

REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY

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: Donald Bates, James Benson, Thomas Bruno, Melanie Michetti, Michael Pucilowski, Steven Rattner, Richard Schindelar, Joseph Schwab, John Sylvester

MEMBERS ABSENT: Andrew Cangiano, Michael Grogan, Brian McNeilly

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

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of April 27, 2017 were approved on a motion offered by Mr. Schwab, seconded by Mr. Bates. Roll Call:

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

The closed session meeting minutes of April 27, 2017 were approved on a motion offered by Mr. Schwab, seconded by Mrs. Michetti. Roll Call:

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

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

Treasurer's Report - May 1, 2017
Operating Account

Balance as of April 1, 2017:		<u>\$ 1,572,183.86</u>
Receipts (April):		
	Hospitalization	2,585.26
	Disability Reimbursements	6,933.39
	Excess Retro Contribution Reimbursement	91.14
		<u>\$ 9,609.79</u>
Total Disbursements for April:		<u>\$ 336,131.61</u>
Balance as of May 1, 2017:		<u>\$ 1,245,662.04</u>

RENEWAL & REPLACEMENT ACCOUNT

Balance as of April 1, 2017:		<u>\$ 639,566.07</u>
Receipts:		0.00
Disbursements:	Nusbaum Stein (Weir Gates Repl.)	220.00
	Mott MacDonald (Weir Gates Repl.)	14,342.55
Balance as of May 1, 2017:		<u>\$ 625,003.52</u>

ESCROW ACCOUNT

Balance as of April 1, 2017:		<u>\$ 5,826.34</u>
Receipts:	NJ Foreign Trade Zone Venture (ITC East WQMP Amend.)	1,500.00
Disbursements	Nusbaum Stein (Stanhope-Byram Sewer Alloc. Transfer)	55.00
Balance as of May 1, 2017:		<u>\$ 7,271.34</u>

CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT

Balance as of April 1, 2017:	\$ 1,183,597.85
Receipts:	0.00
Disbursements: Mott MacDonald (headworks)	360.00
Balance as of May 1, 2017:	<u>\$ 1,183,237.85</u>

ANALYSIS OF BALANCES:

Capital Improvement	\$ 1,133,237.85
Reserve for Retirement	\$ 50,000.00

EXPENDITURES REPORT - 2017 BUDGET

5/1/17

	2017	YEAR-TO-DATE		%
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$165,000.00	\$53,550.64	\$111,449.36	67.56%
Trustee Admin Fees	\$20,000.00	\$7,515.00	\$12,485.00	62.43%
Administrative - Other Expenses	\$40,000.00	\$16,514.27	\$23,485.73	58.71%
Legal	\$30,000.00	\$8,755.20	\$21,244.80	70.82%
Audit	\$10,000.00	\$0.00	\$10,000.00	100.00%
Engineer	\$30,000.00	\$2,100.13	\$27,899.87	93.00%
Pension	\$90,000.00	\$88,879.00	\$1,121.00	1.25%
Social Security	\$68,000.00	\$22,334.57	\$45,665.43	67.16%
Unemployment	\$7,000.00	\$0.00	\$7,000.00	100.00%
Hospitalization	\$228,500.00	\$75,272.39	\$153,227.61	67.06%
Disability Insurance	\$10,000.00	\$1,452.15	\$8,547.85	85.48%
Operating - Salaries and Wages	\$700,000.00	\$230,419.14	\$469,580.86	67.08%
Reserve for Future Retirement	\$0.00	\$0.00	\$0.00	100.00%
Telephone	\$20,000.00	\$3,800.06	\$16,199.94	81.00%
Electric	\$500,000.00	\$118,096.33	\$381,903.67	76.38%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$7,170.92	\$32,829.08	82.07%
Supplies/Chemicals	\$160,000.00	\$38,677.52	\$121,322.48	75.83%
Laboratory Supplies	\$12,000.00	\$1,599.33	\$10,400.67	86.67%
Office	\$25,000.00	\$12,107.01	\$12,892.99	51.57%
External Services	\$70,000.00	\$16,802.38	\$53,197.62	76.00%
Education/Training	\$20,000.00	\$4,882.38	\$15,117.62	75.59%
Laboratory Fees	\$30,000.00	\$2,681.36	\$27,318.64	91.06%
Maintenance/Repairs	\$150,000.00	\$37,867.17	\$112,132.83	74.76%
Insurance	\$110,000.00	\$97,149.97	\$12,850.03	11.68%
NJDEP Fees	\$25,000.00	\$150.00	\$24,850.00	99.40%
Permit/Compliance Fees	\$25,000.00	\$380.60	\$24,619.40	98.48%
Equipment	\$60,000.00	\$3,755.20	\$56,244.80	93.74%
Sludge Removal	\$700,000.00	\$201,624.00	\$498,376.00	71.20%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$200,000.00	\$50,000.00	\$150,000.00	75.00%
Renewal and Replacement	\$200,000.00	\$50,000.00	\$150,000.00	75.00%
TOTAL	\$3,770,500.00	\$1,153,536.72	\$2,616,963.28	69.41%

