

**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: James Benson, Michael Grogan, Brian McNeilly, Melanie Michetti, Michael Pucilowski, Steven Rattner, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still

MEMBERS ABSENT: Andrew Cangiano, Jack Sylvester

OTHERS PRESENT: Pat Dwyer Esq., Jim Wancho PE, James Schilling MSA Director, Marvin Joss Administrative, Debbie Palma QPA

Attendance Roll Call:

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

Chairman Rattner opened and closed the meeting to the public.

The regular meeting minutes of September 26, 2019 were Moved on a motion offered by Mr. Still, seconded by Mr. Schindelar.

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

The regular meeting minutes of September 26, 2019 were "Tabled" on a motion offered by Mr. Romano, seconded by Mr. Schindelar. ALL IN FAVOR:

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

Commissioner Schwab requested that meeting minutes include the entire resolution rather than the resolution header.

Commissioner Michetti requested the meeting minutes be submitted in "word" format.

The closed session meeting minutes of September 26, 2019 were "Tabled" on a motion offered by Mr. McNeilly. ALL IN FAVOR:

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

The Financial Reports of September 30 2019 was accepted on a motion offered by Mr. McNeilly, seconded by Mr. Schindelar. ALL IN FAVOR:

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

Chairman Rattner commented on the status of the Escrow Accounts.

**Financial Report- September 30 2019**  
**Operating Account**

2:08 PM  
 10/18/19  
 Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
 As of September 30, 2019

|  | Sep 30, 19     |
|--|----------------|
| <b>ASSETS</b>                            |                |
| <b>Current Assets</b>                    |                |
| Checking/Savings                         |                |
| Operating Acct TD Bank                   | 1,597,009.53   |
| Payroll Account TD Bank 2014             | 2,768.59       |
| Capital Improvement TD Bank              | 485,394.82     |
| Escrow Account TD Bank                   | 8,297.99       |
| Renewal & Replacement TD Bank            | 460,108.97     |
| Petty Cash                               | 150.00         |
| <b>Total Checking/Savings</b>            | 2,563,727.90   |
| <b>Total Current Assets</b>              | 2,563,727.90   |
| <b>Fixed Assets</b>                      |                |
| Construction in Progress                 | 140,812.54     |
| Accumulated Depreciation                 | -34,578,211.27 |
| Capital Assets, Depreciated              | 60,341,541.88  |
| Land                                     | 505,700.00     |
| <b>Total Fixed Assets</b>                | 28,409,843.13  |
| <b>Other Assets</b>                      |                |
| Def. Pension Outflows                    | 755,406.00     |
| <b>Total Other Assets</b>                | 755,406.00     |
| <b>TOTAL ASSETS</b>                      | 29,718,977.03  |
| <b>LIABILITIES &amp; EQUITY</b>          |                |
| <b>Liabilities</b>                       |                |
| <b>Current Liabilities</b>               |                |
| <b>Other Current Liabilities</b>         |                |
| Accrued Payroll Liabilities              |                |
| PERS - Contributions                     | -7,454.26      |
| PERS - Loans                             | 7,018.12       |
| PERS - Insurance                         | -48.20         |
| Union Dues                               | -136.50        |
| Accrued Payroll Liabilities - Other      | 10,364.37      |
| <b>Total Accrued Payroll Liabilities</b> | 9,743.54       |
| Escrow Deposits Payable                  |                |
| QuickChek Roxbury                        | 210.00         |
| 700 International Drive                  | 315.00         |
| Woodmont Park at Roxbury                 | 139.80         |
| Waterloo Valley Road Sewer Ext.          | 100.75         |
| Villages at Roxbury                      | -585.00        |
| Progressive Properties                   | -6.60          |
| NJFTZ - Active Adult Community           | -450.00        |
| ITC East WQMP Amendment                  | 397.90         |
| Hopatcong State Park WQMP Amend          | 820.00         |
| Fratelli Boretta Facility ITC            | 300.00         |
| Crownpoint Multifamily Project           | 1,064.50       |
| Byram-Stanhope Sewer Agreement           | 128.80         |
| Mount Olive Mews                         | 1,300.00       |
| Pub 199a                                 | 707.50         |
| RD Management WQMP                       | 2,191.00       |
| Escrow Deposits Payable - Other          | 5,551.49       |
| <b>Total Escrow Deposits Payable</b>     | 12,193.14      |
| Compensated Absences Payable             | 50,813.64      |
| Accrued Interest Payable                 | 45,350.00      |
| Accounts Payable - Pension               | 96,458.00      |
| Accrued Liabilities                      | 8,550.22       |
| <b>Total Other Current Liabilities</b>   | 222,908.54     |

