

MUSCONETCONG SEWERAGE AUTHORITY

Commissioners' Meeting
January 23, 2025

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

Vice Chairman Sylvester called the meeting to order at 7:30pm. 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, Brian McNeilly, Anthony Riccardi, Thomas Romano, Richard Schindelar, Joseph Schwab, Elmer Still, Jack Sylvester

Members Absent: Erik Bradley, Michael Grogan, Melanie Michetti, Steven Rattner

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

Others Absent: N/A

Attendance Roll Call:

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

Date/Time Call to Order: Thursday January 23, 2025 – 7:30PM
Others Present: Diane Alexander, Tom Carroll, Jilliam Martucci, James Schilling, James Wancho

Motion / Resolution	Bradley	Cangiano	Grogan	McNeilly	Michetti	Rattner	Riccardi	Romano	Schindelar	Schwab	Still	Sylvester
Attendance	Absent	Present	Absent	Present	Absent	Absent	Present	Present	Present	Present	Present	Present
Regular Meeting Minutes: 12.19.2024 ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Second Aye	Motion Aye	Aye
2024 Financials ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Yes	Motion Yes	Second Yes	Yes	Yes	Yes
Pending Vouchers December 12, 2024 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Yes	Second Yes	Motion Yes	Yes	Yes	Yes
Correspondence ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Absent	Second Aye	Aye	Aye	Aye	Motion Aye	Aye
Directors Report, Maintenance & Repairs – 12/2024 Flow Data– November 2024 ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Absent	Aye	Aye	Second Aye	Motion Aye	Aye	Aye
Office Managers Report – 12/2024 ALL IN FAVOR	Absent	Aye	Absent	Second Aye	Absent	Absent	Aye	Aye	Aye	Motion Aye	Aye	Aye
Engineers Report – 12/2024 ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Absent	Second Aye	Aye	Motion Aye	Aye	Aye	Aye
New Business:												
Resolution 25-01 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Yes	Motion Yes	Second Yes	Yes	Yes	Yes
Resolution 25-02 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Yes	Yes	Yes	Second Yes	Motion Yes	Yes
Resolution 25-03 ROLL CALL	Absent	Second Yes	Absent	Yes	Absent	Absent	Yes	Motion Yes	Yes	Yes	Yes	Yes
Resolution 25-04 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Yes	Second Yes	Yes	Motion Yes	Yes	Yes
Resolution 25-05 ROLL CALL	Absent	Yes	Absent	Yes	Absent	Absent	Motion Yes	Second Yes	Yes	Yes	Yes	Yes
Resolution 25-06 ROLL CALL	Absent	Motion Yes	Absent	Yes	Absent	Absent	Yes	Yes	Second Yes	Yes	Yes	Yes
Old Business:												
Draft LOA: Roxbury Twp, Well 2/PFAS Treatment	-	-	-	-	-	-	-	-	-	-	-	-
Adjournment: 07:48 PM ALL IN FAVOR	Absent	Aye	Absent	Aye	Absent	Absent	Aye	Aye	Aye	Second Aye	Motion Aye	Aye

Vice Chairman Sylvester opened and closed the meeting to the public.

The "Regular" meeting minutes of December 19, 2024, were accepted on a motion offered by Mr. Still, seconded by Mr. Schwab, and the affirmative all-in favor vote of members present. All In Favor:

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

Comments:

- None

The Financial Reports for 2024 were accepted on a motion offered by Mr. Romano, seconded by Mr. Schindelar and the affirmative Roll Call vote of members present. Roll Call:

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

Comments:

- None

Financial Reports – 2024

10:49 AM

01/15/25

Accrual Basis

**Musconetcong Sewerage Authority
Budget vs. Actual Expenditure Report
January through December 2024**

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Net Position Utilized	0.00	126,593.00	-126,593.00	0.0%
Interest	77,631.73			
trustee passdown	4,562,560.61	4,715,000.00	-152,439.39	96.8%
Total Income	4,640,192.34	4,841,593.00	-201,400.66	95.8%
Gross Profit	4,640,192.34	4,841,593.00	-201,400.66	95.8%
Expense				
Personnel Services				
B-1 · Administrative-S&W	184,903.13	185,000.00	-96.87	99.9%
B-14 · Operating-S&W	642,597.70	668,000.00	-25,402.30	96.2%
Total Personnel Services	827,500.83	853,000.00	-25,499.17	97.0%
Employee Benefits				
B-9 · Pension	115,201.00	120,000.00	-4,799.00	96.0%
B-8 · Social Security	61,094.06	66,000.00	-4,905.94	92.6%
B-10 · Hosp				
Dental/Vision	8,357.78			
B-10 · Hosp - Other	233,436.67	230,000.00	3,436.67	101.5%
Total B-10 · Hosp	241,794.45	230,000.00	11,794.45	105.1%
B-11 · Disability Insurance	7,029.93	10,000.00	-2,970.07	70.3%
B-6 · Unemployment	6,597.59	7,000.00	-402.41	94.3%
Total Employee Benefits	431,717.03	433,000.00	-1,282.97	99.7%
Administration Expenses				
B-2 · Administrative-OE				
Influent Limit/PSS	256.25			
B-2 · Administrative-OE - Other	30,350.17	40,000.00	-9,649.83	75.9%
Total B-2 · Administrative-OE	30,606.42	40,000.00	-9,393.58	76.5%
Total Administration Expenses	30,606.42	40,000.00	-9,393.58	76.5%
Operations and Maintenance				
B-33 · IT & Cyber Security	21,730.47	27,000.00	-5,269.53	80.5%
B-3 · Legal	42,893.90	35,000.00	7,893.90	122.6%
B-4 · Audit	15,000.00	20,000.00	-5,000.00	75.0%
B-5 · Engineer	37,538.02	35,000.00	2,538.02	107.3%
B-15 · Telephone	15,311.19	15,000.00	311.19	102.1%
B-16 · Electric	430,960.62	550,000.00	-119,039.38	78.4%
B-17 · Fuel/Oil	11,351.97	15,000.00	-3,648.03	75.7%
B-18 · Supplies/Chemicals	179,561.26	225,000.00	-45,438.74	79.8%
B-27 · Laboratory Supplies	8,095.06	8,000.00	95.06	101.2%
B-13 · Office	18,555.06	30,000.00	-11,444.94	61.9%
B-31 · External Services	64,023.16	75,000.00	-10,976.84	85.4%
B-28 · Education/Training	19,238.82	18,000.00	1,238.82	106.9%
B-25 · Laboratory Fees	21,301.45	20,000.00	1,301.45	106.5%
B-19 · Maintenance/Repairs	159,668.55	200,000.00	-40,331.45	79.8%
B-20 · Insurance	167,071.00	145,000.00	22,071.00	115.2%
B-24 · NJDEP Fees	18,592.23	25,000.00	-6,407.77	74.4%
B-12 · Trustee Admin Fee	70,665.16	10,000.00	60,665.16	706.7%
B-23 · Permit Appl/Compliance F...	29,416.59	40,000.00	-10,583.41	73.5%
B-21 · Equipment	68,698.04	70,000.00	-1,301.96	98.1%
B-26 · Sludge Disposal	1,001,801.40	1,095,370.00	-93,568.60	91.5%
B-22 · Contingency	0.00	25,000.00	-25,000.00	0.0%
Total Operations and Maintenance	2,401,473.95	2,683,370.00	-281,896.05	89.5%
Debt Service				
Debt Svs - Principal Payment	139,621.83			