EXPENDITURES REPORT - 2016 BUDGET

5/1/17

	2016	YEAR-TO-DATE		%
	BUDGET	EXPENDITURES	BALANCE	REMAINING
Admin - Salaries and Wages	\$160,000.00	\$156,302.98	\$3,697.02	2.31%
Trustee Admin Fees	\$20,000.00	\$15,030.00	\$4,970.00	24.85%
Administrative - Other Expenses	\$35,000.00	\$26,397.40	\$8,602.60	24.58%
Legal	\$25,000.00	\$22,784.60	\$2,215.40	8.86%
Audit	\$10,000.00	\$1,282.50	\$8,717.50	87.18%
Engineer	\$20,000.00	\$9,065.08	\$10,934.92	54.67%
Pension	\$86,000.00	\$81,313.24	\$4,686.76	5.45%
Social Security	\$65,000.00	\$64,521.22	\$478.78	0.74%
Unemployment	\$7,000.00	\$5,448.24	\$1,551.76	22.17%
Hospitalization	\$219,260.00	\$204,123.22	\$15,136.78	6.90%
Disability Insurance	\$10,000.00	\$4,983.65	\$5,016.35	50.16%
Operating - Salaries and Wages	\$666,640.00	\$664,936.38	\$1,703.62	0.26%
Reserve for Future Retirement	\$5,000.00	\$5,000.00	\$0.00	0.00%
Telephone	\$20,000.00	\$13,649.53	\$6,350.47	31.75%

Electric	\$530,000.00	\$384,950.43	\$145,049.57	27.37%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$11,884.02	\$28,115.98	70.29%
Supplies/Chemicals	\$160,000.00	\$149,231.90	\$10,768.10	6.73%
Laboratory Supplies	\$10,000.00	\$9,655.05	\$344.95	3.45%
Office	\$20,000.00	\$19,961.47	\$38.53	0.19%
External Services	\$70,000.00	\$48,425.16	\$21,574.84	30.82%
Education/Training	\$20,000.00	\$16,386.38	\$3,613.62	18.07%
Laboratory Fees	\$30,000.00	\$18,154.00	\$11,846.00	39.49%
Maintenance/Repairs	\$150,000.00	\$129,583.85	\$20,416.15	13.61%
Insurance	\$110,000.00	\$93,674.95	\$16,325.05	14.84%
NJDEP Fees	\$25,000.00	\$20,652.05	\$4,347.95	17.39%
Permit/Compliance Fees	\$25,000.00	\$13,795.48	\$11,204.52	44.82%
Equipment	\$60,000.00	\$57,493.74	\$2,506.26	4.18%
Sludge Removal	\$700,000.00	\$605,298.00	\$94,702.00	13.53%
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%
TOTAL	\$3,723,900.00	\$3,253,984.52	\$469,915.48	12.62%

Mr. Schwab discussed the proper timeframe for submitting invoices. He indicated that the cutoff day to submit monthly bills is by the Thursday before the meeting every month. He explained that there needs to be more time to review the bills and reinforced that invoices must be submitted on the Thursday, a week before the monthly meeting, so that a timely review of invoices can be made and all pending monthly bills can be included on the pending voucher list in the preliminary meeting agenda.