2:06 PM  
10/18/19  
Cash Basis

**Musconetcong Sewerage Authority**  
**Balance Sheet**  
As of September 30, 2019

|   | Sep 30, 19           |
|---|----------------------|
| <b>Total Current Liabilities</b>          | <b>222,808.54</b>    |
| <b>Long Term Liabilities</b>              |                      |
| Net Pension Liability                     | 2,423,798.00         |
| Loans Payable                             | 4,030,840.38         |
| Def. Inflows of Resources                 |                      |
| Unamort Gain on Refunding 2007            | 30,800.00            |
| Def. Pension Inflows                      | 488,521.00           |
| <b>Total Def. Inflows of Resources</b>    | <b>517,121.00</b>    |
| <b>Total Long Term Liabilities</b>        | <b>6,971,757.38</b>  |
| <b>Total Liabilities</b>                  | <b>7,194,665.92</b>  |
| <b>Equity</b>                             |                      |
| Net Investment in Capital Asset           | 22,348,403.00        |
| Restricted                                |                      |
| Current Debt Service                      | 81,956.00            |
| Future Retirement Reserve                 | 50,000.00            |
| B-29 Capital Improvements                 |                      |
| Contract 310 Phase III Air Pent           | 309.67               |
| Contract 306 N.J.B Application            | -31.78               |
| Contract 300 Influent Screening           | 88,743.25            |
| Contract 295 Tertiary Trtmt               | 332,681.43           |
| B-29 Capital Improvements - Other         | 75,979.31            |
| <b>Total B-29 Capital Improvements</b>    | <b>497,661.87</b>    |
| B-30 Renewal and Replacement              |                      |
| Contract 320 #3 & 4 Drive Units           | 121,000.00           |
| Contract 316 Sludge Pumps Eval            | -114.86              |
| B-30 Renewal and Replacement - Other      | 361,434.40           |
| <b>Total B-30 Renewal and Replacement</b> | <b>482,319.44</b>    |
| Operations                                | 50,000.00            |
| <b>Total Restricted</b>                   | <b>1,161,937.31</b>  |
| Unrestricted                              |                      |
| Designated                                | 101,880.00           |
| Undesignated                              | -1,766,673.71        |
| <b>Total Unrestricted</b>                 | <b>-1,664,793.71</b> |
| 32000 - Retained Earnings                 | 147,616.41           |
| Net Income                                | 531,148.10           |
| <b>Total Equity</b>                       | <b>22,524,311.11</b> |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>     | <b>29,718,977.03</b> |

