

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
June 22, 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: Michael Grogan, Steven Rattner, Anthony Riccardi, Thomas Romano, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: Andrew Cangiano, Brian McNeilly, Melanie Michetti, Richard Schindelar

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

Others Absent: Patrick Dwyer – Esq.

Attendance Roll Call:

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

Date/Time Call to Order: Thursday June 22, 2023 – 7:30PM
Others Present: Tom Carroll, ~~Pat Dwyer~~, James Wancho, James Schilling, Jilliam Martucci

Motion / Resolution	Cangiano	Grogan	McNeilly	Michetti	Rattner	Riccardi	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present	Absent	Absent	Present	Present	Present	Absent	Present	Present	Present
Regular Meeting Minutes: 05.25.2023 ALL IN FAVOR	Absent	Aye	Absent	Absent	Aye	Aye	Motion Aye	Absent	Second Aye	Aye	Aye
2022 Financials ROLL CALL	Absent	Second Yes	Absent	Absent	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
2023 Financials ROLL CALL	Absent	Second Yes	Absent	Absent	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
Pending Vouchers June 15, 2023 ROLL CALL	Absent	Yes	Absent	Absent	Yes	Second Yes	Yes	Absent	Yes	Yes	Motion Yes
Correspondence ALL IN FAVOR	Absent	Second Aye	Absent	Absent	Aye	Aye	Aye	Absent	Motion Aye	Aye	Aye
Directors Report, Maintenance & Repairs - June, 2023 Flow Data- May, 2023 ALL IN FAVOR	Absent	Aye	Absent	Absent	Aye	Aye	Motion Aye	Absent	Aye	Aye	Second Aye
Office Managers Report – June, 2023 ALL IN FAVOR	Absent	Aye	Absent	Absent	Aye	Aye	Motion Aye	Absent	Aye	Aye	Second Aye
Engineers Report – June, 2023 ALL IN FAVOR	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Absent	Motion Aye	Aye	Second Aye
New Business:											
Resolution # 23-32 *TO AMEND* ROLL CALL	Absent	Second Yes	Absent	Absent	Yes	Yes	Motion Yes	Absent	Yes	Yes	Yes
Resolution # 23-32 *AS AMENDED* ROLL CALL	Absent	Yes	Absent	Absent	Yes	Second Yes	Yes	Absent	Motion Yes	Yes	Yes
Resolution # 23-33 ROLL CALL	Absent	Yes	Absent	Absent	Yes	Yes	Yes	Absent	Yes	Motion Yes	Second Yes
Adjournment: 08:00 PM ALL IN FAVOR	Absent	Second Aye	Absent	Absent	Aye	Aye	Aye	Absent	Aye	Motion Aye	Aye

Chairman Rattner open and closed the meeting to the public.

The "Regular" meeting minutes of May 25, 2023, accepted on a motion offered by Mr. Romano, seconded by Mr. Schwab and the affirmative All in Favor vote of members present. All In Favor:

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

Comments:

- None

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

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

Comments:

