

2

Susan Gouveia

From: Lashway, Lisa
Sent: Friday, May 23, 2014 4:20 PM
To: Canning, Sean
Cc: Susan Gouveia
Subject: Correspondence - FW: MSA April 24th Approved Meeting Minutes
Attachments: April 24, 2014 approved meeting minutes.pdf

See attached.

Michelle Masser
Deputy Clerk

973-691-0900 Ext. 7291
FAX 973-691-2080
PO Box 450
Budd Lake, NJ 07828

From: Susan Grebe [mailto:sgrebe@msa-nj.org]
Sent: Friday, May 23, 2014 12:25 PM
To: Amy Rhead; 'Catherine Gleason'; Dolores Dalessandro; Doris Flynn; Ellen Horak; Linda DeSantis; Lashway, Lisa
Subject: MSA April 24th Approved Meeting Minutes

Attached are the approved minutes of the MSA April 24th meeting.

Have a Happy Memorial Day!

*Susan Grebe,
Administrative Assistant
Musconetcong Sewerage Authority
110 Continental Drive, Budd Lake, NJ 07828
973-347-1525 ext. 201*

REGULAR MEETING OF THE MUSCONETCONG SEWERAGE AUTHORITY

Vice Chairman Sylvester called the meeting to order at 7:31 PM. Following salute to colors, announcement was made that adequate notice of this meeting had been provided for as defined by the "Open Public Meetings Act".

MEMBERS PRESENT: Donald Bates, James Benson, Michael Grogan, John Keiser, Brian McNeilly, Melanie Michetti (arrived 7:34 PM), Daren Phil, Michael Pucilowski, Edward Schwartz, John Sylvester

MEMBERS ABSENT: Steven Rattner, Joseph Schwab

OTHERS PRESENT: Patrick Dwyer, Esq., Lee Purcell, PE, Fenton Purcell, PE, Marvin Joss, Stephen Donati, PE

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

The Regular Meeting minutes of March 27, 2014 were approved on a motion offered by Mr. McNeilly, seconded by Mr. Schwartz. Roll Call:

Mr. Bates	Yes	Mr. Phil	Abstained
Mr. Grogan	Yes	Mr. Pucilowski	Yes
Mr. Keiser	Yes	Mr. Schwartz	Yes
Mr. McNeilly	Yes	Mr. Sylvester	Yes

Mrs. Michetti entered the meeting at 7:34 PM.

The Expenditures/Treasurer's Report for the month of March was accepted on a motion offered by Mr. Pucilowski seconded by Mr. Bates and the affirmative roll call vote of members present.

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

ADP	\$613.50
Scott Allen (NJWEA conf)	\$316.00
AmeriGas	\$3,032.47
Bally's Atlantic City (NJWEA conf)	\$2,816.00
Nick Barbato (mileage reimb)	\$34.84
Don Bates (NJWEA conf)	\$444.00
Blue Diamond Disposal	\$265.00
Cintas Corp.	\$467.68
Cintas First Aid	\$90.39
Culligan	\$120.00
Daily Record	\$17.68
Deli Delicious	\$325.00
Environmental Resource Associates	\$522.20
Finch Fuel Oil	\$3,486.02
Fisher Scientific	\$382.73
Grainger	\$1,076.25
Susan Grebe (mileage reimb)	\$32.13
Mike Grogan (NJWEA conf)	\$316.00
JCP&L	\$6,711.05
Kemira	\$4,669.14
LTPA	\$6,695.00
Lowe's	\$29.48
McMaster Carr	\$60.78
Brian McNeilly (NJWEA conf)	\$316.00
NJSHBP	\$15,807.64
NJ American Water	\$1,693.79
NJ Utilities JIF	\$54,202.78
NJWEA	\$3,762.00
Najarian Associates	\$1,962.50
Nusbaum Stein	\$2,866.60
One Call	\$15.30
PPL Energy	\$25,281.22
Parkhurst Distributing	\$3,350.90
Pan Metro	\$500.00
Daren Phil	\$444.00

Polydyne	\$2,052.00
Mike Pucilowski (NJWEA conf)	\$316.00
QC Labs	\$801.00
Steve Rattner (NJWEA conf)	\$572.00
James Schilling (mileage & tolls reimb, NJWEA conf)	\$504.60
Joe Schwab (NJWEA conf)	\$444.00
Shell Fleet Plus	\$521.25
Spectraserve	\$18,915.00
Staples	\$679.99
David Stracco (dental reimb)	\$170.00
USA Bluebook	\$1,245.39
Verizon	\$670.29
Verizon Communications	\$50.74
Verizon Wireless	\$225.32
VEF	\$133.00

Mrs. Michetti explained about the correspondence regarding the 2013 unmetered flow adjustments for Roxbury and Mount Arlington. She said that it is a standard procedure and helps the auditor with the adjustments for both municipalities.

