

(C)

Melissa Velez-Morales

From: Masser, Michelle
Sent: Friday, May 27, 2016 11:48 AM
To: Harris, Laura
Cc: Melissa Velez-Morales
Subject: FW: MSA Approved Meeting Minutes - April 28th
Attachments: April 28, 2016 approved meeting minutes.pdf

Correspondence

Michelle Masser
Township Clerk
Mount Olive Township
PO Box 450
204 Flanders Drakestown Road
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973-691-0900 X7291

From: Susan Grebe [mailto:sgrebe@msa-nj.org]
Sent: Friday, May 27, 2016 10:38 AM
To: Amy Rhead <rheada@roxburynj.us>; 'Catherine Schultz' <cschultz@hopatcong.org>; Dolores Dalessandro <boroughclerk@netcong.org>; Doris Flynn <dflynn@byramtwp.org>; Ellen Horak <ehorak@stanhopenj.gov>; Linda DeSantis <maboroughclerk@optonline.net>; Masser, Michelle <clerkmichelle@mtolivetwp.org>
Subject: MSA Approved Meeting Minutes - April 28th

Attached are the approved minutes of the MSA's April 28th meeting.

Have a Happy Memorial Day!

Sue

*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 7:31 PM. Following the Pledge of Allegiance to the Flag, 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, Thomas Bruno, Michael Grogan, Melanie Michetti, Michael Pucilowski, Steven Rattner, Joseph Schwab
- MEMBERS ABSENT:** Andrew Cangiano, Brian McNeilly, Richard Schindelar, John Sylvester
- OTHERS PRESENT:** Patrick Dwyer, Esq., Lee Purcell, James Schilling, John Scheri, PE, Ceren Aralp, PE, James Wanchow, PE

Chairman Rattner opened and closed the meeting to the public.

The Regular Meeting Minutes of March 24, 2016 were approved on a motion offered by Mrs. Michetti, seconded by Mr. Bruno. Roll Call:

Mr. Bates	Abstain	Mrs. Michetti	Yes
Mr. Benson	Abstain	Mr. Pucilowski	Yes
Mr. Bruno	Yes	Mr. Rattner	Yes
Mr. Cangiano	Absent	Mr. Schindelar	Absent
Mr. Grogan	Yes	Mr. Schwab	Yes
Mr. McNeilly	Absent	Mr. Sylvester	Absent

The Expenditures/Treasurer's Report for April 1, 2016 was accepted on a motion offered by Mr. Pucilowski, seconded by Mr. Bruno and the affirmative roll call vote of members present.

TREASURER'S REPORT- APRIL 1, 2016
OPERATING ACCOUNT

Balance as of March 1, 2016:		<u>\$ 1,658,712.50</u>
Receipts (March):		
	Hospitalization	3,209.24
	Municipal Revenue	244,178.62
	Disability Reimbursement	9,240.13
		<u>\$ 256,627.99</u>
Total Disbursements for March:		<u>\$ 429,013.12</u>
Balance as of April 1, 2016:		<u>\$ 1,486,327.37</u>

RENEWAL & REPLACEMENT ACCOUNT

Balance as of March 1, 2016:		<u>\$ 580,010.06</u>
Receipts:	1 st Quarter Transfer from Operating	50,000.00
Disbursements:	G.P. Jager (Microscreens)	103,131.00
Balance as of April 1, 2016:		<u>\$ 526,879.06</u>

ESCROW ACCOUNT

Balance as of March 1, 2016:		<u>\$ 2,869.34</u>
Receipts:	Woodmont Realty Group	2,000.00
	NJ Foreign Trade Zone Venture, LLC	451.00
Disbursements:	Nusbaum Stein (Woodmont Park at Roxbury)	299.20
	LTPA (Woodmont Park at Roxbury)	1,440.00
Balance as of April 1, 2016:		<u>\$ 3,581.14</u>