- None

Financial Reports – 2022

1:29 PM
06/12/23
Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	109,821.00	-109,821.00	0.0%
Interest	5,998.03			
Trustee passdown	3,402,788.02	4,646,821.00	-1,244,032.98	73.2%
Total Income	3,408,786.05	4,756,642.00	-1,348,177.95	71.7%
Gross Profit	3,408,786.05	4,756,642.00	-1,348,177.95	71.7%
Expense				
66900 - Reconciliation Discrepancies	10.10			
Personnel Services				
B-1 - Administrative-S&W	175,971.49	176,640.00	-668.51	99.6%
B-14 - Operating-S&W	674,313.31	675,000.00	-686.69	99.9%
Total Personnel Services	850,284.80	851,640.00	-1,355.20	99.8%
Employee Benefits				
B-9 - Pension	127,906.48	114,000.00	13,906.48	112.2%
B-8 - Social Security	63,342.27	66,458.00	-3,115.73	95.3%
B-10 - Hosp	9,807.71			
Dental/Vision	181,484.00	200,000.00	-18,506.00	90.7%
B-10 - Hosp - Other				
Total B-10 - Hosp	191,461.71	200,000.00	-8,538.29	95.7%
B-11 - Disability Insurance	5,788.45	10,000.00	-4,211.55	57.6%
B-6 - Unemployment	6,610.48	7,000.00	-389.52	94.4%
Total Employee Benefits	395,079.37	397,458.00	-2,378.63	99.4%
Administration Expenses				
B-2 - Administrative-OE	-7,500.00			
Influent Limit/PSS	41,280.31	40,000.00	1,280.31	103.2%
B-2 - Administrative-OE - Other				
Total B-2 - Administrative-OE	33,780.31	40,000.00	-6,219.69	84.5%
Total Administration Expenses	33,780.31	40,000.00	-6,219.69	84.5%
Operations and Maintenance				
B-3 - Legal	21,889.94	35,000.00	-13,110.06	62.5%
B-4 - Audit	7,475.00	20,000.00	-12,525.00	37.4%
B-5 - Engineer				
NJPD&S Permit	-7,500.00			
B-5 - Engineer - Other	35,150.44	35,000.00	150.44	100.4%
Total B-5 - Engineer	27,650.44	35,000.00	-7,349.56	79.0%
B-16 - 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	29,785.80	30,000.00	-214.20	99.3%
B-18 - Supplies/Chemicals	172,415.31	200,000.00	-27,584.69	86.2%
B-27 - Laboratory Supplies	5,950.74	8,000.00	-2,049.26	74.4%
B-13 - Office	28,488.17	30,000.00	-1,501.83	95.0%
B-31 - External Services	69,944.55	75,000.00	-5,055.45	93.3%
B-28 - Education/Training	11,945.32	12,000.00	-54.68	99.5%
B-25 - Laboratory Fees	16,889.15	20,000.00	-3,110.85	82.9%
B-19 - Maintenance/Repairs	173,556.14	204,000.00	-30,443.86	85.1%
B-20 - Insurance	130,852.00	120,000.00	10,852.00	109.0%
B-24 - NJDEP Fees	19,177.92	25,000.00	-5,822.08	76.7%
B-12 - Trustees Admin Fee	14,480.00	25,000.00	-10,510.00	58.0%
B-23 - Permit Appl/Compliance Fees	31,781.68	25,000.00	6,781.68	127.1%
B-21 - Equipment	47,503.24	70,000.00	-22,496.76	67.9%
B-26 - Sludge Disposal	833,593.85	810,000.00	23,593.85	102.8%
B-22 - Contingency	0.00	4,000.00	-4,000.00	0.0%
Total Operations and Maintenance	2,104,069.41	2,233,000.00	-128,930.59	94.2%
Debt Service				
Debt Svs - Principal Payment	362,777.88			
Debt Svs - Interest Payment	328,536.05			
Debt Service - Other	0.00	724,723.00	-724,723.00	0.0%
Total Debt Service	721,313.21	724,723.00	-3,409.79	99.5%
Reserves				

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Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
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%
Total Reserves	0.00	400,000.00	-400,000.00	0.0%
Misc. Income	-86.25			
Operating Refund	-163.90			
Pension Reimbursement	-11,183.29			
PERS	-4,371.92			
Total Expense	4,088,731.88	4,646,821.00	-558,089.12	88.0%
Net Ordinary Income	-680,267.83	109,821.00	-790,088.83	-819.4%
Other Income/Expense				
Other Income				
Short Term Disability Reimburse	11,531.03			
Total Other Income	11,531.03			
Other Expense				
Bank Fee	-40.00			
Total Other Expense	-40.00			
Net Other Income	11,571.03			
Net Income	-668,696.80	109,821.00	-778,517.80	-806.9%

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Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
CA 8169 - Operating Acct TD - 8169	1,215,741.19
PR 3717 - Payroll Account TD - 3717	-1,298.87
CI 5030 - Capital Improvement TD - 5030	1,260,725.27
Es 3226 - Escrow Account TD Bank - 3226	10,134.34
RR 1360 - Renewal & Replacement TD -1360	651,364.65
Petty Cash	100.00
Total Checking/Savings	3,136,856.58
Other Current Assets	
NJIB Note Receivable	3,090,435.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,227,471.57
Fixed Assets	
Construction in Progress	1,609,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,481,592.92
Land	505,700.00
Total Fixed Assets	23,875,337.80
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,432,761.37
LIABILITIES & EQUITY	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	-1,090.36
Total Accounts Payable	-1,090.36
Other Current Liabilities	
NJIB Note Payable	9,186,498.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	625.00
PERS - Contributions	110,397.18
PERS - Loans	117,457.85
PERS - Insurance	13,486.72
Union Dues	-840.91
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	193,738.38
Escrow Deposits Payable	
Matrix Mount Olive	2.60
271 Krl - 271 Kings Hwy - Adler WH	2,036.25
40 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bank Street Urban Renewal LLC	12.50
QC - QuikChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Villages at Roxbury	965.00
Crowpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	11,604.84