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

ESCROW ACCOUNT	
Mott MacDonald	\$589.50
Nusbaum Stein	\$512.60
RENEWAL & REPLACEMENT ACCOUNT	
Daily Record	\$174.92
Dave Heiner Assocs.	\$12,362.00
Mott MacDonald	\$6,880.57
Nusbaum Stein	\$1,564.20
Star Ledger	\$576.22
OPERATING ACCOUNT	
ADP	\$757.75
Accurate Waste Removal Services	\$750.00
American Wear	\$543.36
Nicholas Barbato (disability reimbursement)	\$80.40
Bearing & Drive Solutions	\$4,376.97
BioTriad	\$18,150.00
Blue Diamond Disposal	\$283.55
Cintas First Aid	\$93.91
Cleary Jacobbe	\$1,984.00
Constellation New Energy	\$17,055.60
Coyne Chemical	\$4,755.96
Eurofins QC Labs	\$2,388.00
Firefighter One	\$3,455.00
Susan Grebe	\$105.97
JCP&L	\$13,789.97
Lowe's	\$123.71
MSA Payroll 5/5/17	\$29,968.54
MSA Payroll 5/19/17	\$29,784.46
Mott MacDonald	\$350.00
NJSHBP	\$15,469.21
NJ American Water	\$1,212.67
Northern Tool	\$238.44
Nusbaum Stein	\$1,500.00
One Call	\$22.50
PCS Pump & Process	\$5,500.00
Passaic Valley Sewerage Commission	\$36,800.00
Polydyne	\$1,508.40
R-D Trucking (sludge removal 4/20 to 5/19)	\$29,664.00
Roxbury Township Water Dept.	\$134.94
James Schilling (mileage & disability reimb)	\$169.85
Shell Fleet	\$222.55

Treasurer, State of NJ	\$200.00
Treasurer, State of NJ	\$18,970.07
USA Bluebook	\$279.86
VM Associates	\$1,282.50
Verizon	\$744.66
Verizon Communications	\$53.51
Verizon Wireless	\$225.20

Chairman Rattner asked about correspondence received from Eurofins QC Labs. Mr. Schilling explained the information in the letter regarding a bioassay data manipulation investigation indicated in the letter. This will not affect the MSA and no further action is needed.

Mr. Schilling mentioned correspondence received from the ERA and the Certificate of Excellence that the MSA received for participating in the proficiency testing.

Chairman Rattner discussed the correspondence received from the NJDEP regarding the Capacity Assurance Program (CAP). He explained about the CAP and noted that the monthly gallonage report showed that Stanhope was over their allocation for the month of April. He explained that the MSA has the capacity, but also explained the overage means that Stanhope probably has an infiltration issue. Mr. Benson explained that Stanhope has reviewed the issue for several years and has never found any source for the infiltration. Mr. Schilling mentioned that there was a significant amount of rainfall, the plant handled a lot of flow, and it took a considerable amount of time after the rain ceased to realize the flow reduction, which may have an impact.

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

- A. 4/24/17 NJDEP - TWA Waterloo Valley Road SS Ext., Mount Olive, One Year Extension of Time
- B. 5/01/17 Eurofins QC, Inc. - Quality Issue with Past Aquatic Toxicity Data Reported Under EPA Methods
- C. 5/01/17 ERA - Final Report of PT Study
- D. 5/12/17 Musconetcong Watershed Association - Thank you for sponsoring Annual Run for the River
- E. 5/15/17 NJDEP - Notice of Amendments to the Capacity Assurance Program (CAP)
- F. 5/19/17 John Scheri, PE - Hopatcong State Park WQMP Amendment
- G. 5/15/17 NJDEP - Notice of Non-Compliance for Physical Connection Permit
- H. 5/23/17 John Scheri, PE - Bid Report for Contract #260, Aeration Basin No. 4 Gate Rehabilitation

Chairman Rattner asked about the bid report prepared by Mr. Scheri. He suggested that it would be good to have an actual estimate of the total project cost, which should include the costs for design, construction, inspections, etc. Mr. Schwab discussed the progress of the project and noted that it started out to be considered an emergency situation. The way in which the project proceeded it became an normal bid process, although it did proceed quickly. Normally, a budget would be established, but because of the situation, a total project estimate and budget was not prepared. A budget for this project, Contract #260, will need to be prepared by Mr. Scheri and also a budget for Contract #265 should also be established. He also noted that the two projects overlapped somewhat. Mrs. Palma noted that a resolution for approval of the Contracts should state "Not to Exceed" once a budget is established.

