

# MUSCONETCONG SEWERAGE AUTHORITY



Commissioners' Meeting  
March 23, 2023

## REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY 110 CONTINENTAL DRIVE BUDD LAKE, NJ 07828

Chairman Rattner called the meeting to order at 7:30 PM. Following the Pledge of Allegiance to the Flag, an announcement was made that adequate notice of this meeting had been provided for as defined by the "Open Public Meetings Act".

Members Present: Andrew Cangiano, Michael Grogan, Brian McNeilly, Steven Rattner, Anthony Riccardi, Thomas Romano, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: Melanie Michetti, Richard Schindelar

Others Present: Thomas Carroll – QPA, Patrick Dwyer – Esq., Jilliam Martucci – Office Manager, James Wancho – PE, James Schilling – Executive Director

Others Absent: None

### Attendance Roll Call:

Mr. Cangiano	Present	Mr. Riccardi	Present
Mr. Grogan	Present	Mr. Romano	Present
Mr. McNeilly	Present	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Present
Chairman Rattner	Present	Mr. Still	Present
		Mr. Sylvester	Present

<u>Motion / Resolution</u>	<u>Cangiano</u>	<u>Grogan</u>	<u>McNeilly</u>	<u>Michetti</u>	<u>Rattner</u>	<u>Riccardi</u>	<u>Romano</u>	<u>Schindelar</u>	<u>Schwab</u>	<u>Still</u>	<u>Sylvester</u>
Attendance	Present	Present	Present	Absent	Present	Present	Present	Absent	Present	Present	Present
2023 Re-Org Meeting Minutes: 02.23.2023 ROLL CALL	Yes	Yes	Yes	Absent	Abstain	Yes	Yes	Absent	Second Yes	Motion Yes	Yes
Regular Meeting Minutes: 02.23.2023 ROLL CALL	Yes	Yes	Yes	Absent	Abstain	Yes	Yes	Absent	Second Yes	Motion Yes	Yes
2022 Budget vs Actual ROLL CALL	Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes
December, 2022 Balance Sheet ROLL CALL	Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes
2023 Budget vs Actual ROLL CALL	Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes
February, 2023 Balance Sheet ROLL CALL	Yes	Yes	Yes	Absent	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes
Pending Vouchers March 16, 2023 ROLL CALL	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Absent	Second Yes	Yes	Motion Yes
Correspondence ALL IN FAVOR	Aye	Aye	Second Aye	Absent	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye
Directors Report March, 2023 ALL IN FAVOR	Aye	Second Aye	Aye	Absent	Aye	Aye	Motion Aye	Absent	Aye	Aye	Aye
Maintenance & Repairs Office Managers Report March, 2023 Flow Data – Feb, 2023 ALL IN FAVOR	Aye	Aye	Motion Aye	Absent	Aye	Aye	Second Aye	Absent	Aye	Aye	Aye
Engineers Report- March, 2023 ALL IN FAVOR	Aye	Second Aye	Aye	Absent	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye
<b><u>New Business:</u></b>											
Resolution # 23-24 ROLL CALL	Yes	Yes	Second Yes	Absent	Yes	Yes	Yes	Absent	Yes	Motion Yes	Yes
Resolution # 23-25 ROLL CALL	Second Yes	Yes	Yes	Absent	Yes	Yes	Yes	Absent	Yes	Motion Yes	Yes
Resolution # 23-26 ROLL CALL <b>*AS AMENDED*</b>	Yes	Yes	Motion Yes	Absent	Yes	Second Yes	Yes	Absent	Yes	Yes	Yes

<u>Motion / Resolution</u>	<u>Cangiano</u>	<u>Grogan</u>	<u>McNeilly</u>	<u>Michetti</u>	<u>Rattner</u>	<u>Riccardi</u>	<u>Romano</u>	<u>Schindelar</u>	<u>Schwab</u>	<u>Still</u>	<u>Sylvester</u>
<b><u>Old Business:</u></b>											
Appointment of Finance/Audit Committee Current: Romano, Rattner, Schwab <b><u>Change(s): None</u></b> - All in Favor	-	-	-	Absent	-	-	-	Absent	-	-	-
Appointment of Engineering Operations, Maintenance & Safety Committee Grogan, Schindelar, Michetti, Pucilowski, Still <b><u>Change(s): Anthony Riccardi</u></b> - All in Favor	-	-	-	Absent	-	-	-	Absent	-	-	-
Appointment of Personnel Committee Sylvester (Chair), McNeilly, Pucilowski, Cangiano <b><u>Change(s): None</u></b> - All in Favor	-	-	-	Absent	-	-	-	Absent	-	-	-
Appointment of Purchasing Commissioner - Elmer Still <b><u>Change(s): None</u></b> - All in Favor	-	-	-	Absent	-	-	-	Absent	-	-	-
Closed Session: 08:18pm ALL IN FAVOR	Aye	Aye	Motion Aye	Absent	Aye	Aye	Aye	Absent	Aye	Aye	Second Aye
Open Session: 08:30pm ALL IN FAVOR	Aye	Aye	Motion Aye	Absent	Aye	Aye	Aye	Absent	Aye	Aye	Second Aye
Adjournment: 08:32pm ALL IN FAVOR	Aye	Aye	Second Aye	Absent	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye

Chairman Rattner open and closed the meeting to the public.

The “2023 Re-Organization” meeting minutes of February 23, 2023, accepted on a motion offered by Mr. Still, seconded by Mr. Schwab and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

Comments:

- None

The “Regular” meeting minutes of February 23, 2023, accepted on a motion offered by Mr. Still, seconded by Mr. Schwab and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

Comments:

- None

The Financial Reports for 2022 were accepted on a motion offered by Mr. Romano, seconded by Mr. Still and the affirmative Roll Call vote of members present. Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

Comments:

- Mr. Sylvester asked Secretary Treasurer – Mr. Schwab if 2022 is wrapping up, he advised yes. Mr. Schilling advised that we are waiting on the Auditor to come and review the necessary records in order to finalize.