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2022

	Dec 31, 22
Current Liabilities	
Compensated Absences Payable	81,681.72
Accrued Interest Payable	26,072.79
Accounts Payable - Pension	-90,223.82
Accrued Liabilities	47,771.58
Total Other Current Liabilities	9,437,143.59
Total Current Liabilities	9,436,053.23
Long Term Liabilities	
Net Pension Liability	1,394,376.00
Loans Payable	2,145,402.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	891,342.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	13,977,373.61
Equity	
Net Investment in Capital Asset	22,689,413.66
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
355 PPE - Contract 355 Plant Process Eval	43,944.51
360 - Contract 360 HVAC & Roofs	
360 IB - Contract 360 HVAC/Roofs-NJIBank	23,333.75
360 PSS - Contract 360 HVAC/Roofs PSS	96,014.05
Total 360 - Contract 360 HVAC & Roofs	119,347.81
Contract 295 - Tertiary Tmt	
295 PSS - Contract 295 TT - PS&S	1.25
295 IHC - Contract 295 TT - IHC	922.35
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	1,027.60
Contract 300 Influent Screening	
300 PSS - Contract 300 Infl Scr - PSS	1.08
300 Cop - Contract 300 Infl Scr - Coppola	304.05
300 - Misc (Permit, Legal)	1,658.00
Total Contract 300 Influent Screening	1,973.13
AS - Air Sampling	1,821.58
350 - Contract 350 - PCSBU	1,122.50
325 - Contract 325 - SC 354	11,694.10
330 - Contract 330 GT 1	9,776.65
310 - Contract 310 Phase III Air Perm	1,450.92
Telecommunications Project	48.82
305 - Contract 305 NJIB Application	93,801.49
285 - Contract 285 - SC #1 & 2	8,843.08
270 - Contract 270 Thickeners	21,342.49
289 - Contract 289 PC #2	31,463.09
B-29 Capital Improvements - Other	352,427.77
Total B-29 Capital Improvements	592,571.58
B-30 Renewal and Replacement	
335 - Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	563,537.91
Total B-30 Renewal and Replacement	592,571.58

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2022

	Dec 31, 22
Operations	50,000.00
Total Restricted	1,074,251.35
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,504,351.57
32000 - Retained Earnings	-2,819,792.98
Net Income	287,863.30
Total Equity	16,455,387.76
TOTAL LIABILITIES & EQUITY	30,432,761.37

The Financial Reports for 2023 were accepted on a motion offered by Mr. Romano, seconded by Mr. Grogan and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

Financial Reports – 2023

1:29 PM
06/12/23
Accrual Basis

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

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	119,886.00	-119,889.00	0.0%
Interest	10,682.00	4,480,000.00	-2,240,000.00	50.0%
Grants/Passdown	2,240,000.00			
Total Income	2,250,682.00	4,599,886.00	-2,349,204.00	48.9%
Gross Profit	2,250,682.00	4,599,886.00	-2,349,204.00	48.9%
Expense				
Personnel Services				
B-1 - Administrative-S&W	68,315.10	180,000.00	-111,684.90	38.0%
B-14 - Operating-S&W	245,322.48	808,000.00	-422,677.52	36.7%
Total Personnel Services	313,637.58	988,000.00	-674,362.42	37.0%
Employee Benefits				
B-9 - Pension	45,845.53	110,000.00	-64,154.47	41.7%
B-8 - Social Security	22,812.42	60,000.00	-37,187.58	38.0%
B-10 - Hosp	2,091.35			
Dental/Vision	91,967.48	220,000.00	-128,032.52	41.8%
B-10 - Hosp - Other				
Total B-10 - Hosp	94,058.83	220,000.00	-125,941.17	42.8%
B-11 - Disability Insurance	3,157.08	10,000.00	-6,842.92	32.0%
B-6 - Unemployment	3,845.95	7,000.00	-3,154.05	56.4%
Total Employee Benefits	169,866.81	407,000.00	-237,133.19	41.7%
Administration Expenses				
B-2 - Administrative-OE	-2,707.75			
Influent Limit/PSS	23,319.61	40,000.00	-16,680.39	58.3%
B-2 - Administrative-OE - Other				
Total B-2 - Administrative-OE	20,611.86	40,000.00	-19,388.14	51.5%
Total Administration Expenses	20,611.86	40,000.00	-19,388.14	51.5%
Operations and Maintenance				
B-3 - Legal	13,886.77	35,000.00	-21,113.23	39.0%
B-4 - Audit	25,306.25	20,000.00	5,306.25	126.5%
B-5 - Engineer	9,031.00	35,000.00	-25,969.00	25.8%
B-18 - Telephone	4,071.08	15,000.00	-10,928.92	27.1%
B-16 - Electric	229,113.25	500,000.00	-270,886.75	45.8%
B-17 - Propane/Fuel Oil	9,264.87	30,000.00	-20,735.13	30.9%
B-19 - Supplies/Chemicals	57,586.62	225,000.00	-167,413.38	25.6%
B-27 - Laboratory Supplies	3,662.51	8,000.00	-4,337.49	45.8%
B-13 - Office	11,420.85	30,000.00	-18,579.15	38.1%
B-31 - External Services	38,515.80	75,000.00	-36,484.20	62.7%
B-28 - Education/Training	16,843.00	15,000.00	1,843.00	113.0%
B-25 - Laboratory Fees	12,632.81	20,000.00	-7,367.19	63.2%
B-19 - Maintenance/Repairs	118,676.84	200,000.00	-81,323.16	58.4%
B-20 - Insurance	143,057.00	135,000.00	8,057.00	105.0%
B-24 - NJDEP Fees	19,446.75	25,000.00	-5,553.25	77.8%
B-12 - Trustee Admin Fee	1,245.00	15,000.00	-13,755.00	8.3%
B-23 - Permit Appl/Compliance Fees	27,553.36	30,000.00	-2,446.64	110.2%
B-21 - Equipment	23,718.88	70,000.00	-46,281.12	33.9%
B-26 - Sludge Disposal	293,489.30	1,095,370.00	-801,880.70	26.8%
B-22 - Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	1,057,564.96	2,598,370.00	-1,540,805.04	40.7%
Debt Service				
Debt Svs - Principal Payment	18,271.63			
Debt Svs - Interest Payment	9,542.50			
Debt Service - Other	0.00	306,519.00	-306,519.00	0.0%
Total Debt Service	27,814.13	306,519.00	-278,704.87	9.1%
Reserves				
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%
Total Reserves	0.00	400,000.00	-400,000.00	0.0%

