Susan Gouveia

From: Lashway, Lisa
Sent: Friday, July 26, 2013 12:17 PM
To: Canning, Sean; Susan Gouveia; Quinn, Tim; Maniscalco, Sherry
Subject: FW: MSA Approve Meeting Minutes
Attachments: MSA June 27, 2013 approved meeting minutes.pdf

Lisa Lashway
Mt. Olive Twp. 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, July 26, 2013 12:05 PM
To: Amy Rhead; 'Catherine Gleason'; Dolores Dalessandro; Doris Flynn; Ellen Horak; Linda DeSantis; Lashway, Lisa
Subject: MSA Approve Meeting Minutes

Attached please find the approved minutes for the MSA meeting held on June 27, 2013.

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

Chairman Rattner called the meeting to order at 7:33 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:	David Hoyt, Michael Grogan, John Keiser, Melanie Michetti, Michael Pucilowski, Steven Rattner, Joseph Schwab, Edward Schwartz, John Sylvester
MEMBERS ABSENT:	Donald Bates, James Benson, Daren Phil
OTHERS PRESENT:	Patrick Dwyer, Esq., Dr. Tavit Najarian, Lee Purcell, PE, Fenton Purcell, PE, James Schilling, Marvin Joss, QPA

Chairman Rattner introduced Dr. Najarian, of Najarian Associates who has been the MSA scientific consultant over past years.

Chairman Rattner opened and closed the meeting to the public.

Motion made by Mr. Schwartz, seconded by Mr. Sylvester and the affirmative roll call vote of members present for the commissioners to go into closed session at 7:39 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 are 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: Pending 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 was offered by Mr. Hoyt, seconded by Mr. Schwab and the affirmative vote of members present at 8:13 PM.

The meeting minutes of May 23, 2013 were approved on a motion offered by Mr. Hoyt seconded by Mr. Sylvester and the affirmative roll call vote of members present.

Mr. Schwab said he discussed some of the expense items that may need budget transfers with Plant Director, Mr. Schilling. Mr. Schilling will follow-up with the MSA accountant and report back to the commissioners. The commissioners discussed the various budget line items and how the transfers can be accomplished.

The Expenditures/Treasurer's Report was accepted on a motion offered by Mr. Schwab seconded by Mrs. Michetti and the affirmative roll call vote of members present.

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

CONSTRUCTION ACCT	
VM Associates	$6,500.00
RENEWAL & REPLACEMENT	
Daily Record	$271.24
LTPA	$4,000.00
Nussbaum Stein	$110.00
Star Ledger	$856.28
ESCROW ACCT	
LTPA	$2,500.00
OPERATING ACCOUNT	
ADP	$805.32
AmeriGas	$123.02
Blue Diamond Disposal	$350.00
Cintas First Aid	$287.69

Cintas Corp.	$584.10
Daily Record	$168.12
EMR Power Systems	$1,608.75
Federal Express	$61.54
Fisher Scientific	$339.38
Frank's Bookkeeping Service	$200.00
Grainger	$252.32
Susan Grebe	$164.73
Hess	$5,173.27
JCP&L	$6,390.39
Kemira Water	$4,763.00
Kenvil Power Mower	$332.45
LTPA	$3,455.00
Low V Systems	$530.00
Lowe's	$13.53
NJSHBP	$16,140.45
NJ Environmental Infrastructure	$525.00
NJ Environmental Infrastructure	$720.00
NJ Environmental Infrastructure	$1,335.00
NJ American Water	$1,856.48
Najarian Associates	$2,295.00
NetAccess	$240.00
Nussbaum Stein	$1,573.00
One Call	$17.10
PPL Energy	$14,510.57
Passaic Valley Sewerage	$20,840.00
Pegasus Electric Motors	$2,100.00
Pumping Services	$585.00
QC Labs	$243.00
Roxbury Township Water Dept.	$132.30
James Schilling	$180.00
Shell Fleet Plus	$603.95
Spectraserve	$21,857.36
Staples	$164.44
Robert Still	$600.00
TD Bank, National Association	$4,935.00
Tiger Direct	$15.70
Treasurer State of NJ	$82.80
US Bank Operations Center	$1,785.00
Unum Life Ins.	$1,324.25
Verizon	$665.72
Verizon Communications	$49.99
Waste Management	$472.99
WEF	$199.00

The following correspondence for the month of June was received and filed on a motion offered by Mr. Sylvester, seconded by Mr. Pucilowski and the affirmative vote of members present.