10:49 AM

01/15/25

Accrual Basis

Musconetcong Sewerage Authority Budget vs. Actual Expenditure Report January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Debt Svs - Interest Payment	147,604.14			
Debt Service - Other	0.00	357,223.00	-357,223.00	0.0%
Total Debt Service	287,225.97	357,223.00	-69,997.03	80.4%
Reserves				
B-32 · Reserve for Debt Service	0.00	75,000.00	-75,000.00	0.0%
B-29 · Capital Improvement	200,000.00	200,000.00	0.00	100.0%
B-30 · Renewal & Replacement	388,074.53	200,000.00	188,074.53	194.0%
Total Reserves	588,074.53	475,000.00	113,074.53	123.8%
Pension Reimbursement	-29,366.34			
Total Expense	4,537,232.39	4,841,593.00	-304,360.61	93.7%
Net Ordinary Income	102,959.95	0.00	102,959.95	100.0%
Other Income/Expense				
Other Income				
Workers Comp Wage Reimbursement	4,524.00			
Short Term Disability Reimburse	1,499.42			
Total Other Income	6,023.42			
Net Other Income	6,023.42			
Net Income	108,983.37	0.00	108,983.37	100.0%

11:46 AM
 01/14/25
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
CI 6556 · Capital Improvement TD - 6556	958,899.00
OA 8169 · Operating Acct TD - 8169	1,684,989.35
PR 3717 · Payroll Account TD - 3717	3,190.72
CI 5030 · *CLOSED* Capital Account - 5030	328,697.40
Es 3226 · Escrow Account TD Bank - 3226	10,203.94
RR 1360 · Renewal & Replacement TD -1360	551,588.47
Petty Cash	592.26
Total Checking/Savings	3,538,161.14
Accounts Receivable	
1200 · Accounts Receivable	-0.02
Total Accounts Receivable	-0.02
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	6,628,776.11
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	30,834,065.91
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,445.88
Total Accounts Payable	2,445.88
Other Current Liabilities	
NJIB Note Payable	11,444,686.00
Accrued Payroll Liabilities	
Garnishment	302.14
VALIC	-760.00
PERS - Contributions	206,899.93
PERS - Loans	163,878.10
PERS - Insurance	19,569.95
Union Dues	-879.91
Accrued Payroll Liabilities - Other	-48,448.76
Total Accrued Payroll Liabilities	340,561.45

11:46 AM
 01/14/25
 Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
 As of December 31, 2024

	Dec 31, 24
Escrow Deposits Payable	
Stonewald/Morris HH	-216.25
30 Continental Drive - J Sassan	2,511.25
Matrix Mount Olive	1,118.62
271 KH · 271 Kings Hwy - Adler WH	2,036.25
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	15,015.86
Due to Municipalities	-126,804.61
Compensated Absenses Payable	61,681.72
Accrued Interest Payable	58,090.70
Accounts Payable - Pension	-333,691.76
Accrued Liabilities	47,771.68
Total Other Current Liabilities	11,507,311.04
Total Current Liabilities	11,509,756.92
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	991,342.00
Total Def. Inflows of Resources	1,001,542.00
Total Long Term Liabilities	4,541,320.38
Total Liabilities	16,051,077.30
Equity	
Net Investment in Capital Asset	22,689,413.56
Restricted	
Current Debt Service	29,252.00
Future Retirement Reserve	50,000.00
B-29 Capital Improvements	
375 HR · Contract 375 Handrail/Railings	37,528.67
370 WQ · Contract 370 Water Quality	12,249.87
PS Controls 1-5	7,082.80
365 PPE · Contract 365 Plant Process Eval	9,488.94
360 · Contract 360 HVAC & Roofs	
360 BR · Contract 360 HVAC/Roofs - BR	6,279.11
360 Leg · Contract 360 HVAC/Roofs - Le...	6,125.97
360 IB · Contract 360 HVAC/Roofs-NJIBa...	19.74
360 PSS · Contract 360 HVAC Roofs PSS	135.32
Total 360 · Contract 360 HVAC & Roofs	12,560.14
Contract 295 - Tertiary Ttmt	
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 Ttmt	1,027.60
Contract 300 Influent Screening	
300 PSS · Contract 300 Infl Scr - PSS	1,267.77
300 Cop · Contract 300 Infl Scr - Coppola	304.05
300 - Misc (Permit, Legal)	825.02
Total Contract 300 Influent Screening	2,396.84