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06/12/23
Accrual Basis

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

	Jan - May 23	Budget	\$ Over Budget	% of Budget
Pension Reimbursement	-7,671.92			
Total Expense	1,581,846.02	4,599,889.00	-3,018,042.98	34.4%
Net Ordinary Income	668,736.91	0.00	668,736.91	100.0%
Net Income	668,736.91	0.00	668,736.91	100.0%

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Musconetcong Sewerage Authority
Balance Sheet
As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 - Operating Acct TD - 8169	1,483,616.64
PR 3717 - Payroll Account TD - 3717	24,638.32
CI 5030 - Capital Improvement TD - 5030	1,281,900.13
Es 3226 - Escrow Account TD Bank - 3226	13,726.34
RR 1360 - Renewal & Replacement TD -1360	694,846.65
Petty Cash	100.00
Total Checking/Savings	3,478,828.08
Accounts Receivable	
1200 - Accounts Receivable	-80,000.00
Total Accounts Receivable	-80,000.00
Other Current Assets	
NJIB Note Receivable	3,090,435.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,489,443.07
Fixed Assets	
Construction in Progress	1,609,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
Total Fixed Assets	23,875,337.80
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,694,732.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	65,069.02
Total Accounts Payable	65,069.02
Other Current Liabilities	
NJIB Note Payable	9,192,377.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-225.00
PERS - Contributions	130,292.13
PERS - Loans	128,196.07
PERS - Insurance	14,715.23
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	224,564.56

Musconetcong Sewerage Authority
Balance Sheet
As of May 31, 2023

	May 31, 23
ASSETS	
Current Assets	
Checking/Savings	
OA 8169 - Operating Acct TD - 8169	1,483,616.64
PR 3717 - Payroll Account TD - 3717	24,638.32
CI 5030 - Capital Improvement TD - 5030	1,281,900.13
Es 3226 - Escrow Account TD Bank - 3226	13,726.34
RR 1360 - Renewal & Replacement TD -1360	694,846.65
Petty Cash	100.00
Total Checking/Savings	3,478,828.08
Accounts Receivable	
1200 - Accounts Receivable	-80,000.00
Total Accounts Receivable	-80,000.00
Other Current Assets	
NJIB Note Receivable	3,090,435.00
Prepaid Expenses	179.99
Total Other Current Assets	3,090,614.99
Total Current Assets	6,489,443.07
Fixed Assets	
Construction in Progress	1,609,092.35
Accumulated Depreciation	-39,721,047.17
Capital Assets, Depreciated	61,481,592.62
Land	505,700.00
Total Fixed Assets	23,875,337.80
Other Assets	
Def. Pension Outflows	329,952.00
Total Other Assets	329,952.00
TOTAL ASSETS	30,694,732.87
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	65,069.02
Total Accounts Payable	65,069.02
Other Current Liabilities	
NJIB Note Payable	9,192,377.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-225.00
PERS - Contributions	130,292.13
PERS - Loans	128,196.07
PERS - Insurance	14,715.23
Union Dues	-1,016.41
Accrued Payroll Liabilities - Other	-47,699.60
Total Accrued Payroll Liabilities	224,564.56