A. 5/21/13 Steven Dalton, Esq. – TWA Approval/Mapping Revision for Villages at Roxbury
B. 5/21/13 Musconetcong Watershed Assoc. – Receipt and thank you for $250.00 Donation
C. 5/28/13 L. Kron, Esq. – MSA vs NJDEP request for 90 day extension
D. 5/31/13 LTPA – Clean Water Sandy Pre-Letter of Intent
E. 5/31/13 S. Grebe – MSA 2012 Audit Submittal to Division of Local Government Services
F. 6/11/13 CBI/Shaw Environmental – Remodeling of Sam's Club on International Drive
G. 6/11/13 Patrick Dwyer, Esq. – Insurance and Indemnifications Provisions
H. 6/18/13 Patrick Dwyer, Esq. – MSA Permit Appeal Hearing Extension
I. 6/26/13 LTPA – Recommendation of Award for Contract # 245 (Interceptor Sewer Rehab)

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions. Mr. Schwab asked about the meter reading for the Borough of Netcong and if there were any problems with the meter. Mr. Schilling said that he had to contact Verizon to have the meter problem at the meter chamber resolved. Mr. Schilling also said that a lot of the lines on the meter chambers are twenty year old, under ground cables. He is considering what the future is for meter chamber transmission and how the changes could be accomplished. Mr. Schwab asked if Verizon would replace their outdated lines. Mr. Schilling said that Verizon does not work on the copper lines anymore and changes have to be made, such as going wireless. Mr. Hoyt asked about the repairs to the drive chain on the new security gate. Mr. Schilling explained that the turnbuckle and cable had to be repaired and the staff made the repairs.

The Repairs and Maintenance Report was accepted on a motion offered by Mr. Pucilowski, seconded by Mr. Hoyt and the affirmative vote of members present.

Lee Purcell, P.E. reported that LTPA attended a seminar at Monmouth University on May 29th that discussed eligibility for projects for Sandy Relief Funding. Mr. Purcell said that a pre-letter of intent

had to be submitted in order to apply for funding. Fenton Purcell, P.E. explained what information the presentation covered and what types of projects would be considered for funding. He suggested that the MSA should have a rudimentary plan for emergencies and asset management and the plan could be built upon over the years. He explained the program is a public assistance program with FEMA, the State and local government as the three agencies that are involved in the program.

Lee Purcell noted that engineering, legal and scientific data must all be factored in concerning the appeal process and it would be discussed further at next month's meeting.

Fenton Purcell reported that he attended a meeting on the Non-Tidal Raritan River TMDL Study and how it relates to the MSA's NJPDES permit issues regarding phosphorus. Mr. Schilling noted that a TMDL was never performed on the MSA due to lack of funding so there is no base line to affect the MSA's case.

Lee Purcell reported on the Phase 2 Handrail Repair Project, Contract #250. Bids were received on June 25th. The lowest bidder, Carjen Fence Company, withdrew their bid due to an underestimation of the work. Mr. Purcell discussed it with Mr. Dwyer who in-turn talked with a representative of Carjen Fence Company. Mr. Dwyer explained that a withdrawal of the bid was permitted by the recent changes to the Local Contracts Law and he promptly received a formal letter of withdrawal from the contractor. A motion was offered by Mr. Hoyt to accept Carjen Fence Company's withdrawal for their bid submitted for the Handrail Repair Project, Contract #250, seconded by Mrs. Michetti and the affirmative vote of members present. Mr. Purcell recommended awarding the bid for the handrail repairs project to the second lowest bidder, CFM Construction, Inc.

Mr. Purcell also reported on the bids for the Interceptor Sewer Rehabilitation, Contract #245. He said three bids were received and National Water Main Cleaning Company was the lowest bidder. LTPA reviewed and checked all three bids. He recommended awarding the bid to National Water Main Cleaning Company.