CAPITAL IMPROVEMENT/RESERVE FOR RETIREMENT ACCOUNT

Balance as of March 1, 2016:		<u>\$ 945,000.00</u>
Receipts:	1 st Quarter Transfer from Operating	75,000.00
Disbursements:		0.00
Balance as of April 1, 2016:		<u>\$ 1,020,000.00</u>

ANALYSIS OF BALANCES:

Capital Improvement	\$ 975,000.00
Reserve for Retirement	\$ 45,000.00

EXPENDITURES REPORT - 2016 BUDGET

4/1/16

	2016	YEAR-TO-DATE		%
	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>REMAINING</u>
Admin - Salaries and Wages	\$160,000.00	\$50,356.11	\$109,643.89	68.53%
Trustee Admin Fees	\$20,000.00	\$10,681.72	\$9,318.28	46.59%
Administrative - Other Expenses	\$35,000.00	\$9,877.35	\$25,122.65	71.78%
Legal	\$25,000.00	\$9,952.90	\$15,047.10	60.19%
Audit	\$10,000.00	\$0.00	\$10,000.00	100.00%
Engineer	\$20,000.00	\$4,390.00	\$15,610.00	78.05%
Pension	\$86,000.00	\$84,371.00	\$1,629.00	1.89%
Social Security	\$65,000.00	\$18,629.00	\$46,371.00	71.34%
Unemployment	\$7,000.00	\$3,495.23	\$3,504.77	50.07%
Hospitalization	\$219,260.00	\$63,569.00	\$155,691.00	71.01%
Disability Insurance	\$10,000.00	\$1,384.67	\$8,615.33	86.15%
Operating - Salaries and Wages	\$666,640.00	\$194,126.13	\$472,513.87	70.88%
Reserve for Future Retirement	\$5,000.00	\$0.00	\$5,000.00	100.00%
Telephone	\$20,000.00	\$2,993.99	\$17,006.01	85.03%
Electric	\$530,000.00	\$78,018.79	\$451,981.21	85.28%
Propane/Fuel Oil/ Gasoline	\$40,000.00	\$3,214.22	\$36,785.78	91.96%
Supplies/Chemicals	\$160,000.00	\$14,135.69	\$145,864.31	91.17%
Laboratory Supplies	\$10,000.00	\$520.83	\$9,479.17	94.79%
Office	\$20,000.00	\$12,866.85	\$7,133.15	35.67%
External Services	\$70,000.00	\$10,525.76	\$9,474.24	47.37%
Education/Training	\$20,000.00	\$2,107.00	\$67,893.00	96.99%
Laboratory Fees	\$30,000.00	\$4,667.00	\$25,333.00	84.44%
Maintenance/Repairs	\$150,000.00	\$27,011.57	\$122,988.43	81.99%
Insurance	\$110,000.00	\$38,303.99	\$71,696.01	65.18%
NJDEP Fees	\$25,000.00	\$0.00	\$25,000.00	100.00%
Permit/Compliance Fees	\$25,000.00	\$182.60	\$24,817.40	99.27%
Equipment	\$60,000.00	\$14,364.75	\$45,635.25	76.06%
Sludge Removal	\$700,000.00	\$102,958.00	\$597,042.00	85.29%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$200,000.00	\$75,000.00	\$125,000.00	62.50%
Renewal and Replacement	\$200,000.00	\$50,000.00	\$150,000.00	75.00%
TOTAL	\$3,723,900.00	\$887,704.15	\$2,836,195.85	76.16%

