

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

**Resolution No. 18-15** Appointing MSA Director James Schilling as Public Agency Compliance Officer, was moved by Mr. Schwab, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 18-15**  
**Resolution of the Musconetcong Sewerage Authority**  
**Appointing a Public Agency Compliance Officer ("PACO")**

WHEREAS, the New Jersey Administrative Code at Section 17:27-3.3 requires every public agency to appoint a Public Agency Compliance Officer ("PACO") for the purpose of ensuring the agency's compliance with rules to provide equal employment opportunity in the performance of contracts, and to perform any other liaison and assistance functions as may be requested by the NJ Division of Purchase & Property Contract Compliance Audit Unit, EEO Monitoring Program (the "Unit").

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority desire to make such appointment;

NOW BE IT RESOLVED AS FOLLOWS:

1. The Musconetcong Sewerage Authority hereby appoints James Schilling as its Public Agency Compliance Officer from the date hereof until December 31, 2018.
2. James Schilling is hereby authorized to immediately complete and file a Designation of Public Agency Compliance Officer (PACO) form (copy attached) with the NJ Division of Purchase & Property Contract Compliance Audit Unit, EEO Monitoring Program (the "Unit").
3. A copy of this Resolution shall be served upon the Unit.

Chairman Rattner discussed the monitoring stations the Musconetcong Watershed Association has been installing on the Musconetcong River. The Association gave a presentation regarding the monitoring on Tuesday in Netcong and Wednesday at Lake Musconetcong. Their data measuring the temperature before the plant and after the plant is stating that the plant lowers the temperature in the river, which is very important. He talked about the temperatures registered last July and how it affects the trout. He further explained that the outflow from the plant is actually lowering the temperature. He talked about the monitors used and how they work. The data is updated every 15 minutes and it can be viewed on the Musconetcong Watershed Association website. The plant is listed as Station 102. Mr. Schilling questioned the validity and accuracy of the data as it would be viewed by the NJDEP or any other State environmental agencies. Chairman Rattner agreed, but noted that the data is supported by the NJDEP. He discussed the program. The monitoring is being done by volunteers that are trained. He had offered in the past that the members of the Musconetcong Watershed Association could see that MSA Plant. Also, the commissioners could see what the Association is doing on the river, how their equipment works, and what they are trying to accomplish. He reiterated that he believed this data is important, even though it is not something that could be certified, it is still available data that could be considered.

The outflow of Lake Hopatcong was discussed. Chairman Rattner noted that the plant probably puts out twice as much water as the Lake Hopatcong outflow. The cfs levels were briefly discussed. Chairman Rattner questioned if there was a correlation between the water temperature in the river and how much outflow is coming out of Lake Hopatcong.

Mr. Schilling briefly discussed the three GIS proposals received. The Engineering Committee reviewed the proposals. They are recommending the proposal from Suburban Consulting Engineers be approved. A resolution can be included on the agenda for March 22<sup>nd</sup> meeting for the commissioner's consideration.

Motion made by Mr. Sylvester, seconded by Mr. Schwab and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:25 PM.

Respectfully Submitted:



Susan Grebe,  
Administrative Assistant