Mr. Purcell also reported on the preparation of an application that the MSA will be submitting to Roxbury Township to install fencing around Pump Station #2.

Mr. Purcell also reported that LTPA is preparing contract documents for the removal and replacement of existing trash basket assemblies and slide guide systems for Pump Stations #2 and #3. He noted that the work will be under the bid threshold and they will obtain three quotes for that work.

Mr. Purcell also reported on work needed at Pump Station #1 for the installation of an electrical hoist system. The manual system is failing and the MSA would like to install an electric hoist which would cost approximately $5,000.00. That cost would not include costs associated with running the electrical supply to the pump station. LTPA is processing the documents.

Mr. Schwab questioned whether or not the work for the three projects would need authorization to proceed and noted that the funds would come out of capital accounts. Chairman Rattner explained how the budget and funds would be available for the projects. Mr. Schwab also discussed the engineering fees and budget expenses for engineering. The commissioners discussed the projects and funding for the projects.

Mr. Purcell also reiterated the importance to have an Asset Management Plan in place.

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

Res. No. 13-18 Awarding Contract No. 245 to National Water Main Cleaning Company for Rehabilitation of Interceptors and Appurtenances, was moved by Mr. Hoyt, seconded by Mr. Keiser and the affirmative roll call vote of members present.

RESOLUTION NO. 13-18

Resolution of the Musconetcong Sewerage Authority
Awarding Contract No. 245 to National Water Main
Cleaning Co., for Rehabilitation of Interceptors and Appurtenances

WHEREAS, on June 25, 2013, the Musconetcong Sewerage Authority received the following bids for replacement Rehabilitation of Interceptors and Appurtenances:

1.	National Water Main Cleaning Co. 875 N. Summer Avenue Newark, NJ 07104-3684	$	189,400.00
2.	Tri-State Grouting 567 Walter Road Newark, DE 19702	$	200,450.00

3. Reivax Contracting Corp. $ 331,400.00
46 Washington Street
Harrison, NJ 07029

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority hereby make the following findings of fact:

1. National Water Main Cleaning Co. submitted the lowest bid for Contract No. 245 in the amount of $189,400.00;

2. National Water Main Cleaning Co. is a conforming bid in that it complied with all of the requirements of the Notice to Bidders and submitted all of the required documentation, namely:

a. Consent of Surety;
b. Bid Bond;
c. Disclosure Statement;
d. Public Works Contractor's Registration Act;
e. Business Registration Certificate;
f. Non-Collusion Affidavit;
g. Affirmative Action/Questionnaire;
h. Material and Equipment Information; and
i. Statement of Experience;
j. Contractors Certification;
k. Certification regarding Equal Employment Opportunity; and

3. The Treasurer of the Musconetcong Sewerage Authority has certified that funds are available; and

WHEREAS, Lee T. Purcell Associates, Consulting Engineers for the Musconetcong Sewerage Authority have reviewed the bids, and by letter dated June 26, 2013, have recommended award of Contract No. 245 to National Water Main Cleaning Co., as the lowest responsible, responsive bidder on its bid of $189,400.00.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract No. 245 be awarded to National Water Main Cleaning Co., on its bid of $189,400.00; and be it

FURTHER RESOLVED, that the Secretary of the Musconetcong Sewerage Authority is hereby authorized and directed to return the bid bonds of all of the unsuccessful bidders, except for the bid bonds of Tri-State Grouting, which shall be returned upon receipt of a fully executed Contract and all other required documents from National Water Main Cleaning Co.; and be it

FURTHER RESOLVED, that the amount of the Contract shall not exceed $189,400.00 without further approval from the Musconetcong Sewerage Authority, and the Musconetcong Sewerage Authority shall not be liable to pay any amount over and above $189,400.00 without prior written approval; and be it

FURTHER RESOLVED, that Steven Rattner as Chairman is hereby authorized to execute the Contract with National Water Main Cleaning Co., on behalf of the Musconetcong Sewerage Authority.