# Financial Reports – 2022

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2022				
Accrual Basis	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Net Position Utilized	0.00	109,821.00	-109,821.00	0.0%
Interest	5,696.03			
Trustee passdown	3,402,789.02	4,846,821.00	-1,244,032.98	73.2%
<b>Total Income</b>	<b>3,408,484.05</b>	<b>4,956,642.00</b>	<b>-1,348,157.95</b>	<b>71.7%</b>
<b>Gross Profit</b>	<b>3,408,484.05</b>	<b>4,756,821.00</b>	<b>-1,348,336.95</b>	<b>71.7%</b>
<b>Expense</b>				
6890 Reconciliation Discrepancies	10.10			
<b>Personnel Services</b>				
B-1 - Administrative-S&W	175,871.49	176,840.00	-968.51	99.6%
B-1 - Operating-S&W	624,313.31	875,000.00	-250,686.69	99.9%
<b>Total Personnel Services</b>	<b>800,184.80</b>	<b>1,051,840.00</b>	<b>-251,655.20</b>	<b>99.8%</b>
<b>Employee Benefits</b>				
B-9 - Pension	127,906.46	114,000.00	13,906.46	112.2%
B-8 - Social Security	63,342.27	66,458.00	-3,115.73	96.3%
B-10 - Hosp	9,967.71	200,000.00	-190,032.29	90.7%
B-10 - Hosp - Other	181,494.00			
<b>Total B-10 - Hosp</b>	<b>191,461.71</b>	<b>200,000.00</b>	<b>-8,538.29</b>	<b>95.7%</b>
B-11 - Disability Insurance	5,758.45	10,000.00	-4,241.55	57.6%
B-4 - Unemployment	6,610.48	7,000.00	-389.52	84.4%
<b>Total Employee Benefits</b>	<b>396,079.37</b>	<b>397,458.00</b>	<b>-1,378.63</b>	<b>99.4%</b>
<b>Administration Expenses</b>				
B-2 - Administrative-OE	33,780.31	40,000.00	-6,219.69	84.5%
<b>Total Administration Expenses</b>	<b>33,780.31</b>	<b>40,000.00</b>	<b>-6,219.69</b>	<b>84.5%</b>
<b>Operations and Maintenance</b>				
B-3 - Legal	21,899.94	35,000.00	-13,100.06	62.5%
B-4 - Audit	7,475.00	20,000.00	-12,525.00	37.4%
B-5 - Engineer	7,900.00			
NJDECS Permit	35,150.44	35,000.00	150.44	100.4%
B-5 - Engineer - Other				
<b>Total B-5 - Engineer</b>	<b>27,850.44</b>	<b>35,000.00</b>	<b>-7,349.56</b>	<b>79.0%</b>
B-15 - Telephone	10,529.97	25,000.00	-14,470.03	42.1%
B-16 - Electric	450,380.39	460,000.00	-9,619.61	97.9%
B-17 - Propane/Fuel Oil	29,795.80	30,000.00	-204.20	99.3%
B-18 - Supplies/Chemicals	172,419.31	200,000.00	-27,580.69	88.2%
B-13 - Office	5,950.74	8,000.00	-2,049.26	74.6%
B-27 - Laboratory Supplies	26,498.17	30,000.00	-3,501.83	95.0%
B-31 - External Services	60,944.85	75,000.00	-14,055.15	83.3%
B-28 - Education/Training	11,945.32	12,000.00	-54.68	99.5%
B-25 - Laboratory Fees	10,589.15	20,000.00	-9,410.85	82.5%
B-19 - Maintenance/Repairs	173,564.14	204,000.00	-30,435.86	85.1%
B-20 - Insurance	150,852.00	120,000.00	30,852.00	109.0%
B-24 - NJDEP Fees	19,772.92	25,000.00	-5,227.08	76.7%
B-12 - Trustee Admin Fee	14,490.00	25,000.00	-10,510.00	58.0%
B-23 - Permit Appl/Compliance Fees	31,781.88	25,000.00	6,781.88	127.1%
B-21 - Equipment	47,503.24	70,000.00	-22,496.76	67.9%
B-26 - Sludge Disposal	83,956.85	810,000.00	-726,043.15	102.9%
B-22 - Contingency	0.00	4,000.00	-4,000.00	0.0%
<b>Total Operations and Maintenance</b>	<b>2,104,069.41</b>	<b>2,233,000.00</b>	<b>-128,930.59</b>	<b>94.2%</b>
<b>Debt Service</b>				
Debt Svc - Principal Payment	392,777.89			
Debt Svc - Interest Payment	322,536.55			
Debt Service - Other	0.00	724,723.00	-724,723.00	0.0%
<b>Total Debt Service</b>	<b>715,314.44</b>	<b>724,723.00</b>	<b>-9,408.56</b>	<b>99.5%</b>
<b>Reserves</b>				
B-29 - Capital Improvement	0.00	200,000.00	-200,000.00	0.0%
B-30 - Renewal & Replacement	0.00	200,000.00	-200,000.00	0.0%

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2022				
Accrual Basis	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
<b>Total Reserves</b>	<b>0.00</b>	<b>400,000.00</b>	<b>-400,000.00</b>	<b>0.0%</b>
Misc. Income	-86.25			
Operating Refund	-163.90			
Pension Reimbursement	-1,183.25			
PERS	-4,371.92			
<b>Total Expense</b>	<b>4,088,731.88</b>	<b>4,846,821.00</b>	<b>-758,089.12</b>	<b>88.0%</b>
<b>Net Ordinary Income</b>	<b>-880,267.83</b>	<b>109,821.00</b>	<b>-990,088.83</b>	<b>-90.1%</b>
<b>Other Income/Expense</b>				
Other Income	11,531.03			
Short Term Disability Reimburse				
<b>Total Other Income</b>	<b>11,531.03</b>			
<b>Other Expense</b>				
Bank Fee	-40.00			
<b>Total Other Expense</b>	<b>-40.00</b>			
<b>Net Other Income</b>	<b>11,571.03</b>			
<b>Net Income</b>	<b>-868,696.80</b>	<b>109,821.00</b>	<b>-978,517.80</b>	<b>-88.9%</b>

Musconetcong Sewerage Authority Balance Sheet As of December 31, 2022		
Cash Basis		Dec 31, 22
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings		1,215,741.10
OA 8189 - Operating Acct TD - 8189		1,268.87
PR 3717 - Payroll Account TD - 3717		1,269.10
CI 8200 - Capital Improvement ID - 8200		10,134.54
EA 3226 - Escrow Account TD Bank - 3226		60,139.65
RR 1385 - Renewal & Replacement TD - 1385		100.00
Petty Cash		3,136,896.58
<b>Total Checking/Savings</b>		<b>3,090,435.00</b>
Other Current Assets		179.98
NJD Note Receivable		3,090,435.00
Prepaid Expense		179.98
<b>Total Other Current Assets</b>		<b>3,090,614.98</b>
<b>Total Current Assets</b>		<b>6,227,471.57</b>
<b>Fixed Assets</b>		
Construction In Progress		1,609,052.35
Accumulated Depreciation		-39,721,047.17
Capital Assets, Depreciated		61,481,552.62
Land		805,700.00
<b>Total Fixed Assets</b>		<b>23,875,337.80</b>
<b>Other Assets</b>		<b>329,992.00</b>
Def. Pension Outflows		329,992.00
<b>Total Other Assets</b>		<b>329,992.00</b>
<b>TOTAL ASSETS</b>		<b>30,432,761.37</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Current Liabilities</b>		
Accounts Payable		-1,090.36
2000 - Accounts Payable		-1,090.36
Total Accounts Payable		-1,090.36
Other Current Liabilities		9,186,498.00
NJD Note Payable		9,186,498.00
Accrued Payroll Liabilities		302.14
Contribution		625.00
VALL		110,397.18
PERS - Contributions		117,452.65
PERS - Loans		13,496.72
PERS - Insurance		-849.31
Union Dues		-47,669.50
Accrued Payroll Liabilities - Other		
<b>Total Accrued Payroll Liabilities</b>		<b>193,738.38</b>
Escrow Deposits Payable		2.80
Matrix Mount Olive		2,036.25
271 - 571 Kings Hwy - Adler WH		1,625.00
40 - Bank Street Crown Walk Urban Re		12.00
34 - Bank Street Urban Renewal LLC		210.00
GC - GutabCheck Roxbury		100.00
Waterloo Valley Road Renew Ext.		800.00
Villages at Roxbury		904.25
Crowmount Multifamily Project		5,648.40
Escrow Deposits Payable - Other		
<b>Total Escrow Deposits Payable</b>		<b>11,804.84</b>