11:46 AM
01/14/25
Cash Basis

Musconetcong Sewerage Authority
Balance Sheet
As of December 31, 2024

	Dec 31, 24
350 · Contract 350 - PCSIU	241.25
325 · Contract 325 - SC 3&4	11,694.10
330 · Contract 330 GT 1	9,776.65
310 · Contract 310 Phase III Air Perm Telecommunications Project	1,460.92 4,760.00
305 · Contract 305 NJIB Application	48.82
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	-297,096.97
Total B-29 Capital Improvements	-62,793.31
B-30 Renewal and Replacement	
335 · Contract 335 - 19 Pumps	29,033.67
B-30 Renewal and Replacement - Other	510,231.95
Total B-30 Renewal and Replacement	539,265.62
Operations	50,000.00
Restricted - Other	50,000.00
Total Restricted	655,724.31
Unrestricted	
Designated	-107,978.00
Undesignated	835,952.10
Total Unrestricted	727,974.10
3000 · Opening Bal Equity	-7,578,426.57
32000 · Retained Earnings	-1,995,418.57
Net Income	283,721.78
Total Equity	14,782,988.61
TOTAL LIABILITIES & EQUITY	30,834,065.91

The **Pending Vouchers** for January 16, 2025, were approved for payment on a motion offered by Mr. Schindelar, seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call:

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

Comments:

- None

Musconetcong Sewerage Authority
Through January 16, 2025

	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
OPERATING:	American Wear	Uniform Service 12.17.24-12.	B-31 · External Servic	485.26
	American Wear	Uniform Service 01.07.25-01.	B-31 · External Servic	335.18
	Assoc. of Environmental Authoriti	2025 Annual Member Dues	B-2 · Administrative-1	5,017.00
	Barbato, Nicholas	2024 Dental Reimbursement	B-10 · Dental/Vision	721.80
	Bendpak	Invoice 826537-00	B-19 · Maintenance/I	1,550.00
	Business Machine Technologies	Invoice 2372151, 2372150, 2	B-33 · IT & Cyber Sec	1,249.84
	Business Machine Technologies	Invoice - 2372152 - 2025 Ann	B-33 · IT & Cyber Sec	3,360.00
	Business Machine Technologies	Invoice - 2372057 - Control R	B-21 · Equipment	46.42
	Fisher Scientific	Invoice 17513011	B-27 · Laboratory Suj	153.84
	Gannett New Jersey Newspapers	Invoice 0006849422 - SH25 E	B-2 · Administrative-1	84.53
	Garden State Laboratories, Inc	Invoice 00581975 - 11.07.24-	B-25 · Laboratory Fee	1,445.00
	Garden State Laboratories, Inc	Invoice 00583411 - 12.05.24-	B-25 · Laboratory Fee	1,085.00
	Grainger	Invoice # 9344778460	B-18 · Supplies/Cher	206.14
	Grainger	Invoice # 9352032321	B-18 · Supplies/Cher	95.04
	Gregory Pegel	2025 Dental Reimbursement	B-10 · Dental/Vision	461.00
	James Shilling - Custodian of Pett	Replenish 2024 Petty Cash	Petty Cash	90.75
	Jesse Szczubek	2024 Dental Reimbursement	B-10 · Dental/Vision	110.00
	Jilliam Martucci	2024 Dental, Mileage, Postag	B-10 · Dental/Vision,	111.21
	Lawson Products	Invoice 9312080091, 931207	B-19 · Maintenance/I	852.16
	Magnum Vac Service, LLC	Invoice 344	B-26 · Sludge Dispos	2,900.00
	Maraziti Falcon, LLP	Invoice 58491 - General Cour	B-3 · Legal	2,579.00
	Maraziti Falcon, LLP	Invoice 58492 - NJPDES - Peri	B-23 · Permit Appl/C	8,808.50
	Maraziti Falcon, LLP	Invoice 58493 - PFAS Compli:	B-23 · Permit Appl/C	748.00
	Netcong Hardware Co.	November/December 2024	B-18 · Supplies/Cher	134.48
	Niusene Oliveira Cleaning Comp	Invoice 2314 - December 202	B-31 · External Servic	400.00
	NJ Advance Media (Star Ledger)	Invoice # 2797344 -12.20.20;	B-2 · Administrative-1	242.40
	NJ Advance Media (Star Ledger)	Invoice # 2618748 -SL Ad 202	B-2 · Administrative-1	165.54
	NJ Utility Authorities JIF	Invoice # NJUA249-2025 - Fir:	B-20 · Insurance	86,677.00
	NJWEA	Invoice 3821 - J. Schilling Ass	B-28 · Education/Tra	55.00
	NJWEA	2025 Membership Dues (MSA	B-28 · Education/Tra	1,210.00
	Office Concepts Group	Invoice 1201122-0	B-13 · Office	1,631.64
	One Call Concepts, Inc.	Invoice 4125446	B-2 · Administrative-1	78.65
	PMZ Landscaping	Invoice # 20212	B-19 · Maintenance/I	1,400.00
	PS&S	Invoice # 173386 - General C:	B-5 · Engineer	5,160.00
	Pumping Service, Inc.	Invoice 1147821 Drive Motor	B-21 · Equipment	22,505.00
	Pumping Service, Inc.	Invoice 1148523 PS2 Control	B-19 · Maintenance/I	910.96
	R-D Trucking	Invoice 4897 - Sludge Hauling	B-26 · Sludge Dispos	47,887.00
	Reiner Pump Systems, Inc.	Invoice # KCP685SO-NJ	B-19 · Maintenance/I	140.00
	Reiner Pump Systems, Inc.	Invoice # KCP699NJ	B-21 · Equipment	22,979.00
	RingCentral	Invoice CD_000988265 - 12.1	B-15 · Telephone	313.24
	Schilling, James	2025 Dental & Mileage Reimb	B-10 · Dental/Vision,	1,151.30
	State Chemical Solutions	Invoice 903604853 - Custom:	B-18 · Supplies/Cher	1,304.47
	USALCO	Invoice 910143071	B-18 · Supplies/Cher	13,545.40
	Wielkotz & Company LLC	2023 Audit Billing	B-4 · Audit	5,000.00
			TOTAL:	245,386.75