Mrs. Palma left the meeting at 7:55 PM.

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions. Chairman Rattner suggested that Mr. Schilling separate the old project summaries from the new projects on his report.

Mr. Schilling reported on the initial costs for Contract #260. He explained that a lot of the costs associated with the project were put into the normal budget expenditures including sludge removal and disposal. He estimated that approximately 160,000 gallons of sludge had to be removed. He wanted to appropriate those costs to Renewal and Replacement from the normal budget. Chairman Rattner noted that would be a question for the MSA Auditor. Mr. Schilling will follow-up with the Auditor, Mr. Montanino, for yearend budgeting.

Mr. Schilling updated the commissioners on the bids received for Contract #260. He noted that the two bids received were very competitive. The low bid was \$68,500.00 by JEV Construction. He explained that on top of the \$68,500.00 construction cost there is an approximate \$31,000.00 material cost for the gates. The gates have been purchased by the MSA and he is waiting for them to be delivered. A resolution to award the Contract to JEV Construction was on the agenda for the commissioners' consideration and approval.

The gates for Contract #265 will be included in the contract bid proposal and provided for by the contractor. The total estimated cost for Contract #260 should be about \$125,000.00. Mr. Scheri explained that Contract #265 should be estimated at about three times the cost of Contract #260 for a total of approximately \$350,000.00. Mr. Schwab projected that total is for construction costs only and probably did not include engineering costs, an engineering budget will also need to be submitted.

Mr. Schilling also discussed the Union Contract policies for sick time and vacation time payouts for personnel that would be retiring or resigning. The commissioners discussed the payouts and how they should be budgeted and allocated. The payouts should be in the form of a payroll check. Vacation time payouts would be out of the Operating Salaries Account and sick time payouts will need to be transferred out the Reserve for Retirement Budget. A resolution would not be required, although Chairman Rattner asked that Mr. Schilling keep the Personnel Committee updated and informed.

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

Mr. Scheri reported that he reviewed the Statement of Consent request by NJDEP Office of Resources Development for a proposed WQMP amendment to include 0.25 acres of Hopatcong State Park. He worked closely with Mr. Dwyer and Mr. Campanile to complete the review and for preparation of the Consent Resolution. He explained that the MSA should expect to see future correspondence from the NJDEP regarding this project because there are some conditions recommended from a technical standpoint and a risk management standpoint that are attached to the Consent Resolution for approval. Chairman Rattner asked about the conditions listed on the Consent Resolution and how the MSA will follow up with the State to make sure those conditions are met. Mr. Scheri explained that a Statement of Consent was required because a Treatment Works Approval Permit could not be issued for the project since it was not consistent with the WQMP. The previous TWA endorsed by the MSA is almost two years old and the NJDEP will not issue a permit with a signature that is greater than one year old, so the TWA application consent forms will need to be endorsed by the MSA again. The application will be sent to the MSA and at that time the MSA's technical review comments need to be satisfied in order for the MSA to endorse the consent forms for the TWA. He further explained that Roxbury has an agreement in principle with the State for the project, but it has not been executed, so that is still pending as well.

Mr. Scheri noted that he prepared a Bid Report for the bids received for Contract #260 with a recommendation to award the contract to the lowest bidder, JEV Construction in the amount of \$68,500.00.

Mr. Scheri reported that Mott MacDonald has also completed the design for Contract #265 for the three remaining aeration basins. Contract #265 has a very similar scope of work to Contract #260, so Mott MacDonald was able to work very efficiently on Contract #265. He will provide a summary of the overall costs for both projects so they can be reviewed and compared separately or together. Mr. Sylvester asked if a maintenance plan was being created so that one train can be shut down to be cleaned out, inspected and rehabilitated, if needed, every year. Mr. Schilling explained that the Authority is eliminating 12 gates from the four trains, which is three gates per train, so each train will now have only four gates. Mr. Schilling further explained that the tanks have never been taken down and he plans to take them down at certain frequencies to drain, clean and inspect each one, which is the original reason why the current problems were realized.