Musconetcong Sewerage Authority Balance Sheet As of December 31, 2022		
Cash Basis		Dec 31, 22
<b>Current Liabilities</b>		
Compensated Absence Payable		61,691.72
Accrued Interest Payable		28,072.79
Accounts Payable - Pension		-60,223.82
Accrued Liabilities		47,721.58
<b>Total Other Current Liabilities</b>		<b>9,437,143.59</b>
<b>Total Current Liabilities</b>		<b>9,436,053.23</b>
<b>Long Term Liabilities</b>		
Net Pension Liability		1,394,376.00
Loans Payable		2,145,402.38
Def. Intflow of Resources		10,200.00
Unmatt Cash on Refunding 2007		991,342.00
Def. Pension Inflows		1,001,542.00
<b>Total Def. Intflow of Resources</b>		<b>4,544,320.38</b>
<b>Total Long Term Liabilities</b>		<b>13,977,373.61</b>
<b>Equity</b>		<b>22,689,413.56</b>
Net Investment in Capital Asset		29,282.00
Restricted		50,000.00
Culture Retirement Reserve		
B-29 Capital Improvements		43,944.51
365 PPE - Contract 365 Plant Process Eval		23,333.76
360 PPE - Contract 360 HVAC & Roofs		46,011.06
360 PPE - Contract 360 HVAC/Roofs-NJIBank		119,347.81
360 PPE - Contract 360 HVAC/Roofs PGP		
<b>Total 360 - Contract 360 HVAC &amp; Roofs</b>		<b>179,351.63</b>
Contract 298 - Tertiary Trmt		1.25
298 PPS - Contract 298 TT - PPS8		922.35
298 IHC - Contract 298 TT - IHC		104.00
298 - Misc (Permit, Legal)		
<b>Total Contract 298 - Tertiary Trmt</b>		<b>1,027.60</b>
Contract 300 Influent Screening		1.08
300 PPS - Contract 300 Infl Scr - PPS		304.05
300 Cop - Contract 300 Infl Scr - Coppola		1,668.00
300 - Misc (Permit, Legal)		
<b>Total Contract 300 Influent Screening</b>		<b>1,973.13</b>
A5 - Air Sampling		1,821.58
300 - Contract 300 - PCBUI		1,122.50
325 - Contract 325 - SC 3&4		11,694.10
330 - Contract 330 QT 1		9,775.65
310 - Contract 310 Phase II Air Perm		4,760.00
Telecommunications Project		1,450.00
306 - Contract 306 NJIB Application		88.82
286 - Contract 286 - SC #1 & 2		93,861.49
270 - Contract 270 Inflowment		9,843.08
280 - Contract 280 PC #2		21,342.49
290 - Contract 290 Inflowment		31,463.09
<b>Total B-29 Capital Improvements</b>		<b>352,427.77</b>
B-30 Renewal and Replacement		29,033.67
335 - Contract 335 - 18 Plunge		563,537.91
B-30 Renewal and Replacement - Other		
<b>Total B-30 Renewal and Replacement</b>		<b>592,571.58</b>

Musconetcong Sewerage Authority Balance Sheet As of December 31, 2022		
Cash Basis		Dec 31, 22
<b>Operations</b>		
		50,000.00
<b>Total Restricted</b>		<b>1,074,251.35</b>
<b>Unrestricted</b>		<b>-107,978.00</b>
Designated		836,992.10
Undesignated		
<b>Total Unrestricted</b>		<b>727,974.10</b>
3000 - Opening Bal Equity		-5,904,351.57
3200 - Retained Earnings		-2,819,792.98
<b>Net Income</b>		<b>287,893.30</b>
<b>Total Equity</b>		<b>16,456,387.78</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>30,432,761.37</b>