	Name	Memo	Split	Amount
<u>CAPITAL</u>	Badger Roofing Company, Inc.	C360 Final Pay App	360 BR · Contract 36	40,277.08
<u>RECOVERY:</u>	Hawkins, Delafield & Wood	C360 NJIB Loan Closing	360 Leg · Contract 36	17,679.13
	One Water Consulting, LLC	Invoice 1927- Refined Nitrate	370 WQ · Contract 37	4,386.25
	PS&S	Invoice # 173387 - C375 HR - 375 HR	· Contract 37	1,932.50
	PS&S	Invoice # 173385 - PPE - throt	365 PPE · Contract 3	<u>1,236.25</u>
			TOTAL:	65,511.21
<u>PAYROLL:</u>	MSA Payroll	Processing 12.20.2024	B-1, B-14	33,051.14
	MSA Payroll	Processing 12.27.2024	B-1, B-14	41,266.65
	MSA Payroll	Processing 01.17.2025	B-1, B-14	<u>37,677.89</u>
			TOTAL:	111,995.68
<u>RENEWAL & REPLACEMENT:</u>			TOTAL:	0.00
<u>ESCROW:</u>			TOTAL:	0.00
<u>ONLINE PYMTS</u>	Altice	Payment ID: 957382517	B-15 · Telephone	315.00
<u>MANUAL CHECKS:</u>	American Water	Confirmation # 1712959023	B-31 · External Servic	1,059.91
	Direct Energy	Confirmation # 2974214, 297	B-16 · Electric	36,116.07
	First Energy/JCP&L	Confirmation # 5948112	B-16 · Electric	1,410.09
	First Energy/JCP&L	Confirmation # 111585011	B-16 · Electric	12,853.03
	Local 32	12/2024 Union Dues	Accrued Payroll Liab	312.00
	Lowe's	Reference No. 2955865181	B-19 · Maintenance/l	466.23
	NJ Division of Pensions & Benefits	Reference Number: 3527038	Accounts Payable - F	6,012.84
	NJ Division of Pensions & Benefits	Reference Number: 3527094	Accounts Payable - F	7,489.22
	NJSHBP	Reference Number: 0022044	B-10 · Hosp	27,374.16
	PVSC	Confirmation # 20019241194	B-26 · Sludge Dispos	35,573.20
	Primepoint	Invoice 644716 - 12.20.24	B-31 · External Servic	31.88
	Primepoint	Invoice 646915 - 01.03.25	B-31 · External Servic	46.63
	Primepoint	Invoice 649630 - 01.17.25	B-31 · External Servic	36.00
	Shell/WEX Fleet	Confirmation # 81690115202	B-17 · Fuel/Oil	287.64
	VALIC	Confirmation 380383	Accrued Payroll Liab	235.00
	VALIC	Confirmation 383899	Accrued Payroll Liab	235.00
	UNUM	Billing Number 0590889-001	B-11 · Disability Insu	1,517.89
	Verizon	Transaction ID 3653035673	B-15 · Telephone	<u>250.07</u>
			TOTAL:	131,621.86

The following **correspondence** for December 2024-January 2025 was received and filed on a motion offered by Mr. Still, seconded by Mr. Riccardi and the affirmative all in favor vote of members present. All In Favor:

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

Comments:

- The Board discussed Correspondence: C about the progress. Mr. Wancho, PE, advised that they are probably 10 years out on the project and understand the upgrades involved. Mr. Schilling confirmed to Mr. Schwab that we do have Escrow in place to cover the current bills.

- **Correspondence:**

- A. NJIB: Construction Loan Accrued Interest Monthly Statement, Statement Date: 11.30.2024
- B. NJIB: Construction Loan Accrued Interest Monthly Statement, Statement Date: 12.31.2024
- C. Jefferson Township Sewer Project

Monthly Reports:

The Director's Report, Maintenance & Repairs Report for January 2025, and Flow Data for December 2024 were accepted on a motion offered by Mr. Schwab and seconded by Mr. Schindelar and the affirmative all-in favor vote of members. All In Favor:

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

Director's Report, Maintenance & Repairs Report, Flow Data Comments:

- Mr. Schilling advised The Board that Primary Clarifier #2 is back online.
- Vice Chairman Sylvester advised The Board that Commissioner Bradley resigned as Mount Olive Representative

The Office Manager's Report for January 2025 was accepted on a motion offered by Mr. Schwab and seconded by Mr. McNeilly and the affirmative all-in favor vote of members present. All In Favor:

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

Office Manager's Report Comments:

- Ms. Martucci advised The Board of the following.
 - RSVP for Frank Miller dinner in March.
 - Amazon Business Government account is set up for purchasing as of today (01.23.2025)
 - We would like to discuss with the Finance Committee the opening of an expense account to pay all operating expenses from and link ACH payments to limit our exposure to bank fraud.

The Engineer's Report for January 2025 was accepted on a motion offered by Mr. Schindelar and seconded by Mr. Riccardi and the affirmative all-in favor vote of members present. All In Favor:

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

Engineer's Report Comments:

- Mr. Wancho advised The Board following up on noise in the lab related to Contract 360, they have reached out to the manufacturer.