**Musconetcong Sewerage Authority**  
**Budget vs. Actual Expenditure Report**  
 January through September 30 2019

2:01 PM  
 10/18/2019  
 Accrual Basis

|                                   | Jan 1-Sep 30        | Budget              | difference           | % of Budget   |
|-----------------------------------|---------------------|---------------------|----------------------|---------------|
| <b>Ordinary Income/Expense</b>    |                     |                     |                      |               |
| <b>Income</b>                     |                     |                     |                      |               |
| Net Position Utilized             | 107,978.00          | 107,978.00          | 0.00                 | 100.0%        |
| budget reimbursement              | 0.00                | 0.00                | 0.00                 | 0.0%          |
| Interest                          | 21,081.17           |                     |                      |               |
| trustee passdown                  | 3,320,551.67        | 4,427,402.00        | -1,106,850.33        | 75.0%         |
| <b>Total Income</b>               | <b>3,449,590.84</b> | <b>4,535,380.00</b> | <b>-1,085,789.16</b> | <b>76.06%</b> |
| <b>Gross Profit</b>               | <b>3,449,590.84</b> | <b>4,535,380.00</b> | <b>-1,085,789.16</b> | <b>76.06%</b> |
| <b>Expense</b>                    |                     |                     |                      |               |
| <b>Personnel Services</b>         |                     |                     |                      |               |
| B-1 · Administrative-S&W          | 108,731.24          | 172,000.00          | -63,268.76           | 63.22%        |
| B-14 · Operating-S&W              | 476,734.12          | 667,500.00          | -190,765.88          | 71.27%        |
| <b>Total Personnel Services</b>   | <b>584,465.36</b>   | <b>839,500.00</b>   | <b>-255,034.64</b>   | <b>69.62%</b> |
| <b>Employee Benefits</b>          |                     |                     |                      |               |
| B-9 · Pension                     | 96,611.78           | 102,000.00          | -5,488.22            | 94.62%        |
| B-8 · Social Security             | 43,031.22           | 65,500.00           | -22,468.78           | 65.7%         |
| B-10 · Hosp                       | 105,840.68          | 200,000.00          | -94,359.32           | 52.82%        |
| B-11 · Disability Insurance       | 4,492.63            | 10,000.00           | -5,507.37            | 44.93%        |
| B-6 · Unemployment                | 7,000.41            | 7,000.00            | 0.41                 | 100.01%       |
| <b>Total Employee Benefits</b>    | <b>256,676.72</b>   | <b>384,500.00</b>   | <b>-127,823.28</b>   | <b>66.76%</b> |
| <b>Administration Expenses</b>    | <b>12,534.10</b>    | <b>40,000.00</b>    | <b>-27,465.90</b>    | <b>31.34%</b> |
| <b>Operations and Maintenance</b> |                     |                     |                      |               |
| B-3 · Legal                       | 21,585.90           | 30,000.00           | -8,414.10            | 71.95%        |
| B-4 · Audit                       | 11,098.16           | 15,000.00           | -3,901.82            | 73.99%        |
| B-5 · Engineer                    | 18,809.81           | 30,000.00           | -11,190.19           | 62.7%         |
| B-15 · Telephone                  | 16,073.76           | 20,000.00           | -3,926.24            | 80.37%        |
| B-16 · Electric                   | 236,236.40          | 482,500.00          | -246,263.60          | 48.98%        |
| B-17 · Propane/Fuel Oil           | 10,082.08           | 29,000.00           | -18,917.92           | 34.77%        |
| B-18 · Supplies/Chemicals         | 130,472.67          | 200,000.00          | -69,527.43           | 65.24%        |
| B-27 · Laboratory Supplies        | 5,136.85            | 12,000.00           | -6,863.15            | 42.81%        |
| B-13 · Office                     | 21,676.77           | 25,000.00           | -3,323.23            | 86.71%        |
| B-31 · External Services          | 28,269.26           | 70,000.00           | -41,740.74           | 40.37%        |
| B-28 · Education/Training         | 12,238.73           | 20,000.00           | -7,761.27            | 61.19%        |
| B-25 · Laboratory Fees            | 9,195.27            | 30,000.00           | -20,804.73           | 30.65%        |
| B-19 · Maintenance/Repairs        | 105,628.24          | 200,000.00          | -94,471.76           | 52.78%        |
| B-20 · Insurance                  | 99,361.00           | 110,000.00          | -10,639.00           | 90.33%        |
| B-24 · NJDEP Fees                 | 20,467.15           | 25,000.00           | -4,532.85            | 81.87%        |
| B-12 · Trustee Admin Fee          | 7,516.00            | 20,000.00           | -12,484.00           | 37.58%        |
| B-23 · Permit App/Compliance Fees | 5,839.60            | 25,000.00           | -19,160.40           | 23.36%        |
| B-21 · Equipment                  | 43,300.05           | 60,000.00           | -16,699.95           | 72.17%        |
| B-26 · Sludge Disposal            | 377,351.30          | 720,000.00          | -342,648.70          | 52.41%        |