# Financial Reports – 2023

## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through February 2023

Accrual Basis	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Net Position Utilized	0.00	119,889.00	-119,889.00	0.0%
Interest trustee passdown	1,120,000.00	4,480,000.00	-3,360,000.00	25.0%
<b>Total Income</b>	<b>1,130,889.00</b>	<b>4,599,889.00</b>	<b>-3,469,306.07</b>	<b>24.6%</b>
<b>Gross Profit</b>	<b>1,130,889.00</b>	<b>4,599,889.00</b>	<b>-3,469,306.07</b>	<b>24.6%</b>
<b>Expense</b>				
<b>Personnel Services</b>				
B-1 - Administrative-S&W	20,193.36	180,000.00	-159,806.64	11.2%
B-14 - Operating-S&W	76,979.98	668,000.00	-591,020.02	11.5%
<b>Total Personnel Services</b>	<b>97,173.34</b>	<b>848,000.00</b>	<b>-750,826.66</b>	<b>11.5%</b>
<b>Employee Benefits</b>				
B-3 - Pension	13,531.32	110,000.00	-96,468.68	12.3%
B-8 - Social Security	8,785.31	60,000.00	-51,214.69	11.3%
B-10 - Hoop	483.54			
Dental/Vision	37,410.60	220,000.00	-182,589.40	17.0%
B-10 - Hoop - Other				
<b>Total B-10 - Hoop</b>	<b>37,894.14</b>	<b>220,000.00</b>	<b>-182,105.86</b>	<b>17.2%</b>
B-11 - Disability Insurance	1,601.68	10,000.00	-8,398.32	16.0%
B-6 - Unemployment	1,244.54	7,000.00	-5,755.46	17.8%
<b>Total Employee Benefits</b>	<b>61,056.99</b>	<b>407,000.00</b>	<b>-345,943.01</b>	<b>15.0%</b>
<b>Administration Expenses</b>				
B-2 - Administrative-OE	27,877.42	40,000.00	-12,122.58	69.7%
<b>Total Administration Expenses</b>	<b>27,877.42</b>	<b>40,000.00</b>	<b>-12,122.58</b>	<b>69.7%</b>
<b>Operations and Maintenance</b>				
B-3 - Legal	2,228.60	35,000.00	-32,771.40	6.4%
B-4 - Audit	306.25	30,000.00	-19,693.75	1.5%
B-5 - Engineer	1,492.50	35,000.00	-33,507.50	4.3%
B-15 - Telephone	1,561.84	10,000.00	-13,448.38	10.3%
B-16 - Electric	56,106.88	500,000.00	-443,893.12	11.0%
B-17 - Propane/Fuel Oil	3,245.18	30,000.00	-26,754.82	10.8%
B-18 - Supplies/Chemicals	25,820.79	225,000.00	-199,179.21	11.9%
B-27 - Laboratory Supplies	2,383.94	8,000.00	-5,616.06	29.8%
B-13 - Office	5,207.98	30,000.00	-24,792.02	17.4%
B-31 - External Services	13,846.12	75,000.00	-61,153.88	18.5%
B-28 - Education/Training	549.00	10,000.00	-9,451.00	3.7%
B-28 - Laboratory Fees	11,150.81	20,000.00	-8,849.19	55.8%
B-19 - Maintenance/Repairs	67,895.88	200,000.00	-132,104.12	33.9%
B-20 - Insurance	71,854.00	135,000.00	-63,146.00	53.1%
B-24 - NJDEP Fees	250.00	25,000.00	-24,750.00	1.0%
B-12 - Trustee Admin Fee	1,345.00	15,000.00	-13,655.00	9.3%
B-23 - Permit Appl/Compliance Fees	8,487.80	25,000.00	-16,512.20	33.9%
B-21 - Equipment	22,380.00	70,000.00	-47,620.00	32.0%
B-26 - Sludge Disposal	66,087.00	1,065,370.00	-1,029,283.00	6.0%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
<b>Total Operations and Maintenance</b>	<b>383,872.93</b>	<b>2,568,370.00</b>	<b>-2,234,397.07</b>	<b>14.0%</b>
<b>Debt Service</b>				
Debt Svs - Principal Payment	18,271.83			
Debt Svs - Interest Payment	9,242.50			
Debt Service - Other	0.00	306,518.00	-306,518.00	0.0%
<b>Total Debt Service</b>	<b>27,814.13</b>	<b>306,518.00</b>	<b>-278,704.87</b>	<b>9.1%</b>
<b>Reserves</b>				
B-29 - Capital Improvement	0.00	200,000.00	-200,000.00	0.0%
B-30 - Renewal & Replacement	0.00	200,000.00	-200,000.00	0.0%
<b>Total Reserves</b>	<b>0.00</b>	<b>400,000.00</b>	<b>-400,000.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>577,894.81</b>	<b>4,599,889.00</b>	<b>-4,021,994.19</b>	<b>12.8%</b>
<b>Net Ordinary Income</b>	<b>552,886.12</b>	<b>0.00</b>	<b>552,886.12</b>	<b>100.0%</b>

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## Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through February 2023

Accrual Basis	Jan - Feb 23	Budget	\$ Over Budget	% of Budget
<b>Net Income</b>	<b>552,886.12</b>	<b>0.00</b>	<b>552,886.12</b>	<b>100.0%</b>

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## Musconetcong Sewerage Authority Balance Sheet As of February 28, 2023

Cash Basis	Feb 28, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	1,582,903.62
DA 8169 - Operating Acct TD - 8169	37,436.08
PR 3717 - Payroll Acct TD - 3717	1,254,443.80
CI 6030 - Capital Improvement TD - 6030	14,143.34
ES 3226 - Escrow Acct TD Bank - 3226	671,804.65
RR 1360 - Renewal & Replacement TD -1360	100.00
Petty Cash	3,560,215.09
<b>Total Checking/Savings</b>	<b>3,560,215.09</b>
<b>Other Current Assets</b>	
NOTE RECEIVABLE	3,090,435.00
Prepaid Expenses	1,719.95
<b>Total Other Current Assets</b>	<b>3,090,614.00</b>
<b>Total Current Assets</b>	<b>6,650,830.08</b>
<b>Fixed Assets</b>	
Construction in Progress	1,009,002.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,841,592.62
Land	505,700.00
<b>Total Fixed Assets</b>	<b>23,875,337.80</b>
<b>Other Assets</b>	
Def. Pension Outflows	329,652.00
<b>Total Other Assets</b>	<b>329,952.00</b>
<b>TOTAL ASSETS</b>	<b>30,856,119.88</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Current Liabilities</b>	
Accounts Payable	-25,638.98
20000 - Accounts Payable	-25,638.98
<b>Total Accounts Payable</b>	<b>-25,638.98</b>
<b>Other Current Liabilities</b>	
NOTE PAYABLE	9,192,377.00
Accrued Payroll Liabilities	302.14
VALIC	275.00
PERIS - Contributions	116,916.33
PERIS - Loans	120,725.05
PERIS - Insurance	13,802.88
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,658.60
<b>Total Accrued Payroll Liabilities</b>	<b>203,405.40</b>
<b>Escrow Deposits Payable</b>	
Matrix Mount Olive	3,994.60
271 KH - 271 Kings Hwy - Adler WHI	2,036.25
40 - Bank Street Green Walk Urban Fe	1,025.00
24 - Bnk Street Urban Renewal LLC	12.00
COC - QuikChek Roxbury	21.00
Waterloo Valley Road Sewer Ext.	905.00
Village at Roxbury	604.26
Crownpoint	5,848.49
Escrow Deposits Payable - Other	
<b>Total Escrow Deposits Payable</b>	<b>15,595.84</b>

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## Musconetcong Sewerage Authority Balance Sheet As of February 28, 2023