EXPENDITURES REPORT - 2015 BUDGET

4/1/16

	2015	YEAR-TO-DATE		%
	<u>BUDGET</u>	<u>EXPENDITURES</u>	<u>BALANCE</u>	<u>REMAINING</u>
Admin - Salaries and Wages	\$155,000.00	\$150,663.53	\$4,336.47	2.80%
Trustee Admin Fees	\$30,000.00	\$17,718.63	\$12,281.37	40.94%
Administrative - Other Expenses	\$35,000.00	\$28,573.77	\$6,426.23	18.36%
Legal	\$25,000.00	\$21,304.90	\$3,695.10	14.78%
Audit	\$14,000.00	\$0.00	\$14,000.00	100.00%
Engineer	\$20,000.00	\$11,690.00	\$8,310.00	41.55%
Pension	\$86,000.00	\$77,573.00	\$8,427.00	9.80%
Social Security	\$60,000.00	\$58,588.10	\$1,411.90	2.35%
Unemployment	\$7,000.00	\$5,319.74	\$1,680.26	24.00%
Hospitalization	\$222,900.00	\$200,395.64	\$22,504.36	10.10%
Disability Insurance	\$10,000.00	\$6,398.65	\$3,601.35	36.01%
Operating - Salaries and Wages	\$632,000.00	\$619,636.61	\$12,363.39	1.96%
Reserve for Future Retirement	\$15,000.00	\$15,000.00	\$0.00	0.00%
Telephone	\$18,000.00	\$14,800.40	\$3,199.60	17.78%
Electric	\$527,000.00	\$424,054.29	\$102,945.71	19.53%
Propane/Fuel Oil/ Gasoline	\$35,000.00	\$16,804.95	\$18,195.05	51.99%
Supplies/Chemicals	\$140,000.00	\$126,901.48	\$13,098.52	9.36%
Laboratory Supplies	\$10,000.00	\$8,720.28	\$1,279.72	12.80%
Office	\$20,000.00	\$17,968.05	\$2,031.95	10.16%
External Services	\$50,000.00	\$46,565.64	\$3,434.36	6.87%
Education/Training	\$15,000.00	\$14,610.74	\$389.26	2.60%
Laboratory Fees	\$25,000.00	\$18,092.20	\$6,907.80	27.63%
Maintenance/Repairs	\$100,000.00	\$63,759.11	\$36,240.89	36.24%

Insurance	\$110,000.00	\$97,555.42	\$12,444.58	11.31%
NJDEP Fees	\$25,000.00	\$18,327.86	\$6,672.14	26.69%
Permit/Compliance Fees	\$100,000.00	\$82,225.50	\$17,774.50	17.77%
Equipment	\$60,000.00	\$19,125.30	\$40,874.70	68.12%
Sludge Removal	\$600,000.00	\$597,082.31	\$2,917.69	0.49%
Contingency	\$25,000.00	\$0.00	\$25,000.00	100.00%
Capital Improvement	\$300,000.00	\$300,000.00	\$0.00	0.00%
Renewal and Replacement	\$200,000.00	\$200,000.00	\$0.00	0.00%
TOTAL	\$3,671,900.00	\$3,279,456.10	\$392,443.90	10.69%

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

ESCROW ACCOUNT	
LTPA	\$756.00
Nusbaum Stein	\$286.00
OPERATING ACCOUNT	
ADP	\$960.74
Accurate Waste Removal	\$3,025.00
AmeriGas Propane	\$670.26
Scott Allen (NJWEA conference)	\$454.00
Atlantic Tomorrow	\$44.82
Bally's Atlantic City	\$2,952.00
Donald Bates (NJWEA conference)	\$331.00
Blue Diamond Disposal	\$567.10
Cintas Corp.	\$774.02
Cintas First Aid	\$122.11
City Fire Equipment	\$168.00
Cleary Giacobbe	\$1,085.00
Coyne Chemical	\$4,375.40
Keith DeFazio (mileage reimb)	\$95.48
Deli Delicious	\$530.00
Environmental Resource Associates	\$450.80
Eurofins QC Labs	\$696.00
Fisher	\$1,140.99
Grainger	\$92.68
Michael Grogan (NJWEA conference)	\$331.00
Hach Company	\$340.06
Hayes Pump	\$1,190.00
Horizon Tool & Mold	\$165.00
JCP&L	\$34,607.05
Lowes	\$794.17
MSA Payroll 4/8/16	\$29,840.81
MSA Payroll 4/22/16	\$29,554.07
McMaster Carr	\$64.23
Brian McNeilly (NJWEA conference)	\$331.00
NJSHBP	\$17,784.61
NJWEA	\$3,990.00
NJ American Water	\$3,648.03
NJ Herald	\$15.60
NJ Utilities Authorities JIF	\$55,370.96
Netcong Hardware	\$56.68
Northeast Computer	\$1,248.00
Nusbaum Stein	\$1,386.00
One Call	\$40.00
Pan Metro	\$600.00
Passaic Valley Sewerage Commission	\$31,680.00
Patrick Pisano (dental reimb)	\$600.00
Polydyne	\$1,944.00
Michael Pucilowski (NJWEA conference)	\$208.00
R-D Trucking	\$28,840.00
R&J Control	\$1,342.00
Steven Raitner (NJWEA conference)	\$331.00
James Schilling (NJWEA conference)	\$331.00
Richard Schindelar (NJWEA Conference)	\$700.00
Joseph Schwab (NJWEA conference)	\$331.00
Shell Fleet	\$189.21
Staples	\$274.64
Treasurer, State of NJ	\$3,830.00
Treasurer, State of NJ	\$18,413.05
Trend Landscaping	\$3,800.00
USA Bluebook	\$115.51