New Business:

Resolution No. 25-01 was offered on a motion by Mr. Romano, seconded by Mr. Schindelar and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- Commissioner Cangiano confirmed the overall budget figure.

Resolution No. 25-02 was offered on a motion by Mr. Still seconded by Mr. Schwab and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

Resolution No. 25-03 was offered on a motion by Mr. Romano, seconded by Mr. Cangiano and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- Commissioner Schwab advised The Board that this is an annual requirement through the DCA.

Resolution No. 25-04 was offered on a motion by Mr. Schwab seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- Commissioner Schwab advised The Board that this is an annual requirement through the DCA.

Resolution No. 25-05 was offered on a motion by Mr. Riccardi seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

Resolution No. 25-06 was offered on a motion by Mr. Cangiano seconded by Mr. Romano and the affirmative Roll Call vote of members present. Roll Call Vote:

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

Comments:

- None

New Business Continued:

- There was discussion among The Board surrounding Commissioner Bradley's formal resignation.

Old Business:

- Draft LOA: Township of Roxbury Well No. 2 PFAS Water Treatment Facility Discharge to MSA
- The Board agreed to table the matter until Commissioner Michetti is present.

Adjournment:

Motion made by Mr. Still, seconded by Mr. Schwab and the all-in favor Vote of members present, Vice Chairman Sylvester adjourned the meeting at 08:35 pm. All in Favor:

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

Respectfully Submitted:
Jilliam Martucci – Office Manager

RESOLUTION 25-01

2025 ADOPTED BUDGET RESOLUTION

Musconetcong Sewerage Authority

FISCAL YEAR: January 01, 2025 to December 31, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Musconetcong Sewerage Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented for adoption before the governing body of the Musconetcong Sewerage Authority at its open public meeting of January 23, 2025; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$4,558,080.00, Total Appropriations, including any Accumulated Deficit, if any, of \$5,281,202.00, and Total Unrestricted Net Position at End of \$233,202.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$428,000.00 and Total Unrestricted Net Position at End of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Musconetcong Sewerage Authority at an open public meeting held on January 23, 2025 that the Annual Budget and Capital Budget/Program of the Musconetcong Sewerage Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 is hereby adopted and shall constitute the basis for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

(Secretary's Signature) 1-23-2025
(Date)

Governing Body Recorded Vote				
Member	Aye	Nay	Abstain	Absent
Dewley				✓
Caroline	✓			
Grogan				✓
McNelly	✓			
Mishler				✓
Parsons				✓
Stewart	✓			
Stevens	✓			
Schneider	✓			
DeWahl	✓			
Call	✓			
Dyrenke	✓			



RESOLUTION 25-02

RESOLUTION AUTHORIZING ADDITIONAL WORK AND AMENDMENT TO PROFESSIONAL SERVICES CONTRACT WITH PS&S RELEVANT TO CONTRACT 360 – HVAC ROOF REPLACEMENT PROJECT

WHEREAS, the Musconetcong Sewerage Authority (“MSA”) adopted Resolution 22-30, on April 28, 2022, authorizing the execution of a contract with Paulus, Sokolowski & Sartor, LLC, (“PS&S”) whose business address is located at 3 Mountain Road, P.O. Box 4039, Warren, New Jersey, 07059, for the provision of Architectural and Engineering Services regarding the MSA Building Roofs and Service Building HVAC Replacement Project, MSA Contract 360 (the “Project”), in an amount not to exceed \$230,000.00. Thereafter, MSA adopted Resolution 24-26 adopted on April 25, 2024, authorizing the execution of an amendment to said contract in an amount not to exceed \$59,184.00, without prior authorization. Additionally, MSA adopted Resolution 24-41 on August 22, 2024 authorizing PS&S to undertake additional services in an amount not to exceed \$10,850.00 without prior authorization, for a new total contract not to exceed amount of \$300,334.00; and

WHEREAS, MSA has identified a need for additional work associated with the closeout of the Project and additional IBank services and has received a proposal from James R. Wancho, P.E., PS&S, dated January 14, 2025, entitled “MSA Contract 360 – HVAC / Roof Replacement Project Additional Professional Services Proposal” for the performance of additional professional engineering services, as set forth therein, in an amount not to exceed \$4,120.00 without further Board authorization, for a new total contract not to exceed amount of \$304,454.00; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) authorizes contracts for the provision of “Professional Services,” which may be awarded without public advertising and competitive bidding, provided a notice is published in the official newspaper stating the nature, duration, service and amount of contract, and that the Resolution and contract are available for public inspection at the offices of the MSA.

WHEREAS funds are available for these purposes at line-item B-29, Capital.

NOW, THEREFORE, BE IT RESOLVED by the Musconetcong Sewerage Authority as follows:

1. The Chairperson, or the Executive Director, of the Musconetcong Sewerage Authority is hereby authorized and directed to execute an amendment to the existing contract for Professional Architectural and Engineering Services for the MSA Building Roofs and Service Building Replacement Project, with the firm of Paulus, Sokolowski & Sartor, LLC, having an office at 3 Mountain Road, P.O. Box 4039, Warren, New Jersey, in accordance with the proposal for additional professional services dated January 14, 2025, attached hereto and made a part of, in an amount not to exceed \$4,120.00 without prior authorization, for a new total

contract amount for professional engineering services relevant to MSA Contract 360 of \$304,454.00, and conditioned upon the submission by PS&S of copies of its New Jersey Business Registration Certificate and Business Entity Disclosure Certification, insurance and any and all documents required by law or as may be required by MSA.

2. This contract is awarded without competitive bidding as a "Professional Service" pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5 and the contract for said services will not allow political contributions pursuant to the applicable provisions of N.J.S.A. 19:44A-20 et seq.
3. A notice of contract award shall be published in the official newspaper, stating the nature, duration, service and amount of the contract, and that the Resolution and contract are on file and available for public inspection at the MSA.
4. This Resolution shall take effect as provided by law.