Cash Basis	Feb 28, 23
<b>Compensated Absences Payable</b>	<b>61,661.72</b>
Accrued Interest Payable	26,072.71
Accounts Payable - Pension	47,771.68
Accrued Liabilities	-90,225.82
<b>Total Other Current Liabilities</b>	<b>9,456,681.61</b>
<b>Total Current Liabilities</b>	<b>9,431,042.63</b>
<b>Long Term Liabilities</b>	
Net Pension Liability	1,394,376.00
Loans Payable	2,145,402.38
Def. Inflow of Resources	
Unmort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	991,342.00
<b>Total Def. Inflows of Resources</b>	<b>1,001,542.00</b>
<b>Total Long Term Liabilities</b>	<b>4,541,320.38</b>
<b>Total Liabilities</b>	<b>13,972,363.01</b>
<b>Equity</b>	
Net Investment in Capital Asset	22,680,413.56
Restricted	39,202.00
Current Debt Service	50,000.00
<b>Future Retirement Reserve</b>	<b>36,967.91</b>
<b>B-29 Capital Improvements</b>	
385 PFE - Contract 385 Plant Process Eval	36,967.91
386 - Contract 386 HVAC & Roofs	
386 IH - Contract 386 HVAC/Plumb-JL JB&K	23,010.00
386 PSS - Contract 386 HVAC Roofs PSS	96,014.06
<b>Total 386 - Contract 386 HVAC &amp; Roofs</b>	<b>119,024.06</b>
<b>Contract 285 - Tertiary Tmt</b>	
285 PSS - Contract 285 TT - PS&S	1.25
285 IHC - Contract 285 TT - IHC	922.35
285 - Misc (Permit, Legal)	104.00
<b>Total Contract 285 - Tertiary Tmt</b>	<b>1,027.60</b>
<b>Contract 300 Inflow Screening</b>	
300 PSS - Contract 300 Inflow Scr - PSS	1.08
300 Cop - Contract 300 Inflow Scr - Coppola	304.00
300 - Misc (Permit, Legal)	1,668.00
<b>Total Contract 300 Inflow Screening</b>	<b>1,973.13</b>
<b>AB - Air Sampling</b>	
350 - Contract 350 - PCSBJ	1,314.08
325 - Contract 325 - SC 3&4	11,694.10
330 - Contract 330 OT	8,776.65
310 - Contract 310 Phase II Air Perm	1,480.02
Telecommunications Project	476.00
305 - Contract 305 NJS Application	48.92
265 - Contract 265 - SC #1 & 2	93,861.48
270 - Contract 270 Trenchers	8,843.08
260 - Contract 260 PG #2	21,342.49
<b>B-29 Capital Improvements - Other</b>	<b>-28,986.91</b>
<b>Total B-29 Capital Improvements</b>	<b>284,169.92</b>
<b>B-30 Renewal and Replacement</b>	
335 - Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	563,537.91
<b>Total B-30 Renewal and Replacement</b>	<b>592,571.58</b>

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## Musconetcong Sewerage Authority Balance Sheet As of February 28, 2023

Cash Basis	Feb 28, 23
<b>Operations</b>	<b>50,000.00</b>
<b>Total Restricted</b>	<b>1,005,993.50</b>
<b>Unrestricted</b>	
Designated	-107,978.00
Undesignated	836,952.10
<b>Total Unrestricted</b>	<b>727,974.10</b>
3029 - Opening Bal Equity	-5,504,361.67
32000 - Retained Earnings	-2,531,899.68
Net Income	450,626.00
<b>Total Equity</b>	<b>16,883,756.67</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>30,856,119.88</b>

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The **Pending Vouchers** for March 16, 2023, were approved for payment on a motion offered by Mr. Sylvester, seconded by Mr. Schwab and the affirmative roll call vote of members present. Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

Comments:

- None

**Musconetcong Sewerage Authority**  
Through March 16, 2023

Name	Memo	Split	Amount
<b>OPERATING:</b>			
Alfred DeFelice	2023 NJWEA Conference Stipend	B-28 - Education/Traini	700.00
American Wear	Uniform Service 02.21.23-03.14.23	B-31 - External Services	1,237.12
AmeriGas Propane	Invoice 3147086650, 3147806085	B-17 - Propane/Gas	2,954.55
Aqua Pro-Tech Laboratories	Invoice(s) 237101200, 237101199,	B-25 - Laboratory Fees	605.00
Aqua Pro-Tech Laboratories	Invoice 237102201	B-25 - Laboratory Fees	27.00
ATS Environmental Services	Invoice 652033166VR	B-31 - External Services	359.00
Blue Diamond Disposal, Inc.	Invoice 691183 - Monthly Trash Se	B-31 - External Services	453.00
Business Machine Technolog	Invoice 2367919	B-31 - External Services	1,071.00
Cintas First Aid & Safety	Invoice 6147133429 & 921403637	B-31 - External Services	266.90
Cit-e-Net, LLC	Invoice MJSWEB2023 -Application B-2	B-2 - Administrative-OE	1,650.00
Delaware River Basin Commi	Invoice 232347 - Docket # D CP-2	B-24 - NJDEP Fees	961.00
Dell EMC	Invoice 2009476022164 Jesse/Vin	B-21 - Equipment	1,338.98
Domain Listings LLC	Invoice # 242-1848 - Annual Webs	B-13 - Office	288.00
EKG Exterminators	Quarterly Service (rodents & insect	B-31 - External Services	239.00
Grainger	Invoice #9609584488	B-19 - Maintenance/Rej	977.88
JCP&L	Invoice 95009966261	B-16 - Electric	5.38
Jillian Martucci	2023 Vision/Dental Reimbursemen	B-28, B-2, B-10	767.01
Musconetcong Watershed Asi	2023 Annual Sponsorship	B-28 - Education/Traini	250.00
Najarian Assoc.	Invoice 41572 - Professional Servi	B-23 - Permit Appl/Com	660.00
Napa Auto Parts	Invoice 5720-590876	B-19 - Maintenance/Rej	94.10
Napa Auto Parts	Invoice 5720-481001	B-19 - Maintenance/Rej	54.25
Nationg Hardware Co.	February/March 2023 Statement	B-19 - Supplies	75.35
Nisusne Oliveira Cleaning Co	Invoice 2301	B-13 - Office	800.00
NJWEA	2023 Conference Registrations	B-28 - Education/Traini	2,982.00
North Jersey Pump & Control	Invoice 1336-23	B-19 - Maintenance/Rej	1,350.00
North Jersey Pump & Control	Invoice 1340-237	B-19 - Maintenance/Rej	1,350.00
Nusbaum Stein P.A	Invoice 32986 & 32984	B-3 - Legal, B-23 - Perm	11,417.77
Office Concepts Group	Invoice 1118630-0, 1118630-1	B-13 - Office	1,176.94
Office Concepts Group	Invoice 1119618-0, 1119618-1	B-13 - Office	1,451.26
One Call Concepts, Inc.	Invoice 3025443	B-2 - Administrative-OE	85.80
One Water Consulting, LLC	Invoice 1065	B-23 - Permit Appl/Com	737.50
Passaic Valley Sewerage Con	Invoice 521578 - Liquid Waste Acc	B-26 - Sludge Disposal	35,994.40
Powerhouse Towing, LLC.	Invoice 885421	B-19 - Maintenance/Rej	4,328.00
Precision Control Technology	Invoice R145169	B-19 - Maintenance/Rej	9,865.00
PS&S	Invoice # 159081 - General Consu	B-5 - Engineer	2,331.00
PS&S	Invoice # 159077 - General Consu	B-23 - Permit Appl/Com	2,472.50
Pumping Service, Inc.	Invoice 11354252 & 1135453	B-19 - Maintenance/Rej	4,152.26