|                                  | Jan 1-Sep 30 | Budget       | difference    | % of Budget |
|----------------------------------|--------------|--------------|---------------|-------------|
| B-22 - Contingeny                | 0.00         | 25,000.00    | -25,000.00    | 0.0%        |
| Total Operations and Maintenance | 1,180,227.92 | 2,148,500.00 | -968,272.08   | 54.93%      |
| Debt Service                     | 711,431.19   | 722,880.00   | -11,448.81    | 98.42%      |
| Reserves                         |              |              |               |             |
| B-29 - Capital Improvement       | 231,073.20   | 300,000.00   | -68,926.80    | 77.02%      |
| B-30 - Renewal & Replacement     | 76,000.00    | 100,000.00   | -25,000.00    | 75.0%       |
| Total Reserves                   | 308,073.20   | 400,000.00   | -93,926.80    | 76.52%      |
| Total Expense                    | 3,051,408.49 | 4,535,380.00 | -1,483,971.51 | 67.28%      |
| Net Ordinary Income              | 398,182.35   | 0.00         | 398,182.35    | 100.0%      |
| Other Income/Expense             |              |              |               |             |
| Other Income                     | 28.00        |              |               |             |
| Net Other Income                 | 28.00        |              |               |             |
| Net Income                       | 398,210.35   | 0.00         | 398,210.35    | 100.0%      |

The **Pending Vouchers** for the month of October were approved for payment on a motion offered by Mr. Schwab, seconded by Mrs. Michetti and the affirmative roll call vote of members present.

|                |        |                |        |
|----------------|--------|----------------|--------|
| Mr. Benson     | Yes    | Mr. Rattner    | Yes    |
| Mr. Cangiano   | Absent | 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  | Absent |