Univar	\$10,691.70
Unum Life Insurance	\$1,384.67
Verizon	\$719.02
Verizon Wireless	\$225.18
WEF	\$639.00

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

- A. 3/29/31 NJDEP – TWA Approval No. 12-0104 ITC Active Adult Community 1 Year Time Extension
- B. 3/31/16 Mark Gimigliano, PE – TWA Permit Approval, Progressive Properties, Railroad Avenue, Netcong
- C. 3/31/31 NJDEP – TWA Approval No. 12-0208 ITC Active Adult Community 1 Year Time Extension
- D. 4/21/16 LTPA – TWA Approval Permit Application, Progressive Properties, Railroad Avenue, Netcong
- E. 4/19/16 USEPA – Woodmont Park at Roxbury Grant Condition Waiver
- F. 4/4/16 NJDEP – Underground Storage Tank Registration at PS #1

Mr. Schilling asked if the commissioners had reviewed his monthly report and if anyone had any questions. Chairman Rattner asked about the sludge increase. Mr. Schilling explained the increase may be due to maintenance work. The warmer weather can impact the sludge thickeners, which can be adjusted accordingly. Mr. Schilling reported that he is looking into using magnesium hydroxide at the plant in place of soda ash. He explained the benefits of using magnesium hydroxide.

Mr. Schilling reported that he received a call from an NJDEP representative. There has been an increase in the number of TWA permit applications submitted in recent months. Over 40 applications have been submitted to the NJDEP by the seven member municipalities. He advised that a lot of allocation is being traded and sold, and he hoped that the towns were tracking the allocations. Chairman Rattner explained that the increase in TWA permit applications is due to the Highlands Preservations Regulations.

Mr. Schilling also reported that he and Mr. Pucilowski attended a recent JIF meeting. He received documents from Josh Liss, a New Jersey cyber communications agent that made a presentation at the meeting. He has the information available for any of the commissioners who may be interested in reviewing it.

Mr. Schilling also reported that the Northern Enforcement Section of the NJDEP conducted an inspection of the plant. There were no issues with the inspection. The DEP Representative provided a document to register as an Environmental Stewardship Facility. He reviewed the document. The MSA has already achieved two of the twenty-one criterion and he looks forward to achieving many more. He hopes that the State will eventually recognize the MSA facility as a spearhead for Environmental Stewardship.

Mr. Schilling also reported that the MSA laboratory passed its annual proficiency testing study.

Mr. Schilling also mentioned that he will be meeting with a representative of Gov Auction to see about auctioning off some of the facility resources that are no longer being used.

Mr. Schilling also reported that he received a call from Beth Styler-Barry of the Musconetcong Watershed Association. Lake Hopatcong has been approved to reduce their Water Management Plan from 12 cfs to 8 cfs. He also spoke to Kerri Pflugh of the NJDEP about his concerns and was assured that the NJDEP is taking the MSA's permit and dilution model into consideration. The 4 cfs reduction equates to 2,600,000 gallons daily reduced flow from Lake Hopatcong into the Musconetcong River.