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Name	Memo	Split	Amount
R&J Control, Inc.	Invoice E2300445, E2300440, E23	B-19 - Maintenance/Rej	2,560.00
Reiner Pump Systems, Inc.	Invoice # KCP4003C-NJ	B-19 - Maintenance/Rej	1,404.00
RingCentral	Invoice CD_000540802 - Service	B-15 - Telephone	316.52
Thomas Romano	2023 NJWEA Conference Stipend	B-28 - Education/Traini	700.00
Roxbury Twp. Water Dept.	Invoice # 5318-0 & 5250-0	B-21 - External Services	134.94
Russell Reid	Invoice 0006681742 - Sludge Haul	B-26 - Sludge Disposal	38,769.90
Saf's Pizsa	Invoice 12751	B-2 - Administrative-OE	314.85
Schilling, James	2023 NJWEA Conference Stipend	B-28 - Education/Traini	700.00
SEM/BDS Stroudsburg Electr	Invoice 6429160	B-19 - Maintenance/Rej	3,635.05
State Chemical Solutions	Invoice 902787470 - Customer # 7	B-18 - Supplies/Chemic	605.70
Tritex Office Equipment	Invoice 73260 - Contract Usage	B-13 - Office	139.00
USA Bluebook	Invoice 276621	B-18 - Supplies/Chemic	438.35
USA Bluebook	Invoice 276621	B-18 - Supplies/Chemic	640.03
Vince Barbato	2023 Reimbursement	B-2 - Administrative-OE	226.84
Water Environment Federatio	2023 Annual Memberships - Invo	B-28 - Education/Traini	4,110.00
WRS Environmental Services	Invoice 27969	B-19 - Maintenance/Rej	5,610.00
		<b>TOTAL:</b>	<b>147,404.09</b>

<b>CAPITAL:</b>			
PS&S	Invoice # 159078 - C360 - NJbank	360 IB - Contract 360 H	1,437.10
Reiner Pump Systems, Inc.	Invoice # KCP396NJ	B-29 Capital Improvem	19,120.99
		<b>TOTAL:</b>	<b>20,557.10</b>

<b>ESCROW:</b>			
PS&S	Invoice # 15076 - Matrix through	0 Es 3226 - Escrow Accoi	1,482.50
		<b>TOTAL:</b>	<b>1,482.50</b>

<b>RENEWAL &amp; REPLACEMENT:</b>			
Reiner Pump Systems, Inc.	Invoice # KCP163-2NJ	B-30 Renewal and Repl	26,658.00
		<b>TOTAL:</b>	<b>26,658.00</b>

<b>PAYROLL:</b>			
MSA Payroll	03.03.2023 Processing	B-1, B-14	33,581.10
MSA Payroll	03.17.2023 Processing	B-1, B-14	32,329.13
		<b>TOTAL:</b>	<b>65,910.21</b>

<b>ONLINE &amp; MANUAL CKS:</b>			
Alice	03.01.23-03.31.23	B-15 - Telephone	290.44
Direct Energy	Confirmation # 2455205	B-16 - Electric	48,779.04
JCP&L	Confirmation # 85340817	B-16 - Electric	10,333.37
Lowe's	Reference # 2349860543	B-19 - Maintenance/Rej	623.72
NJ American Water	Confirmation # 944207521	B-31 - External Services	872.77
NJ Division of Pension & Ben	Reference # 0651190	Accrued Payroll Liabil	121,914.00
NJ Division of Pension & Ben	Reference # 07456060 - 2023 Q1	B-9 - Pension	9,271.03
NJSHBP	Reference # 06011750	B-10 - Hosp	20,689.32
Primepoint	Invoice 556361	B-31 - External Services	45.60

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Name	Memo	Split	Amount
Primepoint	Invoice 558046	B-31 - External Services	31.50
Shell/Wex	Confirmation # 816903222023	B-17 - Propane/Fuel Oil	466.64
Treasurer - State of NJ	Confirmation # 30301-107831138	B-24 - NJDEP Fees	1,375.00
VALIC	Confirmation 262542	Accrued Payroll Liabil	500.00
Verizon Wireless	Confirmation # 2390517713	B-15 - Telephone	205.18
		<b>TOTAL:</b>	<b>215,396.49</b>

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The following **correspondence** for March 2023 was received and filed on a motion offered by Mr. Schwab, seconded by Mr. McNeilly and the affirmative all in favor vote of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Comments:

- None

- **Correspondence:**

- NJ Ibank: Construction Loan accrued Interest Monthly Statement as of 02.28.2023
- State of NJ, DEP, Office of Quality Assurance: NJELCP Renewal Application for FY24
- Law Offices of Patrick J. Dwyer, LLC: Consent of Representation
- Air, Land & Sea, Environmental Management Services, Inc.: NJDEP Division of Land Use Resource Protection Applications, Block 2403, Lot 4, 652 US Route 46 Township of Roxbury, Morris County AL&S Project # V-3012 – Review Property for Presence or Absence of Freshwater Wetlands
- PSA: Prevent sewer backups in the home
- Law Offices of Patrick J. Dwyer, LLC: Proposed Matrix Development, Mount Olive Township – Block 202, Lot 1
- Colliers Engineering & Design: Mount Arlington Wastewater Management Plan Amendment, Teams Meeting March 16, 2023
- ATS: 2023 Annual Compliance Testing for 110 Continental Drive Budd Lake, NJ GS20203156, Tank E2 Diesel and GS2023156, E1 Generator / Houdaille Road Stanhope, NJ GS2023157
- \*County of Sussex: Preliminary Approval for Byram Township Chapter of the Sussex County Wastewater Management Plan.

**Monthly Reports:**

The Director's Report the month of March 2023 was accepted on a motion offered by Mr. Romano and seconded by Mr. Grogan and the affirmative all-in favor vote of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Comments:

- Mr. Schilling advised the Energy Bid took place 03.22.2023, signed an 18-month agreement for pump stations 08571 kwh rate and 24 month agree for the treatment plan 08031 kwh rate.
- Mr. Schilling is meeting with Mr. Dwyer and Mr. Wancho as well as Bob Fischer to finalize the review of the service agreements.
- Mr. Schilling reminded the Commissioners of the MEL/JIF Annual Training prior to the April MSA Board Meeting.
- Mr. Schilling also reminded the Commissioners of the NJWEA Conference in May.
- Mr. Schilling advised The Board of the surprise inspection for UST; the facility did great.

The Office Manager's Report, Maintenance and Repairs Report for the month of March 2023 and Flow Data for February 2023 was accepted on a motion offered by Mr. McNeilly and seconded by Mr. Romano and the affirmative all-in favor vote of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Comments:

- None

The Engineer's Report for the month of March 2023 was accepted on a motion offered by Mr. Schwab, seconded by Mr. Grogan and the affirmative all-in favor of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Comments:

- Mr. Wancho advised the status of the transpactor repair, purchase order was issued to Head Works by Coppola in order to get the parts ordered, 4-6 weeks delivery, the PO includes the repair.
- Mr. Schwab stated that Coppola has stepped up on numerous occasions to help the MSA on the weekends and such if we can keep that in mind.