Mr. Pucilowski asked about the date of June 15th to receive bids for Contract #265 and if there would be enough time for contractors to respond and submit their bids. Mr. Scheri explained that the bidders for Contract #260 indicated that the two week time frame to submit their proposals was adequate. Contract #265 is not a complicated project to bid and he believed there should be sufficient time for contractors to submit their proposals by June 15th. He estimated a nine month construction duration assuming the Authority can consider an award at the June meeting. Receiving the bids on June 15th would give enough time for bids to be reviewed and a recommendation of award could be made at the June 22nd meeting. The commissioners discussed the time frame to advertise for bids and the requirements for advertising, along with the benefits of providing additional time to receive bids. Mr. Pucilowski suggested a later date to receive bids to give additional time for the submittal of bids from interested contractors. After the bids are reviewed, a special meeting could be held as soon as possible to award the contract. The time for the review process was briefly discussed. The commissioners decided the date to receive bids would be June 21st and a special meeting could be held on June 29th at 6:30 PM to award the Contract. If the review of bids can be done in one day before the June 22nd meeting the Contract could be awarded at that time. The

administrator would advertise for the special meeting, if required, after the bids for Contract #265 are received.

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

Resolution No. 17-21 Acknowledging Retirement of Robert Still on May 1, 2017, was moved by Mr. Pucilowski, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-21
RE: RETIREMENT OF ROBERT STILL**

WHEREAS, on March 09, 2017, Director James Schilling received an electronic email notification from the New Jersey Division of Pension and Benefits advising that Robert Still would be retiring from the Musconetcong Sewerage Authority; and

WHEREAS, Robert Still advised the MSA that his retirement would be effective May 01, 2017;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority ("MSA"), as follows:

- 1) The MSA acknowledges receipt of notice from Robert Still to Director James Schilling seeking to retire from the Musconetcong Sewerage Authority as of May 01, 2017; and
- 2) Effective May 01, 2017, Robert Still was retired from his position as an Operator with the Musconetcong Sewerage Authority; and
- 3) The MSA Director is hereby authorized to process any and all requests from the State of New Jersey, Division of Pensions and Benefits regarding the retirement of Robert Still, and to commence a search for a candidate to fill the position of Maintenance Mechanic.
- 4) This resolution shall take effect immediately.

Resolution No. 17-22 Acknowledging the Retirement of Patrick Pisano on August 1, 2017, was moved by Mr. Sylvester, seconded by Mrs. Michetti and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-22
RE: RETIREMENT OF PATRICK PISANO**

WHEREAS, on April 20, 2017, Director James Schilling received an electronic email notification from the New Jersey Division of Pension and Benefits advising that Patrick Pisano will be retiring from the Musconetcong Sewerage Authority; and

WHEREAS, Patrick Pisano has advised that his retirement shall be effective August 01, 2017;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority ("MSA"), as follows:

- 1) The MSA hereby acknowledges receipt of notice from Patrick Pisano to Director James Schilling seeking to retire from the Musconetcong Sewerage Authority as of August 01, 2017; and
- 2) Effective August 01, 2017, Patrick Pisano shall be retired from his position as Operator with the Musconetcong Sewerage Authority; and
- 3) The MSA Director is hereby authorized to immediately process any and all requests from the State of New Jersey Division of Pensions and Benefits regarding the retirement of Patrick Pisano, and to commence a search for a candidate to fill the position of Operator.
- 4) This resolution shall take effect immediately.