Mr. Schilling also reported that another vector truck will be coming to the plant on Monday. There are severe rag issues throughout the aerated grit chamber, the EQ chamber as well as the sludge thickening and processing areas. He's hoping to have some suggestions for permanent solutions at the next month's meeting.

Mr. Schilling also talked about the New Jersey Foundation for Open Government. He said they are reviewing the transparency of municipalities and all government entities' websites. The MSA was mentioned in the report for compliance requirements. He discussed the items of concerns and the fact that the MSA is in compliance. He offered to send the report to anyone who was interested.

Mr. Schilling also reported on a violation received from the NJDEP for an underground storage tank at Pump Station #1 on February 27, 1992. He has found some old documents pertaining to the matter. He has also sent an OPRA request to the State to see if a "No Further Action" letter exists. He did find information indicating that two of the closures in the report, 4389 and 4391, were closed out effectively in July 1, 1992. He further explained about a report prepared by Mellick-Tully for the incident in 1992 which indicates that everything was done properly. He still needs documentation that the soil was disposed of properly. He believed that everything was done properly and hoped to find the

documentation which would prove the work was done properly. He will follow-up with the NJDEP. Chairman Rattner noted that he also contacted the NJDEP and questioned about various attempts to reach the Authority, which was stated in their letter, regarding the violation. Nothing in the NJDEP's files matched up and they could not find any previous correspondence. Chairman Rattner also opined about the fact that everything required may have been sent to the NJDEP back in 1992 and an NFA letter may not have been issued and was overlooked. Mr. Schilling said he will comply with all of the requirements to complete the process properly.

The Directors Report, and Repairs and Maintenance Report, for the month of April were accepted on a motion offered by Mrs. Michetti, seconded by Mr. Bruno and the affirmative vote of members present.

Mr. Purcell noted that this would be his last engineering report to the Authority. He thanked the commissioners and the MSA staff for allowing LTPA to provide their services over all the past years.

Mr. Purcell reported that the Grant Condition Waiver for the Woodmont Park at Roxbury Project has been approved by the USEPA. He recommended that the MSA notify the developer and project engineer. He advised that the Authority has the Grant Condition Waiver and the EPA is looking to the MSA to make sure that no buildings are connected in the wetlands to any of MSA facilities. Mr. Purcell also advised that the Authority should not have a direct requirement in checking up on the developers, but the developers have the obligation of not violating these Grant Condition Waivers that are being issued.

Mr. Purcell also reported on the TWA permit application submitted by Progressive Properties for a project on Railroad Avenue in the Borough of Netcong. The project is for seven new homes with sewer connections. He inspected the site. He determined that this project will also require a Grant Condition Waiver, because half the property is near wetlands. The developer will have to supply the proper documents to the MSA so a Grant Waiver request letter can be sent to the USEPA. The application is in order and he advised that the Authority should endorse the Consent Forms.

Mr. Purcell also advised that the first NJDEP compliance report will be due on July 1, 2016.

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

Resolution No. 16-13 Adopting the MSA By-Laws, was moved by Mr. Schwab, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

RESOLUTION NO. 16-13
Resolution of the Musconetcong Sewerage Authority
Adopting By-Laws

WHEREAS, By-Laws for the Musconetcong Sewerage Authority (hereinafter "Authority") having been prepared and presented to the Authority for review by the Commissioners in advance of the regular meeting on April 28, 2016; and

WHEREAS, the By-Laws as presented did reflect and set forth the procedures under which the Authority intends to operate; and

WHEREAS, the Authority is desirous of adopting the By-Laws as presented to the Authority; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the By-Laws attached to this Resolution are hereby adopted and shall constitute the procedures by which the Authority shall govern itself, conduct business and manage its affairs; and

BE IT FURTHER RESOLVED, that the Chairman and Secretary are hereby authorized to execute the By-Laws for and on behalf of the Authority.