The following correspondence for the month of April was received and filed on a motion offered by Mr. McNeilly, seconded by Mrs. Michetti and the affirmative vote of members present.

- A. 3/25/14 Melanie Michetti, PE – 2013 Unmetered Flow Adjustments Roxbury Twp. & Mount Arlington Borough
- B. 4/14/14 Steven Dalton, Esq. – To EPA for Villages at Roxbury Waiver Request

Vice Chairman Sylvester noted that Mr. Schilling was not present at the meeting due to illness.

The Director's Report, and Repairs and Maintenance Report, were accepted on a motion offered by Mr. Schwartz, seconded by Mr. Pucilowski and the affirmative vote of members present.

Mr. Purcell reported on a detail that LTPA had prepared of a connection to the MSA's 42 inch diameter interceptor in the Port Morris section of Roxbury for a possible 4 lot subdivision. He advised the commissioners that the municipalities should advise their planning boards that anyone who wants to connect directly to the MSA's interceptor is required to discuss the request with the Authority.

Mr. Purcell also reported on a conference call held with the USEPA regarding the Villages at Roxbury development. LTPA reviewed its files that go back to 1999 for the project. He discussed a past wetlands problem with the project. The USEPA said they would accept a signage program by the developer as long as the developer provides the USEPA with a plan that shows where the signs would be located and what they would say. If the developer complies with the request the USEPA will issue the mapping revision waiver being requested. Mrs. Michetti noted that the Roxbury Planning Board may have issues with the signage being required.

Mr. Purcell also reported that LTPA is available to assist the MSA in developing an Asset Management Plan.

Mr. Phil asked about the escrow to cover the charges for the conference call regarding the Villages at Roxbury. Mr. Purcell explained about his fees for the conference call and the work involved preparing for the conference call. The Administrator noted that no additional escrow was requested from the developer in accordance with discussion at the March meeting.

The Engineer's Report was accepted on a motion offered by Mrs. Michetti, seconded by Mr. Schwartz and the affirmative vote of members present.

Resolution #14-14 to authorize payment of certain bills was tabled for next month's meeting.

Mr. Joss and Mr. Donati left the meeting at 7:42 PM.

Motion made by Mr. Grogan, seconded by Mr. Schwartz and the affirmative roll call vote of members present for the commissioners to go into closed session at 7:43 PM:

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9) permits the exclusion of the public from meeting in certain circumstances;

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority is of the opinion that such circumstances exist.

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

1. The public shall be excluded from discussion of, action on and hearing the tape of closed session of the Musconetcong Sewerage Authority;
2. The general nature of the subject matter to be discussed is as follows: Litigation

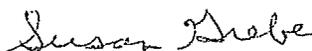
The above subject matter will be made public as soon therefore as it is deemed to be in the public interest.

Motion to reopen the meeting to the public at 7:46 PM was offered by Mr. McNeilly, seconded by Mr. Grogan and the affirmative vote of members present.

Mr. Pucilowski asked if the MSA Policy and Procedures Manual was updated and if the MSA Attorney had reviewed it. Mr. McNeilly asked if the certification was sent to MEL JIF. Mr. Dwyer said he had reviewed and signed it, and returned it to Mr. Schilling for submission. Mr. McNeilly noted that it has to be received no later than May 1st. The Administrator said she would follow-up with Mr. Schilling to make sure it was sent out.

Motion made by Mrs. Michetti, seconded by Mr. Keiser and the affirmative roll call vote of members present, Vice Chairman Sylvester adjourned the meeting at 7:51 PM.

Respectfully Submitted:



Susan Grebe,
Administrative Assistant