10:06 AM
06/14/23
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of May 31, 2023

	May 31, 23
Escrow Deposits Payable	
Matrix Mount Olive	3,218.40
271 KH - 271 Kings Hwy - Adler WH	2,038.25
40 - Bank Street Crown Walk Urban Re	1,825.00
34 - Bnk Street Urban Renewal LLC	12.50
QC - QuickChek Roxbury	210.00
Waterloo Valley Road Sewer Ext.	100.75
Villages at Roxbury	965.00
Crownpoint Multifamily Project	904.25
Escrow Deposits Payable - Other	5,548.49
Total Escrow Deposits Payable	14,820.64
Compensated Absences Payable	61,681.72
Accrued Interest Payable	26,072.79
Accounts Payable - Pension	-212,137.82
Accrued Liabilities	47,771.68
Total Other Current Liabilities	9,355,150.57
Total Current Liabilities	9,420,219.59
Long Term Liabilities	
Net Pension Liability	1,394,376.00
Loans Payable	2,149,402.38
Def. Inflows of Resources	
Unamort Gain on Refunding 2007	10,200.00
Def. Pension Inflows	981,342.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	13,961,539.97
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	60,000.00
B-29 Capital Improvements	
PS#1 Controls	681.25
366 PPE - Contract 366 Plant Process Eval	34,458.84
360 - Contract 360 HVAC & Roofs	
360 IB - Contract 360 HVAC/Roofs-NJIBank	18,219.15
360 PSS - Contract 360 HVAC Roofs PSS	92,959.06
Total 360 - Contract 360 HVAC & Roofs	111,178.21
Contract 295 - Tertiary Tmt	
295 PSS - Contract 295 TT - PS&S	1.25
295 IHC - Contract 295 TT - IHC	922.35
295 - Misc (Permit, Legal)	104.00
Total Contract 295 - Tertiary Tmt	1,027.60
Contract 300 Influent Screening	
300 PSS - Contract 300 Infl Scr - PSS	4,751.08
300 Cop - Contract 300 Infl Scr - Coppola	304.05
300 - Misc (Permit, Legal)	1,668.00
Total Contract 300 Influent Screening	6,723.13

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10:06 AM
06/14/23
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of May 31, 2023

	May 31, 23
AS - Air Sampling	1,314.08
350 - Contract 350 - PCSIU	1,122.50
325 - Contract 325 - SC 3&4	11,694.10
330 - Contract 330 GT 1	9,776.65
310 - Contract 310 Phase III Air Perm	1,480.92
Telecommunications Project	4,760.00
305 - Contract 305 NJB Application	48.52
285 - Contract 285 - SC #1 & 2	93,801.49
270 - Contract 270 Thickeners	8,843.08
280 - Contract 280 PC #2	21,342.49
B-29 Capital Improvements - Other	-157,314.91
Total B-29 Capital Improvements	150,918.25
B-30 Renewal and Replacement	
335 - Contract 335 - 15 Pumps	29,033.67
B-30 Renewal and Replacement - Other	534,975.60
Total B-30 Renewal and Replacement	564,009.27
Operations	50,000.00
Total Restricted	844,179.52
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 - Opening Bal Equity	-5,504,351.57
32000 - Retained Earnings	-2,531,899.68
Net Income	507,676.97
Total Equity	16,733,192.90
TOTAL LIABILITIES & EQUITY	30,694,732.87

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The **Pending Vouchers** for June 15, 2023, were approved for payment on a motion offered by Mr. Sylvester, seconded by Mr. Riccardi and the affirmative roll call vote of members present. Roll Call Vote:

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

Comments:

- None

Musconetcong Sewerage Authority

Transactions through June 15, 2023

	NAME	DESCRIPTION	CATEGORY	AMOUNT	
OPERATING:	American Wear	Uniform Service 03.22.23, 05.23.23	B-31 - External Ser	\$788.53	
	AmeriGas Propane	Invoice 3149774550 & 31504589	B-17 - Propane/Ga	\$963.20	
	Aqua Pro-Tech Laboratories	Invoice 237105981, 237106118, 2	B-25 - Laboratory I	\$634.00	
	Barbato, Nicholas	2023 Dental Reimbursement	Dental/Vision	\$400.00	
	Blue Diamond Disposal, Inc.	Invoice 705032 - Monthly Trash S	B-31 - External Ser	\$453.00	
	Business Machine Technologi	Invoice 2367410 - Unifi Access Po	B-31 - External Ser	\$631.21	
	Business Machine Technologi	Invoice 2367715 - Conference Ro	B-31 - External Ser	\$844.01	
	Essex Engineering	Invoice # 12917- Gravity Thicken	B-19 - Maintenanc	\$630.00	
	Fisher Scientific	Invoice 2945666, 2982826, 3134	B-27 - Laboratory I	\$338.38	
	Grainger	Invoice # 9711506619	B-19 - Maintenanc	\$265.48	
	James Shilling - Custodian of I	Replenish 2023 Petty Cash	Petty Cash	\$68.38	
	Jilliam Martucci	2023 Dental/Mileage/USPS Reim	B-10, B-2	\$71.00	
	Kenvil Power Mower	Invoice 220921 & 220974	B-19 - Maintenanc	\$419.31	
	Law Offices of Patrick J. Dwyer	Invoice 1029 & 1030	B-2 Legal, B-23 Pe	\$2,229.20	
	National Domain Authority	Account # 132-22-100623 - Doma	B-2 - Administrativ	\$260.00	
	Neil Systems Incorporated	Invoice # 261418-1	B-31 - External Ser	\$1,562.40	
	Netcong Hardware Co.	May/June 2023 Statement	B-31 - External Ser	\$250.83	
	Office Concepts Group	Invoice 1129028-0, 1129028-1	B-13 - Office	\$1,333.34	
	One Call Concepts, Inc.	Invoice 3055445	B-2 - Administrativ	\$87.23	
	Passaic Valley Sewerage Com	Invoice 521946- Liquid Waste Acc	B-26 - Sludge Disp	\$38,006.80	
	Precision Electric Motor Worl	Invoice RI46066	B-19 - Maintenanc	\$1,865.00	
	PS&S	Invoice # 161254 - Engineer Gene	B-5 - Engineer	\$1,561.25	
	Pumping Service, Inc.	Invoice 1137263	B-19 - Maintenanc	\$4,788.95	
	Pumping Service, Inc.	Invoice 1137408	B-19 - Maintenanc	\$593.18	
	Quinn, Shane	2023 Boot Reimbursement	B-18 - Supplies/Ch	\$64.98	
	R-D Trucking	Invoice 4639- Sludge Hauling - 04	B-26 - Sludge Disp	\$47,508.50	
	Reiner Pump Systems, Inc.	Invoice # KC166NJ	B-29 Capital Imprc	\$109,828.00	
	RingCentral	Invoice CD_000591289 - Service C	B-15 - Telephone	\$314.78	
	Roxbury Twp. Water Dept.	Invoice # 9318-0 & 8250-0	B-31 - External Ser	\$134.94	
	Sal's Pizza	Invoice 11438 11437	B-2 - Admin	\$420.70	
	Tritec Office Equipment	Invoice 189 - Water Cooler Contri	B-13 - Office	\$59.00	
	Tritec Office Equipment	Invoice 77804 - Water Cooler Cor	B-13 - Office	\$117.36	
	USA Bluebook	Invoice INV00005652	B-18 - Supplies/Ch	\$619.45	
	USALCO	Invoice 20269459	B-18 - Supplies/Ch	\$9,217.84	
		TOTAL:		227,330.23	
	CAPITAL:	PS&S	Invoice # 161249 - C300 through I	300 PSS - Contract	\$2,045.10
		PS&S	Invoice # 161250 - C360 through I	360 PSS - Contract	\$3,055.00
PS&S		Invoice # 161251 - C360 NJIB thro	360 IB - Contract 3	\$7,472.50	
PS&S		Invoice # 161252 - C365 PPE thro	365 PPE - Contract	\$512.50	
PS&S		Invoice # 161253 - PS1C through I	PS#1 Controls	\$541.25	
	TOTAL:		\$13,626.35		

ESCROW:	PS&S	Invoice # 161248 - Matrix through I	Matrix Mount Oliv	\$585.00
		TOTAL:		585.00

RENEWAL:		TOTAL:		0.00
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PAYROLL:	MSA Payroll	Processing 05.26.2023	B-1, B-14	32,888.11
	MSA Payroll	Processing 06.09.2023	B-1, B-14	33,778.13
		TOTAL:		66,666.24