Certification of Funds

I, James Schilling, Executive Director, do hereby certify that sufficient funds are available in the 2024 budget line-item B-29, Capital.

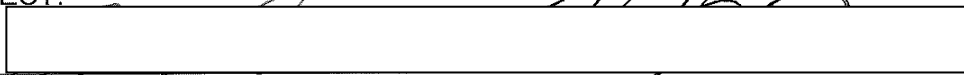
/s/ James Schilling
Executive Director
Musconetcong Sewerage Authority
Dated: January 23, 2025

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Musconetcong Sewerage Authority at its regular meeting held on January 23, 2025.

Musconetcong Sewerage Authority

ATTEST:



Joseph Schwab, Secretary-Treasurer

~~Steven Rattler, Chairman~~

John Sylvester, Vice Chairman

Dated: January 23, 2025

RESOLUTION NO. 25-03

Resolution to Amend the 2024 Operating Budget

WHEREAS, the Musconetcong Sewerage Authority's annual budget for the fiscal year ending December 31, 2024 was adopted on December 21, 2023; and

WHEREAS, it is desirous and necessary to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated during the fiscal year; and

WHEREAS, N.J.A.C. 5:31-2.8, Local Authorities Budget Law permits the governing body by resolution adopted by not less than a majority vote of the full membership thereof, transfer the amount of excess to those appropriations deemed to be insufficient;

NOW THEREFORE BE IT RESOLVED that the Board of the Musconetcong Sewerage Authority hereby authorizes the following appropriation transfers affecting the fiscal year 2024 be approved:

		Transfer From:	Transfer To:
Administration - Other: Other Expenses	B-2	\$ 9,000.00	
Cost of Providing Services - Fringe Benefits: Social Security	B-8	\$ 4,000.00	
Cost of Providing Services - Fringe Benefits: Pension	B-9	\$ 4,000.00	
Cost of Providing Services - Fringe Benefits: Dis. Insurance	B-11	\$ 2,000.00	
Cost of Providing Services - Other: Office	B-13	\$ 8,000.00	
Cost of Providing Services - Salary & Wages	B-14	\$ 25,000.00	
Cost of Providing Services - Other: Electric	B-16	\$ 100,000.00	
Cost of Providing Services - Other: Supplies/Chemicals	B-18	\$ 20,000.00	
Cost of Providing Services - Other: Contingency	B-22	\$ 25,000.00	
Cost of Providing Services - Other: Permit/Compliance Fees	B-23	\$ 5,000.00	
Cost of Providing Services - Other: Sludge Disposal	B-26	\$ 90,000.00	
Cost of Providing Services - Other: External Services	B-31	\$ 5,000.00	
Cost of Providing Services - Other: IT & Cyber Security	B-33	\$ 4,000.00	
Principal Payments on Debt Service		\$ 50,000.00	
Cost of Providing Services - Other: Legal	B-3		\$ 10,000.00
Cost of Providing Services - Other: Engineer	B-5		\$ 5,000.00
Cost of Providing Services - Fringe Benefits: Hospitalization	B-10		\$ 15,000.00
Cost of Providing Services - Other: Trustee Fees	B-12		\$ 62,000.00
Cost of Providing Services - Other: Telephone	B-15		\$ 2,000.00
Cost of Providing Services - Other: Insurance	B-20		\$ 25,000.00
Cost of Providing Services - Other: Laboratory Fees	B-25		\$ 5,000.00
Cost of Providing Services - Other: Education/Training	B-28		\$ 3,000.00
Other Reserves: Reserve for Debt Service	B-32		\$ 225,000.00
		<u>\$ 352,000.00</u>	<u>\$ 352,000.00</u>

BE IT FURTHER RESOLVED that two certified copies of this complete amendment and resolution be filed forthwith to the Director of the Division of Local Government Services for his certification of the Authority Budget so amended.

MUSCONETCONG SEWERAGE AUTHORITY

 Steven Rattner, Chairman
 John Sylvester, Vice Chairman

Joseph Schwab, Secretary-Treasurer
 Dated: January 23, 2025

Governing Body	Recorded Vote			
	Agree	Not	Abstain	Absent
Bradley				✓
Cariglano	✓			
Grogan				✓
Muchilly	✓			
Michelli				✓
Riccardi	✓			
Rattner				✓
Romano	✓			
Schindler	✓			
Schwab	✓			
Sull	✓			
Sylvester	✓			

RESOLUTION NO. 25-04

Resolution to Amend the 2024 Capital Budget

WHEREAS, the Musconetcong Sewerage Authority's capital budget for the fiscal year ending December 31, 2024 was adopted on December 21, 2023; and

WHEREAS, N.J.A.C. 5:31-2.8, Local Authorities Budget Law provides that all amendments to the capital budget shall be approved and adopted by resolution of the Authority, passed by not less than a majority vote of the full membership.

WHEREAS, an amendment to the 2024 capital budget is required to replace aerators and perform repair work on the Authority's pump stations, disk filter rigging and various capital projects.

NOW THEREFORE BE IT RESOLVED that the following amendments be made to the 2024 budget of the Musconetcong Sewerage Authority for its year ending December 31, 2024:

	From:	To:
Funding Source:		
Renewal & Replacement Reserve	\$ 85,000.00	\$ 35,000.00
Debt Authorization	\$ 325,000.00	\$ 75,000.00
Other Sources: Capital Improvement Reserve	\$ 175,000.00	\$ 440,000.00
	<u>\$ 585,000.00</u>	<u>\$ 550,000.00</u>
Annual Budget Appropriation:		
VFD Replacement Project	\$ 25,000.00	\$ -
Aerator Replacement	\$ -	\$ 75,000.00
Pump Station(s) Renewals	\$ 50,000.00	\$ 375,000.00
Demolition of Old Service Building	\$ 325,000.00	\$ -
New Trucks (2)	\$ 60,000.00	\$ -
OCTV Inspection and Cleaning Collection	\$ 125,000.00	\$ -
Disk Filter Rigging		\$ 35,000.00
One Water Consulting		\$ 65,000.00
	<u>\$ 585,000.00</u>	<u>\$ 550,000.00</u>

BE IT FURTHER RESOLVED that two certified copies of this complete amendment and resolution be filed forthwith to the Director of the Division of Local Government Services for his certification of the Authority Budget so amended.