**New Business:**

Resolution No. 23-24 was offered on a motion by Mr. Still seconded by Mr. McNeilly and the affirmative roll call vote of members present Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

\*See attached resolution

Comments:

- None

Resolution No. 23-25 was offered on a motion by Mr. Still seconded by Mr. Cangiano and the affirmative roll call vote of members present Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

\*See attached resolution

Comments:

- Mr. Schilling stated an email was sent to the Engineering Committee and Purchasing Agent to make them aware. All four pumps at regional pump station #1 were replaced in 2012, they are currently at their end of life. There is currently a 10% discount if we purchase 2 of the 4 pumps, there is a projected 17% increase through the PVSC come June/July when the contract expires.
  - Mr. Sylvester verified that the finances were available, Mr. Schilling confirmed the available balances in both the Capital and Renewal accounts.
  - Mr. Schwab asked Mr. Schilling if they are able to determine which two pumps should be replaced first, Mr. Schilling confirmed.
  - Mr. Schilling stated that we can recondition the two pumps once removed.
  - Mr. Schwab asked about the warranty, Mr. Schilling confirmed there is a 5-year warranty.



Resolution No. 23-26 was offered on a motion as amended by Mr. McNeilly seconded by Mr. Riccardi and the affirmative roll call vote of members present Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

\*See attached resolution

Comments:

- Mr. Dwyer discussed and reviewed the easements as well as the requests from Matrix, it is up to the MSA if we would require them to move the force main or leave it where currently located
  - Mr. Schilling stated they would only be moving the main within the easement therefore there is still a 60-year-old main upstream & downstream, leading to some concern with only replacing a section.
  - Mr. Wancho advised that Matrix has done everything asked of them, the current easements do not give the MSA the access they need and want. The easement agreements need to be corrected to allow the MSA proper access should a repair need to be done.
  - Mr. Schwab asked if the title search was reviewed. Mr. Dwyer advised yes; the cost is \$300.00. Mr. Schwab stated that we should do our own research.
  - Mr. Wancho advised that Matrix dug test pits to confirm location.
  - Mr. Dwyer advised that the survey drawing is incorrect.
  - Mr. Cangiano asked if the language of easements is acceptable. Mr. Wancho confirmed that under the existing language we would be responsible for replacing the black top; he stated that we can make any request that we want if we negotiate ne easements.
  - Mr. Schilling advised that there have been good conversations with regard to armoring the area of force main crossings.
  - Mr. Schilling advised that it was suggested by Matrix that they would tie in beyond a specific manhole and install their own meter. Mr. Schilling stated that we may have to meet with Mt. Olive.
    - Mr. Wancho stated that they have approval from Mt. Olive, Mr. Schilling stated that he does not agree that they want to bypass the Mt. Olive meter chamber. Chairman Rattner stated that he has already advised that the meter chamber needs to be repaired and brought up to standards
    - Mr. McNeilly asked who owns the pipe, Mr. Schilling advised that there is a manhole on the site but it is not an MSA asset. Mr. Schwab said he is opposed to this, Mr. Sylvester agreed. Mr. McNeilly stated that this needs to be conveyed to the appropriate party. Mr. Wancho stated that he had heard there was site plan approval already in place. Mr. McNeilly suggested that Counsel compose a letter to Mt. Olive as well as the property owner regarding this matter. Mr. Cangiano requested this be sent to Mt. Olive Sewer Department.
  - Mr. Schwab asked for clarification on what the Matrix related resolution actually authorizes, Mr. Sylvester stated the area must be armored and the easements be revised. Mr. McNeilly suggested that the resolution be revised.

**Additional New Business:**

Comments:

- None

**Old Business:**

Comments:

- The Commissioners discussed the committee appointments and had no objections, the committees will remain the same with the only changes being as follows:
  - Removal of Commissioner Pucilowski from the Engineer and Personnel Committees,
  - Commissioner Riccardi to take a seat on the Engineer Committee
- All In Favor Vote of Commissioners agreed to approve the committee appointments for 2023.

Finance/Audit Committee	Thomas Romano, Steven Rattner, Joseph Schwab
Engineering, Operations, Maintenance & Safety Committee	Michael Grogan, Richard Schindelar, Melanie Michetti, Anthony Riccardi, Elmer Still
Personnel Committee	John Sylvester (Chair), Brian McNeilly, Andrew Cangiano
Purchasing Commissioner	Elmer Still

- Mr. Dwyer stated that the MSA has the right to decline endorsing a TWA application as submitted under certain circumstances, a resolution must be adopted within 60 days and sent to the applicant and DEP specifying the reasons why (allocation, capacity, service agreements don't allow, harmful to those who work at the plant) DEP has the authority to overrule.

**Closed Session:**

Entered Closed Session on a motion made by Mr. McNeilly, seconded by Mr. Sylvester at 08:18pm and the affirmative all in favor vote of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

**Open Session:**

Entered Open Session on a motion made by Mr. McNeilly, seconded by Mr. Sylvester at 08:30pm by an all-in favor Vote of members present. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Salary increase for Executive Director was offered on a motion by Mr. McNeilly, seconded by Mr. Sylvester and the affirmative roll call vote of members present Roll Call Vote:

Mr. Cangiano	Yes	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Yes	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Yes
Chairman Rattner	Yes	Mr. Still	Yes
		Mr. Sylvester	Yes

Comments:

- Mr. Dwyer advised that it was discussed and agreed on a 2.25% salary increase, following the performance review of the Executive Director, James Schilling. *\*Formal resolution to follow*

**Adjournment:**

Motion made by Mr. Schwab, seconded by Mr. McNeilly at 08:32pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:43pm. All In Favor Vote:

Mr. Cangiano	Aye	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Aye	Mr. Schindelar	Absent
Mrs. Michetti	Absent	Mr. Schwab	Aye
Chairman Rattner	Aye	Mr. Still	Aye
		Mr. Sylvester	Aye

Respectfully Submitted:  
Jilliam Martucci - Administrative Assistant

RESOLUTION NO. 23-24

Resolution of the Musconetcong Sewerage Authority ("MSA")  
Awarding a Contract for Additional Professional Services to  
Paulus, Sokolowski & Sartor, LLC ("PS&S") for Additional  
Engineering Services in Connection with Contract No. 300

WHEREAS, by Resolution No. 20-37 adopted on September 24, 2020 the  
Musconetcong Sewerage Authority awarded Contract No. 300 to Coppola Services, Inc.  
for the construction and installation of an Influent Screening Facility at the MSA  
treatment plant; and