Resolution No. 17-23 Awarding the Bid for Contract #260 to JEV Construction, was moved by Mr. Pucilowski, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

**RESOLUTION NO. 17-23
Resolution of the Musconetcong Sewerage Authority
Awarding Contract No. 260 to JEV Construction, LLC
For Aeration Basin No. 4 Gate Rehabilitation
Pursuant to N.J.S.A. 40A:11-1, et seq.**

WHEREAS, on May 19, 2017 the Musconetcong Sewerage Authority received bids for Contract No. 260 Aeration Basin No. 4 Gate Rehabilitation as described in the Technical Specifications in accordance with a Notice to Bidders; and

WHEREAS, the following bids were received:

	<u>Contractor</u>	<u>Amount</u>
1.	JEV Construction, LLC 116 W. Main Street, 2 nd Fl. Clinton, NJ 08809	\$68,500
2.	CFM Construction, Inc. 5 Bay Street Stirling, NJ 07980	\$74,800

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

1. JEV Construction, LLC (hereinafter "JEV") submitted the lowest responsible bid for the contract, which bid is in the amount of \$68,500;
2. The bid of JEV complied with the following requirements of the Notice to Bidders including:
 - a. P.L. 1975, c 127 (N.J.A.C. 17:27) Affirmative Action Requirements;
 - b. Business Registration Act;
 - c. Non-Collusion Affidavit;
 - d. Ownership Statement P.L. 1997c.33;
 - e. Listing of Subcontractors; and
 - f. Certificate of Registration Under the Public Works Contractor Registration Act.
3. The Treasurer of the Musconetcong Sewerage Authority has certified that funds are available.
4. WHEREAS, Mott MacDonald, Consulting Engineers for the Musconetcong Sewerage Authority reviewed the bid package from JEV and by letter dated May 23, 2017 recommended that Contract No. 260 be awarded to JEV.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract No. 260 for Aeration Basin No. 4 Gate Rehabilitation is hereby awarded to JEV Construction, LLC in the amount of \$68,500; and be it

FURTHER RESOLVED, that the amount of the Contract shall not exceed \$68,500 without further approval from the Musconetcong Sewerage Authority, and the Musconetcong Sewerage Authority shall not be liable to pay any amount over and above \$68,500 without its prior written approval; and be it

FURTHER RESOLVED that JEV shall sign a Site Access Agreement as prepared by MSA prior to entering upon MSA's facilities; and be it

FURTHER RESOLVED, that Steven Rattner as Chairman is hereby authorized to sign and award the Contract to JEV Construction, LLC on behalf of the Musconetcong Sewerage Authority.

Resolution No. 17-24 Authorizing MSA Director to Receive Sealed Proposals for Contract No. 265 on June 15, 2017, was moved by Mr. Schwab, seconded by Mr. Bruno and the affirmative roll call vote of members present.

A motion was made by Mr. Schindelar to amend the bid receipt date for Resolution No. 17-24 Authorizing MSA Director to Receive Sealed Proposals for Contract No. 265 to June 21, 2017, seconded by Mr. Schwab and the affirmative roll call vote of members present.

Resolution No. 17-24 Authorizing MSA Director to Receive Sealed Proposals for Contract No. 265 on June 21, 2017, as amended, was moved by Mr. Schwab, seconded by Mr. Schindelar and the affirmative roll call vote of members present.

RESOLUTION NO. 17-24

**Resolution of the Musconetcong Sewerage Authority
Authorizing the Director to Receive Sealed Proposals for
Contract No. 265 Aeration Basin Nos. 1, 2 & 3 Gate Rehabilitation
Pursuant to the Bid Technical Specifications on June 21, 2017
at 10:00 a.m. in the Office of the Authority's Water
Pollution Control Facility**

WHEREAS, a need exists to rehabilitate gates in Aeration Basins 1, 2 & 3 as described in the Technical Specifications for Contract No. 265; and

WHEREAS, funds are available for said Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to receive sealed proposals for Contract No. 265 as described in the Technical Specifications of the Contract Documents on June 21, 2017 at 10 a.m. at the office of the Authority's Water Pollution Control Facility, located

at 110 Continental Drive, Budd Lake, New Jersey. At that time and place, the sealed bids will be opened publicly and read aloud.

Copies of the Contract Documents including the Contract Specifications and Contract Drawings will be available online at www.bidset.com/mott or by calling 1-877-424-3738. Further information may be obtained by contacting the Authority's Office at 973-347-1525.