MUSCONETCONG SEWERAGE AUTHORITY

Joseph Schwab, Secretary-Treasurer

Dated: January 23, 2025

~~Steven Rattiner, Chairman~~
John Sylvester, Vice Chairman

Governing Body

Recorded Vote

Member:	Yes	No	Abstain	Absent
Bradley				✓
Cangiano	✓			
Grogan				✓
McNelly	✓			
Michetti				✓
Ricardi	✓			
Rattiner				✓
Romano	✓			
Schindler	✓			
Schwab	✓			
Stil	✓			
Sylvester	✓			

RESOLUTION 25-05

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
SLUDGE HAULING SERVICES**

WHEREAS, the Musconetcong Sewerage Authority (“MSA” or “Authority”) desires to enter into a contract for the provision of sludge hauling services to transport residual resulting from the wastewater treatment process off-site for ultimate disposal; and

WHEREAS, the Authority advertised for the receipt of bids to supply Sludge Hauling Services to the Authority, according to bid specifications, returnable on January 16, 2025, for a two-year period commencing on February 15, 2025 and ending on February 14, 2027, with the option for a third year; and

WHEREAS, the Authority received six sealed bids on January 16, 2025, in response to its advertisement for the receipt of bids; and

WHEREAS, the bid price for the bids received on January 16, 2025 are as follows:

Bidder	Bid Price per Thousand Pounds		
	<u>Year 1</u>	<u>Year 2</u>	<u>Year 1 & 2</u>
Russel Reid	\$71.90	\$74.10	\$73.00
R&D Trucking	\$69.00	\$70.00	\$71.00
Waste Management	\$65.90	\$67.90	\$67.90
Coppola Services	\$65.00	\$67.00	\$66.00
Wind River Environmental	\$89.70	\$92.39	\$89.70
Spectraserv	\$69.00	\$71.00	\$75.00

WHEREAS, the bid submitted by Coppola Services does not contain any material defects and is the lowest responsible bidder in accordance with the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, funds are available therefor at line-item B-26.

NOW, THEREFORE, BE IT RESOLVED by the Musconetcong Sewerage Authority (“Authority”) on this 23rd day of January 2025, as follows:

1. All immaterial defects or discrepancies that are inconsequential and do not promote “favoritism” contained in the bid submission of Coppola Services, if any, are waived and the Authority hereby awards a contract for Sludge Hauling Services to Coppola Services, Inc., 28 Executive Parkway, Ringwood, New Jersey 07456, as the lowest responsible bidder in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and in accordance with the bid specifications and the bid proposal which is on file in the offices of Authority in the amount of: \$66.00 per 1000gallons for the period between February 15, 2025 and February 14, 2027.
2. The Executive Director is authorized to execute the contract upon receipt of the signed contract from Coppola Services, Inc. The term of the agreement shall commence immediately upon the execution of an agreement between the successful Bidder and the Authority and shall continue in full force and effect for a period of 24-months with an option, exercisable within MSA’s sole discretion, to extend the contract for an additional 12-month period. Multi-year contracts shall be subject to the availability and appropriation annually of sufficient funds as may be required to meet the extended obligation.
3. A copy of the Resolution and Agreement shall be kept available for public inspection at the MSA office at the Administration Building, 110 Continental Drive North, Budd Lake, New Jersey.
4. All bid security, except the security for the three apparent lowest bidders, shall be returned within 10 days after the opening of the bids, Sundays and holidays excepted. Within 3 days, Sundays and holidays excepted, after the awarding and execution of the contract, the bid security of the remaining unsuccessful bidders shall be returned.
5. The Authority’s staff and consultants are hereby authorized and directed to take all other actions necessary or desirable to effectuate the terms and conditions of this Resolution.
6. This Resolution shall take effect immediately.

Certification of Funds

I, James Schilling, Executive Director, do hereby certify that sufficient funds are available in the 2024 budget from the line-item B-26 Sludge Disposal. A separate certification of funds will be provided upon final adoption of the 2025 budget for the services to be provided in this Resolution in the amounts not to exceed as stated herein.

/s/ James Schilling

Executive Director

Musconetcong Sewerage Authority

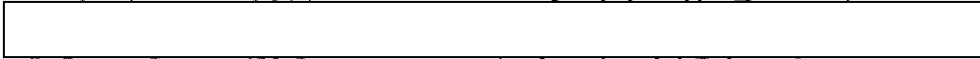
Dated: January 21, 2025

CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Musconetcong Sewerage Authority at its regular meeting held on January 23, 2025.

Musconetcong Sewerage Authority

ATTEST:

A rectangular box with a black border, used to redact a signature. It is positioned above the names of Joseph Schwab and Steven Rattner.