**Musconetcong Sewerage Authority  
October Bill List**

2:21 PM  
10/17/2019

| Name                                     | Memo  | Split                      | Amount    |
|--|---|----------------------------|-----------|
| <b>OPERATING ACCOUNT</b>                 |   |                            |           |
| ADP, LLC                                 | Payroll Services 8/0 & 8/31                   | B-2 · Administrative-OE    | 1,491.26  |
| Allen, Scott                             | mileage to training                           | B-28 · Education/Training  | 81.55     |
| American Wear                            | Sept and Oct services                         | B-31 · External Services   | 551.34    |
| Aqua Pro-Tech Laboratories               | lab testing                                   | B-25 · Laboratory Fees     | 345.05    |
| Barbato, Nicholas                        | mileage 2 days training                       | B-28 · Education/Training  | 163.10    |
| Benson, James                            | AEA Annual Conference                         | B-28 · Education/Training  | 700.00    |
| Blo Triad Environmental, Inc.            | Vapor DOX Elite                               | B-18 · Supplies/Chemicals  | 6,089.00  |
| Blue Diamond Disposal, Inc.              | monthly service & dumpster rental             | B-31 · External Services   | 801.62    |
| Ganglano, Andrew                         | AEA Annual; Conference                        | B-28 · Education/Training  | 700.00    |
| Cintas First Aid & Safety                | Aug 15, Sept 15, Oct 15 bills                 | B-31 · External Services   | 323.51    |
| Colabella, Robert                        | dental reimbursement                          | Dental/Eyeglass            | 1,200.00  |
| Constellation New Energy Inc.            | Sept electric Main Plant                      | B-16 · Electric            | 13,392.00 |
| E&G Exterminators                        | Quarterly service                             | B-31 · External Services   | 230.00    |
| Grogan, Michael                          | AEA annual conference                         | B-28 · Education/Training  | 700.00    |
| JCP&L                                    | Pump stations Jul 27-Aug 27                   | B-16 · Electric            | 3,885.75  |
| JCP&L                                    | electric Main Plant Sept                      | B-16 · Electric            | 5,752.93  |
| Kenvil Power Mower                       | misc supplies                                 | B-19 · Maintenance/Repairs | 118.67    |
| Lackawanna Computer Repair               | Computer and Network services                 | B-31 · External Services   | 1,370.60  |
| Lowe's                                   | misc supplies                                 | B-19 · Maintenance/Repairs | 758.76    |
| McMaster-Carr Supply Co.                 | Distilled water                               | B-19 · Maintenance/Repairs | 201.46    |
| McNelly, Brian                           | AEA annual conference                         | B-28 · Education/Training  | 700.00    |
| Netcong Hardware Co.                     | misc supplies                                 | B-19 · Maintenance/Repairs | 26.82     |
| New Jersey League of Municipalities      | James Benson conference registration          | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | James Schilling conference registration       | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Joe Schwab conference registration            | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Steve Ratner conference registration          | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Michael Grogan conference registration        | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Rich Schindelar conference registration       | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Mike Pucilowski conference registration       | B-28 · Education/Training  | 65.00     |
| New Jersey League of Municipalities      | Brian McNelly conference registration         | B-28 · Education/Training  | 65.00     |
| Nusbaum, Stein,Goldstein,Bronstein, Kron | general engineering and retainer              | B-5 · Engineer             | 2,857.00  |
| One Call Concepts, Inc.                  | September service                             | B-2 · Administrative-OE    | 81.60     |
| Pan Metro Services                       | Quarterly Backflow device testing and repairs | B-31 · External Services   | 1,100.00  |
| Passaic Valley Sewerage Comm             | Liquid waste acceptance                       | B-26 · Sludge Disposal     | 30,979.20 |
| PS&S                                     | General Engineering services                  | -SPLIT-                    | 750.00    |
| Pucilowski, Michael                      | AEA Annual Conference                         | B-28 · Education/Training  | 700.00    |
| Pumping Service, Inc.                    | Pump servicing                                | B-19 · Maintenance/Repairs | 735.00    |
| Raritan Group, Branch 100                | Pipes, Valves & fittings                      | B-19 · Maintenance/Repairs | 16,386.39 |
| Ratner, Steve                            | AEA Annual Conference                         | B-28 · Education/Training  | 700.00    |
| Reiner Pump Systems, Inc.                | 2 sump pumps                                  | B-10 · Maintenance/Repairs | 1,900.00  |
| Romano, Thomas                           | AEA Annual Conference                         | B-28 · Education/Training  | 700.00    |