WHEREAS, after completion of construction an issue arose regarding the  
Transpactor unit (screenings conveyer) in that the screw conveyor jammed and damage  
was caused to the internal screening unit; and

WHEREAS, PS&S has provided services in connection with this issue including  
site visits, evaluations, investigations, review of operation and maintenance, review of  
installation and coordination with the contractor and the manufacturer; and

WHEREAS, PS&S has submitted a Proposal dated February 17, 2023 for this  
additional work;

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

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the  
Musconetcong Sewerage Authority that a contract is hereby awarded to PS&S to  
provide the engineering services in connection with the Transpactor unit jamming and  
resulting damage as set forth in the PS&S Proposal dated February 17, 2023 in an  
amount not to exceed \$9,750.00; and be it

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FURTHER RESOLVED that the above total amount shall not be increased  
without further authorization by the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED that the Treasurer has confirmed funds for such work is  
available in the Budget for 2023 (Budget line B-29 Capital); and be it

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

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

DATED: March 23, 2023

SEE ATTACHED PROPOSAL DATED February 17, 2023

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**RESOLUTION NO. 23-25**

Resolution of the Musconetcong Sewerage Authority  
Awarding a Contract for the Purchase of Two (2) Pumps and Accessory Equipment  
to Reiner Pump Systems, Inc. Utilizing PVSC Co-op Contract #B270-4

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need for two (2) new pumps with accessory equipment for the continued efficient operation of its wastewater treatment facility; and

WHEREAS, MSA has received a Proposal from Reiner Pump Systems, Inc. ("Reiner") dated February 27, 2023 to supply two (2) Sulzer/ABS 155J CB2 PE630/4 wet pit submersible pumps for a price of \$109,828, plus four (4) Sulzer/ABS XFP 6" heavy duty PE5 base elbows and guiderail assemblies for wet pit submersible pumps for a price of \$11,700 (the "Proposal"); and

WHEREAS pursuant to N.J.S.A. §40A:11-10 a local contracting unit may, without advertising for bids, purchase goods or services under a contract entered into with a cooperative purchasing entity;

WHEREAS the MSA is a member of the North Jersey Wastewater Cooperative Pricing System ("NJWCPS") and the Passaic Valley Sewerage Authority ("PVSC") is the lead agency of the NJWCPS; and

WHEREAS the NJWCPS is a cooperative purchasing entity as set forth in NJAC §5:34-7.4; and

WHEREAS MSA desires to utilize the contract obtained by PVSC with Reiner to purchase the needed pumps and accessory equipment; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a

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contract to Reiner Pump Systems, Inc. for the purchase of two (2) Sulzer / ABS 155J CB2 PE630/4 wet pit submersible pumps for a price of \$109,828, plus four (4) Sulzer/ABS XFP 6" heavy duty PE5 base elbows and guiderail assemblies for wet pit submersible pumps for a price of \$11,700; and

FURTHER RESOLVED, that the amount of the contract shall not exceed \$121,528 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the award in the amount of \$121,528 shall utilize PVSC contract B270-4; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract using Budget line B-29 Capital funds; and it is

FURTHER RESOLVED, that the Director, is hereby authorized to take such other actions as are necessary to complete said purchase on behalf of the Musconetcong Sewerage Authority.

MUSCONETCONG SEWERAGE AUTHORITY

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

Dated: March 23, 2023.

SEE ATTACHED PROPOSAL DATED FEBRUARY 27, 2023

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RESOLUTION NO. 23-26

RESOLUTION AUTHORIZING MODIFICATION OF THE DECLARATION OF EASEMENTS BETWEEN THE NEW JERSEY FOREIGN TRADE ZONE VENTURE AND THE MUSCONETCONG SEWERAGE AUTHORITY DATED JANUARY 3, 1990

WHEREAS, the Musconetcong Sewerage Authority ("MSA") entered into a Declaration of Easements (the "Declaration") with the New Jersey Foreign Trade Zone Venture ("Owner") dated January 3, 1990 and recorded on March 14, 1990 in the Morris County Clerk's Office at Deed Book 3264, Page 0001, concerning property currently identified as Block 202, Lot 1 on the Tax Map of the Township of Mount Olive (the "Property"); and

WHEREAS, the Declaration sought to create and extinguish various access easements and sanitary sewer easements across the Property in favor of MSA; and

WHEREAS, MSA has received a request from Langan Engineering on behalf the current Owner of the Property, to review, clarify and revise certain provisions of the Declaration in connection with the proposed development of the Property;

NOW THEREFORE IT IS THEREFORE RESOLVED:

1. PS&S and Director James Schilling are authorized to consult with representatives of Langan Engineering and the Owner/Applicant including TEIF 2000 Mount Olive, LLC, to review their site plans and proposed sewer connections, and provide input and recommendations regarding

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potential revisions to the Declaration of Easements, including but not limited to, changes and modifications to existing or proposed access and sanitary sewer easements, all as same shall be directed by the MSA.

2. Due to the potential for damage resulting from moving the 12" Force Main located in the Existing Sanitary Sewer Easement to the New Sanitary Sewer Easement, as those terms are defined in the Declaration, the Musconetcong Sewerage Authority will release Owner from that obligation provided (i) Owner and its representatives provide plans for MSA's review to explain how Owner will convey, measure and treat sewerage flow from the proposed development utilizing MSA easements and infrastructure; and (ii) enters into a new easement with MSA to clarify the rights and obligations of the parties for the property in question.

Musconetcong Sewerage Authority

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

Dated: as of March 23, 2023

**RESOLUTION NO. 23-28**

Resolution of the Musconetcong Sewerage Authority  
Authorizing a Retroactive Salary Increase for Director  
James Schilling for Performance During Calendar Year 2022

WHEREAS, James Schilling, (hereinafter "Employee"), having been employed by the Musconetcong Sewerage Authority (hereinafter the "Authority") as Director during the calendar year 2022; and

WHEREAS, the Authority having conducted a performance review for services rendered by Employee during 2022; and

WHEREAS, having conducted such review the Authority has determined to increase the Employee's annual salary retroactively effective January 1, 2023;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the annual salary for Employee shall be changed as follows:

Increased by two and one-quarter (2.25%) percent effective January 1, 2023 for performance during calendar year 2022; and it is

FURTHER RESOLVED, that the Authority authorizes the payment of the above increase to the Employee, less any applicable deductions for payroll taxes or otherwise; and be it

FURTHER RESOLVED, that this payment of compensation has been authorized by the Commissioners of the Authority as a result of the Employee's performance during calendar year 2022 and no promises or representations are made of similar increases in the future.

**MUSCONETCONG SEWERAGE AUTHORITY**

ATTEST:

  
Joseph Schwab, Secretary-Treasurer

  
Steven Rattner, Chairman

Dated: as of March 23, 2023