ONLINE & MANUAL CHECKS:	Altice	Confirmation # 8526002	B-15 - Telephone	290.44
	Direct Energy	Confirmation # 2526061	B-16 - Electric	17,291.90
	JCP&L	Confirmation # 97568928	B-16 - Electric	6,714.86
	Local 32	Union Dues 05.01.23-05.31.23	Union Dues	351.00
	Lowe's	Reference # 2426756008	B-18 - Supplies/Ch	407.35
	NJ American Water	Confirmation # 1034115837	B-31 - External Ser	1,516.42
	NJ Division of Pensions & Ben	Reference # 14330991 - Estimate	B-9 - Pension	8,658.42
	NJ Division of Pensions & Ben	Reference # 16432162 - 2023 Q2	B-9 - Pension	7,158.30
	NJSHBP	Reference # 15210517	B-10 - Hosp	20,689.32
	Primepoint	Payroll Processing 05.26.23	B-31 - External Ser	33.00
	Primepoint	Payroll Processing 06.09.23	B-31 - External Ser	45.50
	Shell/Wex	Confirmation # 816906072023	B-17 - Propane/Ga	422.41
	VALIC	Confirmation # 271166 - 05.26.23	VALIC	500.00
	VALIC	Confirmation # 273014 - 06.09.23	VALIC	500.00
	Verizon Wireless	Transaction ID 2553945536	B-15 - Telephone	248.94
		TOTAL:		64,827.86

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

Mr. Cangiano	Absent	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Absent	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 05.31.2023
- Notice to Member Towns of Public Hearing to Discuss Proposed Rules to Prohibit Certain Discharges:07.27.2023 at 7:30pm
- State of NJ, DEP: 2024/FY24 ACPL
- *2022 Audit: Counsel Letters
- *Contract 360: Bid Advertisements

Monthly Reports:

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

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

Director's Report Comments:

- Mr. Schilling advised The Board on the following matters:
 - MSA Staff is working on bringing the plant property up to code as far as American Public Works Association color coding regarding painting necessary areas.
 - Email received from Coppola Services regarding the invoice in the amount of \$13,725.44 pertaining to Contract 300, there was discussion among the Board regarding the original estimate to repair which was over \$40,000.00. The Board agreed that the invoice will be paid following approval at the July meeting.
 - The Secondary Clarifier is currently drained for routine maintenance, there is a crack in the still well at the Secondary Clarifier #1.
 - There is a crack in the fiberglass in the lally column that runs through the ceiling inside the building at Contract 300.
 - Finance Committee met to review the 2022 Audit; Final Audit expected for the July meeting.
- Chairman Rattner inquired about the paving being scheduled. Mr. Schilling advised that it is in fact patchwork.
 - Mr. Schwab advised that this is the cleanest Audit the MSA has had.

Office Manager's Report, Maintenance & Repairs Report, Flow Data Comments:

- Ms. Martucci advised of a correction in the year under financial section regarding the Audit where the year was listed as 2020, correction in year to 2022.

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

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

Engineer's Report Comments:

- Mr. Wancho, PE advised we are active on bid advertisement for Contract 360, bid opening date is 08.10.2023.

New Business:

Resolution No. 23-32 was offered on a motion to amend the resolution by Mr. Romano seconded by Mr. Grogan and the affirmative roll call vote of members present Roll Call Vote:

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

Comments:

- Mr. Schilling asked The Board to read paragraph 4 on page 1.
 - Mr. Schwab suggested to The Board that paragraph 4, page 1 be redacted, and the Resolution 23-32 be amended and revised.

Resolution No. 23-32 was offered on a motion *as amended by Mr. Schwab seconded by Mr. Riccardi and the affirmative roll call vote of members present Roll Call Vote:

Mr. Cangiano	Absent	Mr. Riccardi	Yes
Mr. Grogan	Yes	Mr. Romano	Yes
Mr. McNeilly	Absent	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. 23-33 was offered on a motion by Mr. Still seconded by Mr. Sylvester and the affirmative roll call vote of members present Roll Call Vote:

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

*See attached resolution

Comments:

- None

Adjournment:

Motion made by Mr. Still, seconded by Mr. Grogan at 8:00pm and the all-in favor Vote of members present, Chairman Rattner adjourned the meeting at 08:00pm. All In Favor Vote:

Mr. Cangiano	Absent	Mr. Riccardi	Aye
Mr. Grogan	Aye	Mr. Romano	Aye
Mr. McNeilly	Absent	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. 23-32

RESOLUTION OF THE MUSCONETCONG SEWERAGE AUTHORITY URGING NEW JERSEY U. S. SENATORS CORY A. BOOKER AND ROBERT MENENDEZ TO JOIN IN SPONSORING THE "WATER SYSTEMS PFAS LIABILITY PROTECTION ACT"

RESOLUTION of the Musconetcong Sewerage Authority to Call Upon New Jersey U.S. Senators, the Hon. Cory A. Booker and the Hon. Robert Menendez to join Sen. Cynthia Lummis (R-WY) in sponsoring the "Water Systems PFAS Liability Protection Act."