| <u>Name</u>   | <u>Memo</u>                                      | <u>Split</u>                     | <u>Amount</u>     |
|---|--|----------------------------------|-------------------|
| Russell Reid  | sludge hauling Invoice 5698873                   | B-28 · Sludge Disposal           | 22,936.55         |
| Schilling, James  | mileage reimbursement & AEA/NJLM Conferenc       | B-2 · Administrative-OE          | 1,238.85          |
| Schindelar, Richard   | AEA Annual conference                            | B-28 · Education/Training        | 700.00            |
| Schwab, Joseph  | AEA Annual conference                            | B-28 · Education/Training        | 700.00            |
| State Industrial Products   | Fragance, disinfectant Inv #901187046            | B-18 · Supplies/Chemicals        | 884.17            |
| USA Bluebook  | Misc parts                                       | B-19 · Maintenance/Repairs       | 210.83            |
| USALCO  | DelPAC 1525 Invoice# 1352545                     | B-18 · Supplies/Chemicals        | 5,853.59          |
| Verizon   | phone and internet                               | B-15 · Telephone                 | 1,016.00          |
| Verizon Communications  | wi-fi service                                    | B-15 · Telephone                 | 124.48            |
| Verizon Wireless  |  | B-15 · Telephone                 | 518.03            |
| Verizon Wireless  | Wireless services                                | B-15 · Telephone                 | 518.20            |
| Wex Bank  | Shell gasoline statement                         | B-17 · Propane/Fuel Oil          | 299.55            |
|   | <b>TOTAL FROM OPERATING.....</b>                 |                                  | <b>131,568.83</b> |
| <br><b><u>RENEWAL &amp; REPLACEMENT</u></b>   |  |                                  |                   |
| GMH Associates of America   | MSA Contract 320 PC#3 & PC#4 Drive units         | Contract 320 #3 & 4 Drive Units  | 90,738.00         |
| PS&S  | Contract 320 Engineering services                | Contract 320 #3 & 4 Drive Units  | 1,980.00          |
|   | <b>TOTAL FROM R&amp;R.....</b>                   |                                  | <b>92,698.00</b>  |
| <br><b><u>CAPITAL ACCOUNT</u></b>   |  |                                  |                   |
| PS&S  | Contract 305 engineering services                | Contract 305 NJIB Application    | 2,329.27          |
| PS&S  | Contract 295 Tertiary Treatment project services | Contract 295 Tertiary Trimt      | 26,490.71         |
| PS&S  | Invoice #135889 MSA Contract 310                 | Contract 310 Phase III Air Permt | 20,200.00         |
|   | <b>TOTAL FROM CAPITAL.....</b>                   |                                  | <b>49,019.98</b>  |
| <br><b><u>ESCROW</u></b>  |  |                                  |                   |
| PS&S  | Engineering services                             | Hopatcong State Park WQMP Amend  | 340.00            |
| <br><b><u>ONLINE &amp; PASSTHROUGH PAYMENTS</u></b>                                   |  |                                  |                   |
| Vatic paid 10/15/19   | employee passthrough                             | payroll account                  | 450.00            |
| NJ Division of Pensions & Benefits  | October employee health insurance                | operating account                | 9,704.84          |
| NJ Division of Pensions & Benefits  | quarterly employee obligations (IROC)            | payroll account                  | 18,842.28         |
| OPEIU Local 32  | employee passthrough union dues                  | payroll account                  | 1,404.00          |
| Payroll Oct 4   |  |                                  | 29,519.06         |
| Payroll additional Oct 4  |  |                                  | 5,298.73          |
| Payroll Oct 15  |  |                                  | 29,534.29         |
| Payroll additional Oct 15   |  |                                  | 1,501.33          |
|   | <b>TOTAL ONLINE &amp; PASSTHROUGH.....</b>       |                                  | <b>98,254.53</b>  |
| <b>TOTAL AMOUNT OF BILL LIST ALL ACCOUNT INCLUDING ONLINE &amp; PASSTHROUGHS.....</b> |  |                                  | <b>369,879.34</b> |

The following **correspondence** for the month of October was received and filed on a motion offered by Mr. McNeilly, seconded by Mr. Schwab. ALL IN FAVOR:

- A. NJDEP – MSA, Mount Olive Township, Morris County, NJ Wastewater Treatment Plant Improvements Project No. S340384-09 Environmental Review of Planning Submission
- B. PS&S – Proposal to Provide Professional Services for NJPDES Renewal
- C. NJDEP- Division of Water Quality- Statement of Consent – Hopatcong State Park, TWA
- D. SCE – GIS Facility Management Application/ Asset Data Collection & Condition Assessment/ Asset Inventory Application Preparation / Hosting

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

Commissioner Pucilowski commented on Correspondence **D**. He requested the Engineering Committee meet to discuss the proposal.