Res. No. 13-19 Awarding Contract No. 250 to CFM Construction, Inc., for Handrail Post Concrete Anchorage Repairs and Handrail Replacements for the Water Pollution Control Plant, was moved by Mr. Pucilowski, seconded by Mr. Schwartz. Roll call:

Mr. Hoyt	Yes	Mr. Rattner	Yes
Mr. Grogan	Yes	Mr. Schwab	Yes
Mr. Keiser	Yes	Mr. Schwartz	Yes
Mrs. Michetti	Yes	Mr. Sylvester	No
Mr. Pucilowski	Yes		

RESOLUTION NO. 13-19

**Resolution of the Musconetcong Sewerage Authority
Awarding Contract No. 250 to CFM Construction, Inc.,
for Handrail Post Concrete Anchorage Repairs and
Handrail Replacements for the Water Pollution Control Plant**

WHEREAS, on June 25, 2013, the Musconetcong Sewerage Authority received the following bids for Handrail Post Concrete Anchorage Repairs and Handrails Replacements:

1 Carjen Fence Co., Inc. $ 90,981.0
1223 Park Street
Peakskill, NY 10566

2 CFM Construction, Inc. $149,200.00
5 Bay Street
Stirling, NJ 07980

3 RML Construction, Inc. $167,575.00
500 13th Street
Carlstadt, NJ 07072

WHEREAS, the Commissioners of the Musconetcong Sewerage Authority hereby make the following findings of fact:

1. Carjen Fence Co., Inc., submitted the lowest bid for Contract No. 250 in the amount of $90,981.00;

2. Carjen Fence Co., Inc., withdrew its bid of $90,981.00 on June 27, 2013, and the MSA has accepted their withdrawal;

3. CFM Construction, Inc., submitted the second lowest bid for Contract No. 250 in the amount of $149,200.00;

4. CFM Construction, Inc., is a conforming bid in that it complied with all of the requirements of the Notice to Bidders and submitted all of the required documentation, namely:

   a. Consent of Surety;
   b. Bid Bond;
   c. Disclosure Statement;
   d. Public Works Contractor's Registration Act;
   e. Business Registration Certificate;
   f. Non-Collusion Affidavit;
   g. Affirmative Action/Questionnaire;
   h. Material and Equipment Information; and
   i. Statement of Experience;
   j. Contractors Certification;
   k. Certification regarding Equal Employment Opportunity; and

5. The Treasurer of the Musconetcong Sewerage Authority has certified that funds are available; and

WHEREAS, Lee T. Purcell Associates, Consulting Engineers for the Musconetcong Sewerage Authority has reviewed the bids, and by letter dated June 27, 2013, has recommended award of Contract No. 250 to CFM Construction, Inc., as the lowest responsible, responsive bidder on its bid of $149,200.00.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that Contract No. 250 be awarded to CFM Construction, Inc., on its bid of $149,200.00; and be it

FURTHER RESOLVED, that the Secretary of the Musconetcong Sewerage Authority is hereby authorized and directed to return the bid bond of Carjen Fence Co., Inc., the Secretary shall retain the bid bond of RML Construction, Inc., which shall be returned upon receipt of a fully executed Contract and all other required documents from CFM Construction, Inc.; and be it

FURTHER RESOLVED, that the amount of the Contract shall not exceed $149,200.00 without further approval from the Musconetcong Sewerage Authority, and the Musconetcong Sewerage Authority shall not be liable to pay any amount over and above $149,200.00 without prior written approval; and be it

FURTHER RESOLVED, that Steven Rattner as Chairman is hereby authorized to execute the Contract with CFM Construction, Inc., on behalf of the Musconetcong Sewerage Authority.

Chairman Rattner discussed the additional accounting services that VM Associates would be providing for the MSA and the proposal that VM Associates had submitted. The decision to hire VM Associates for additional accounting services was tabled for further discussion at the July 25, 2013 meeting.

Chairman Rattner briefly discussed Pennacchio's Bill S-2511 regarding changes to the Open Public Meetings Act.

Motion made by Mr. Hoyt, seconded by Mr. Kieser and the affirmative roll call vote of members present, Chairman Rattner adjourned the meeting at 9:39 PM.

Respectfully Submitted:

Susan Grebe

Susan Grebe,
Administrative Assistant