Whereas, the mission of the Musconetcong Sewerage Authority is to protect and preserve the environment, while being fiscally responsible to the ratepayers in its seven member municipalities which include the all or parts of the Borough of Stanhope, the Borough of Netcong, the Borough of Mount Arlington, the Township of Mount Olive, the Township of Roxbury, the Township of Byram and the Borough of Hopatcong; and

Whereas, PFAS substances are a threat to human health and the environment; and

Whereas, the Musconetcong Sewerage Authority is responsible to protect the interests of its ratepayers; and

Whereas, the U.S. Environmental Protection Agency (EPA) proposes to designate certain per- and polyfluoroalkyl substances ("PFAS") as hazardous substances under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA; a.k.a., Superfund Act); and

Whereas, under a broad definition of CERCLA, public and private drinking water utilities, wastewater agencies (POTW), stormwater utilities, and biosolids management programs are potentially subject to CERCLA with regard to PFAS; and

Whereas, public and private drinking water utilities, wastewater agencies (POTW), stormwater utilities, and biosolids management programs are not polluters. They are passive receivers of PFAS substances and do not manufacture, use, or originate PFAS substances; and

Whereas, CERCLA was enacted to hold polluters responsible for environmental cleanups; and

Whereas, being subject to such a CERCLA designation would ensnare public and private drinking water utilities, wastewater agencies (POTW), stormwater utilities, and biosolids management programs in endless litigation at the expense of taxpayers and ratepayers; and

Whereas, in the past, some New Jersey utilities have been drawn into Superfund actions even though they are not polluters; and

Whereas, EPA assurances that it will rely on its enforcement discretion to keep POTWs from being forced to pay for cleanup under CERCLA fall short because; (i) discretion can vary based on the administration; and (ii) polluters may employ legal strategies that draw public and private drinking water utilities, wastewater agencies (POTW), stormwater utilities, and biosolids management programs into litigation; and


Whereas, taxpayers and ratepayers are "innocent bystanders" and should not be made to pay to further polluter legal strategies, nor should they be subject to the regulatory uncertainty associated with EPA "discretion"; and

Whereas, cost implications of the proposed CERCLA designation are complicated by the fact that PFAS substances aren't introduced into the environment in a single or several discreet "spills" but are continually being introduced into the environment;

NOW THEREFORE BE IT RESOLVED that the Musconetcong Sewerage Authority calls upon the Hon. Cory A. Booker and the Hon. Robert Menendez to join Sen. Cynthia Lummis in sponsoring the "Water Systems PFAS Liability Protection Act" in order to explicitly exempt public and private drinking water utilities, wastewater agencies (POTW), stormwater utilities, and biosolids management programs from CERCLA liability.

I HEREBY CERTIFY that the forgoing is a true and accurate copy of a Resolution adopted by the Musconetcong Sewerage Authority on June 28, 2023.

Musconetcong Sewerage Authority

by: 
Steven Rattner, Chairman

by: 
Joseph Schwab, Secretary-Treasurer

RESOLUTION NO. 23-33

Resolution of the Musconetcong Sewerage Authority
Awarding a Contract for the Repair of a 20HP Service Water Pump
to A.C. Schultes, Inc. Utilizing PVSC Co-op Contract #B331-6

WHEREAS the Musconetcong Sewerage Authority ("MSA") has identified a need to repair a 20-horsepower pump for use at its wastewater treatment facility; and

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

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 has received a Proposal (see attached) dated May 31 2023 from A.C. Schultes, Inc. ("Schultes") to provide repairs as outlined in their Proposal; and

WHEREAS MSA desires to utilize the contract obtained by PVSC with Schultes to repair the pump; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to award a contract to A.C. Schultes, Inc. for the repair of one 20HP pump at a total cost of \$21,218.00 as described in their Proposal dated May 31, 2023; and be it


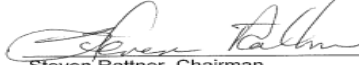
-1-

FURTHER RESOLVED, that the amount of the contract shall not exceed \$21,218.00 without further approval from the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the award in the amount of \$21,218.00 shall utilize PVSC contract B331-6; and be it

FURTHER RESOLVED, that the Treasurer has certified that funds are available to perform this contract using Budget line B-30 Renewal and Replacement 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.

ATTEST: MUSCONETCONG SEWERAGE AUTHORITY
 
Joseph Schwab, Secretary-Treasurer Steven Rattner, Chairman

Dated: June 22, 2023

SEE ATTACHED PROPOSAL DATED MAY 31, 2023

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