Resolution No. 17-25 Consenting to Hopatcong State Park WQMP Amendment, was moved by Mr. Sylvester, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

RESOLUTION NO. 17-25

**Resolution of the Musconetcong Sewerage Authority ("MSA")
Endorsing the Proposed Amendment to the Sussex County Water Quality Management
Plan to Expand the Sewer Service Area of the MSA by 0.25 acres Within
Hopatcong State Park, Block 10802, Lot 1
Township of Roxbury, Morris County, New Jersey**

WHEREAS, the New Jersey Department of Environmental Protection ("DEP") has made a request for a written Statement of Consent for a proposed Amendment to the Sussex County Water Quality Management Plan ("WQMP") to expand the sewer service area of the Musconetcong Sewerage Authority ("MSA") to allow for the connection of three existing buildings and one new building within Hopatcong State Park; and

WHEREAS the proposed Hopatcong State Park project consists of approximately 743 linear feet of on-site 6-inch diameter gravity sewer serving three existing buildings and one proposed building, an on-site duplex grinder pumping station and associated 3-inch diameter force main approximately 2,050 linear feet in length, approximately 440 linear feet of 8-inch diameter gravity sewer to be constructed within rights-of-way in Roxbury Township, and a connection to the MSA's existing 27-inch diameter interceptor sewer at a manhole located on Center Street; and

WHEREAS the estimated flow for this project as shown on NJDEP Engineer's Report Form WQM-006 prepared by EI Associates is 5,530 gallons per day; and

WHEREAS the MSA has received a written report from its Engineer Mott MacDonald dated May 19, 2017 noting that the subject property was formerly within the MSA's future sewer service area and there is sufficient capacity at MSA's facilities to accept the proposed discharge, and recommending that MSA provide a Statement of Consent subject to certain conditions;

IT IS THEREFORE RESOLVED:

1. The Chairman is hereby authorized to sign a Statement of Consent for the proposed Amendment to the Sussex County WQMP.
2. The Statement of Consent is subject to the following conditions:
 - (i) New and/or updated construction drawings will be provided to the MSA for review, as the most recent drawings are from November 2014;
 - (ii) Technical review comments are to be addressed to the satisfaction of the MSA;
 - (iii) The Application shall provide a Certificate of Insurance naming MSA and its representatives as "additional insured;"
 - (iv) The Applicant shall incorporate in its construction contract bid documents the attached five (5) page "Service Provider's Agreement for Site Access/Access to Facilities;"
 - (v) The Applicant shall notify MSA a minimum of seven (7) days prior to construction near MSA's manhole in Center Street;
 - (vi) The Applicant shall provide an escrow deposit in the amount of \$2,500 to cover MSA's inspection cost to observe the connection at MSA's manhole in Center Street. We understand the on-site sewer construction will be inspected by the State and that inspection of the new gravity sewer to be constructed in the ROW will be provided by Roxbury Township;
 - (vii) Applicant shall obtain from the Township of Roxbury endorsement of NJDEP Form WQM-003 and a Statement of Consent for the Sussex County WQMP Amendment and submit copies of resolutions authorizing same to MSA.

Mr. Schindelar asked about sump pumps discharging into the sewer in Hopatcong and briefly discuss the circumstances for discharging into the sewer and disconnecting the sump pumps from the sewer system. Chairman Rattner indicated that was listed in Hopatcong's Service Contract and explained that Mount Olive has an agreement stating that the township must have ownership of the grinder pumps in Mount Olive.

Mr. Dwyer reported that he is still working on the SOP for sewer allocation transfers between municipalities.

Chairman Rattner discussed about recent concerns with chlorides in water systems and how it is becoming a nationwide problem. It is because of all the salt usage. The bottom third of the Delaware River is having problems with the salt. He explained that Morris County has decided not to use salt brine because of the problem. The salt brine it is not cost effective and is corrosive to equipment. He wanted to mention this problem because it is something that may have to be considered by the Authority in the future.

Mr. Schwab asked for an update on the headworks facility project. He asked for some input and feedback from the Engineering Committee. The Committee will report back in June or July.

A motion was made by Mr. Schindelar to hold a special meeting on June 29, 2017 at 6:30 PM to award Contract #265, seconded by Mrs. Michetti and the affirmative vote of members present.

Motion made by Mr. Schindelar, seconded by Mrs. Michetti and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:47 PM.

Respectfully Submitted:



Susan Grebe,
Administrative Assistant