Joseph Schwab, Secretary-Treasurer

~~Steven Rattner, Chairman~~

John Sylvester, Vice Chairman

Dated: January 23, 2025

RESOLUTION 25-06

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR, IN HIS ABSENCE, AUTHORITY COUNSEL, JOHN NAPOLITANO, ESQ., TO AWARD A CONTRACT AND/OR REJECT BIDS IN RESPONSE TO THE REQUEST FOR BIDS FOR ELECTRIC GENERATION SERVICE ISSUED ON BEHALF OF THE NEW JERSEY SEWERAGE AND MUNICIPAL UTILITY AUTHORITY ELECTRICAL SUPPLY AGGREGATION

WHEREAS, the Musconetcong Sewerage Authority (“Authority”) has participated in the formation and implementation of the New Jersey Sewerage and Municipal Utility Authority Electrical Supply Aggregation (“NJSMUAESA”), which is a consortium of New Jersey Sewerage and Municipal Utility Authorities formed for the purpose of soliciting and securing bids on an aggregated basis for electric generation service from licensed electric power suppliers pursuant to the provisions of the “Electric Discount and Energy Competition Act” (P.L. 1999, c.23, N.J.S.A. 48:3-49 *et. seq.*, “the Act”), and thereby and thereby enjoying the benefits of joint purchasing and bulk power purchasing discounts; and

WHEREAS, the existing electric power supply contract(s) for the Authority’s electric accounts, awarded and entered as a result of a bid conducted by the NJSMUAESA in March 2023 will expire upon the meter read dates in November 2024 and May 2025 for each Authority electric account; and

WHEREAS, the Authority desires to continue its purchase of electric generation service for its electric accounts as a participant in the NJSMUAESA to derive the benefits of bulk purchasing discounts; and

WHEREAS, the NJSMUAESA intends to issue a Request for Bids (“RFB”) on or about January 22, 2025 for the purpose of seeking bids for electric generation service from licensed electric power suppliers to replace the current supply contract(s) scheduled to expire in November 2024 and May 2025; and

WHEREAS, as a participant in the NJSMUAESA the Authority requires the services of an “Energy Agent,” as defined in the “Electric Discount and Energy Competition Act,” to administer the bid process and arrange for the sale of retail electric generation service by a licensed retail electric power supplier to the Authority; and

WHEREAS, by Resolution 24-40, adopted August 22, 2024, the Authority approved the retention of Gabel Associates, Inc. as the Authority’s Energy Agent in connection with the procurement of electricity supply for the Authority’s electric accounts; and

WHEREAS, the Energy Agent shall provide the Authority with services, including but not limited to, analyzing the Authority’s energy needs, quantifying the Authority’s load profile, developing an energy plan for the Authority, preparing bid specifications and, upon approval of the bid specifications, bidding a contract for the supply of electric generation service to the Authority; and

WHEREAS, the Energy Agent shall not receive and monetary compensation directly from the Authority for the services to be provided; and

WHEREAS, the Authority and the Energy Agent agree that the electricity supply contract(s) (“ESC”) between the Authority and the awarded supplier(s) shall provide that the awarded supplier pay the Energy

Agent a monthly administrative fee for each account served at a rate of \$.0005 per kilowatt-hour for all months of the ESC; and

WHEREAS, it is the NJSMUAESA’s intent to receive bid price submittals on or about February 25, 2025 in response to the RFB to be issued on or about January 22, 2025; and

WHEREAS, due to the fact that the electricity market is highly volatile and bid prices will not be guaranteed past 3:00 p.m. on the day that bids are accepted, the award or rejection of bid(s) must be made on the Authority’s behalf by its designated representative by no later than 3:00 p.m. on bid day.

NOW, THEREFORE, BE IT RESOLVED that the Musconetcong Sewerage Authority (“Authority”) is hereby authorized to participate with the NJSMUAESA for the purpose of securing bids for electric generation service from licensed electric power suppliers for a contract to replace the existing electricity supply contract(s) expiring in November 2024 and May 2025, pursuant to the “Electric Discount and Energy Competition Act” (P.L. 1999, c.23, N.J.S.A. 48:3-49 *et. seq.*, “the Act”), Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.*, and applicable regulations.

BE IT FURTHER RESOLVED that the Authority’s Executive Director, or in his/her absence the Authority Counsel, John Napolitano, Esq., is hereby authorized to act in his sole discretion as the Authority’s designated representative to award a contract for the applicable Bid Group(s) to the low, qualified bidder for the contract term and pricing product deemed most beneficial to the Authority, by executing an Award Letter on the day of bid receipt and subsequently executing the Model Supply Contract, or reject an electricity bid, in conjunction with the NJSMUAESA Request for Bids to be issued on or about January 22, 2025. Such authorization to award a contract to the low bidder as the Authority’s designated representative is subject to the low bid being equal to or less than the Trigger Price(s) to be established for the applicable Bid Group(s) containing the Authority’s accounts prior to the date of receipt of bids by the NJSMUAESA, under the advisement of the Energy Agent.

BE IT FURTHER RESOLVED that, notwithstanding the foregoing, the Authority’s Executive Director or in his absence the Authority Counsel, John Napolitano, Esq., may reject any bid, including, if necessary, all bids (and not award a contract), and if desirable, to authorize the NJSMUAESA to rebid the contract, provided that such rejection is in accordance with the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et. seq.*

Certification of Funds

I, James Schilling, Executive Director, do hereby certify that sufficient funds are available in the 2025 budget line-item B-16 Electric.

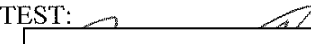
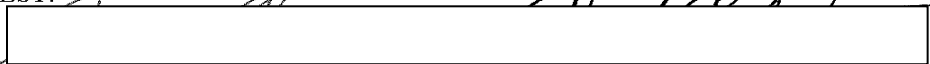
/s/ James Schilling
Executive Director
Musconetcong Sewerage Authority
Dated: January 23, 2025


CERTIFICATION

I hereby certify that the foregoing Resolution was adopted by the Musconetcong Sewerage Authority at its regular meeting held on January 23, 2025.

Musconetcong Sewerage Authority

ATTEST:



Joseph Schwab, Secretary-Treasurer


~~Steven Rattner, Chairman~~

John Sylvester, Vice Chairman

Dated: January 23, 2025