**Monthly Reports:**

- Mr. Schilling asked the commissioners if there were any questions regarding his monthly report.
- Updated the Board on the status of the Administrative Assistant recruitment process.
  - Commissioner Michetti inquired about the "Service Water" data included in the monthly flow data.
  - Updated the Board on the Annual Conference registration process.

The Director's Report, and Repairs and Maintenance Report, for the month of October were accepted on a motion offered by Mr. Benson, seconded by Mr. McNeilly. ALL IN-FAVOR:

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

The Engineer's Report for the month of October was accepted on a motion offered by Mr. Schindelar, seconded by Mr. Schwab. ALL IN FAVOR:

- PS&S responded to the DEP regarding the NJ I Bank process and Environmental Planning document. The response time has delayed the Advertise timeline.
- There were discussions regarding the submittal process.
- NJDEP challenged Morris County Soil Conservation application.

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

**New Business:**

- Resolution 19-52, Authorizing the Award of an Energy Agent Contract and an Electricity Supply Contract
- \* Resolution 19-53, Awarding a Contract to PS&S for Professional Services in Connection with Preparing and Submitting a NJPDES Renewal Application.
- \* 2020 Budget Introduction

Resolution No. 19-52 was offered on a motion by Mr. Schwab, seconded by Mr. Schindelar and the affirmative roll call vote of members present. Roll Call

|                |        |                |        |
|----------------|--------|----------------|--------|
| Mr. Benson     | Yes    | Mr. Rattner    | Yes    |
| Mr. Cangiano   | Absent | 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  | Absent |

Chairman Rattner commented on the time limit of the contract. Discussion regarding the Bid process and Energy Agent contract.

Resolution No. 19-53 was offered on a motion by Mr. Schindelar, seconded by Mrs. Michetti and the affirmative roll call vote of members present. Roll Call

|                |        |                |        |
|----------------|--------|----------------|--------|
| Mr. Benson     | Yes    | Mr. Rattner    | Yes    |
| Mr. Cangiano   | Absent | 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  | Absent |

Commissioner Schwab inquired which budget will utilized for the payment of resolution # 19-53. There were discussions regarding the permit accounts and funding.

2020 Budget Introduction was offered on a motion by Mr. Romano, seconded by Mr. Schindelar and the affirmative roll call vote of members present. Roll Call

- The 2020 Budget Introduction: Commissioner Schwab advised the members regarding the process and overall increase proposed. There were discussions regarding funding strategies and long-term considerations. The Board reviewed the Debt Service and Operating budget. Commissioner Schwab discussed the MSA net position. There were discussions regarding reserve balances and overall financial health.
- Commissioner Pucilowski inquired about the money already spent on the NJ I Bank projects and the recovery funding.

|                |        |                |        |
|----------------|--------|----------------|--------|
| Mr. Benson     | Yes    | Mr. Rattner    | Yes    |
| Mr. Cangiano   | Absent | 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  | Absent |

**Old Business:**

NONE

**Closed Session:** 8:26PM

Closed Session was offered on a motion by Mr. Pucilowski, seconded by Mr. Still. ALL IN FAVOR:

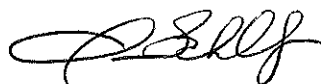
|                |        |                |        |
|----------------|--------|----------------|--------|
| Mr. Benson     |        | Mr. Rattner    |        |
| Mr. Cangiano   | Absent | Mr. Romano     |        |
| Mr. Grogan     |        | Mr. Schindelar |        |
| Mr. McNeilly   |        | Mr.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

Personnel – Contract Negotiations

**Adjournment:**

Motion made by Mr. Still, seconded by Mr. Schindelar and the affirmative vote of members present, Chairman Rattner adjourned the meeting at 8:34 PM.

Respectfully Submitted:



James Schilling  
Director