Resolution No. 16-14 Endorsing TWA Permit Application for a Sewer Extension for Progressive Properties on Railroad Avenue in the Borough of Netcong, was moved by Mr. Pucilowski, seconded by Mr. Bruno and the affirmative roll call vote of members present.

RESOLUTION NO. 16-14
Resolution of the Musconetcong Sewerage Authority
Endorsing the New Jersey Treatment Works Approval (TWA-1)
For Permit Application for a Sewer Extension For
Progressive Properties, Inc., to Serve Seven (7) Proposed
Residential Homes on 73 Railroad Avenue (Block 8, Lot 36)
within the Borough of Netcong, Morris County, New Jersey

WHEREAS, Progressive Properties, Inc., has made a request to the Musconetcong Sewerage Authority for a sanitary sewer extension to serve seven (7) proposed residential homes on Railroad Avenue (Block 8, Lot 36) within the Borough of Netcong, Morris County, New Jersey; and

WHEREAS, the sanitary sewer extension will consist of 140 l.f. of 8-inch diameter PVC gravity sewer piping and one (1) precast concrete manhole discharging to an existing sewer in Railroad Avenue, Borough of Netcong; and

WHEREAS, the total daily projected sewage flow from the seven (7) residential homes is calculated to be 2,100 gpd; and

WHEREAS, the following documents were submitted by Dykstra Walker Design Group on behalf of the Developer and have been reviewed by Leo T. Purcell, P.E., Consulting Engineer for the Musconetcong Sewerage Authority for this project:

- A. Treatment Works Approval Application Form (TWA-1)
- B. Engineer's Report for Domestic Treatment Works Approval Application Form (WQM-006)
- C. Original Statements of Consent Form (WQM-003)
- D. Cost Estimate for proposed treatment works dated June 29, 2015
- E. Site Location Map
- F. Sanitary Sewer Construction Specifications last revised July 14, 2015
- G. Plans entitled "Preliminary Major Subdivision, Borough of Netcong, Morris County, New Jersey, Tax Map Block 8, Lot 36" prepared by Jaman Engineering Associates and last revised May 30, 2014.

WHEREAS, Leo T. Purcell, P.E. having submitted a report dated April 12, 2016 regarding his review of the Treatment Works Approval (TWA-1) Permit Application including all supporting documents and having found same to be satisfactory and having recommended endorsement contingent upon the following:

1. The U.S. Environmental Protection Agency imposed a condition upon the MSA (Construction Grant # C-34-384-03) requiring prior approval of any sewer connection to a development within an Environmentally Sensitive Area ("ESA").
2. The application for Treatment Works Approval submitted by Progressive Properties, Inc. indicates that at least part of the subject property lies within an Environmentally Sensitive Area.
3. Applicant shall provide proof that it has obtained the necessary grant waiver from USEPA.
4. The Authority should not endorse any future allocation requests if any of the following sewerage flow allocations are exceeded:

Borough of Netcong	452,000 gpd
MSA Water Pollution Control Plant	4,310,000 gpd

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the above referenced Treatment Works Approval Permit Application (TWA-1) for sanitary sewer facilities to serve seven (7) single-family residential homes is hereby endorsed contingent upon the following:

1. Endorsement of NJDEP Form WQM-003 Statement of Consent by the Borough of Netcong and submittal of a copy of the Resolution authorizing same to the MSA;
2. Approval of a Grant Condition Waiver Request from the USEPA shall be provided to MSA prior to any hookup or connection to MSA's facilities; and be it

FURTHER RESOLVED, that Steven Rattner, Chairman of the Musconetcong Sewerage Authority is hereby authorized to sign Sections A-2 and C of the Statement of Consent Form (WQM-003).

Resolution No. 16-15 Authorizing the MSA To Enter Into a Collective Bargaining Agreement With Office and Professional Employees International Union ("OPEIU") Local 32 for the Period From January 1, 2015 to December 31, 2018, was moved by Mr. Pucilowski, seconded by Mr. Schwab and the affirmative roll call vote of members present.

RESOLUTION NO. 16-15

**Resolution of the Musconetcong Sewerage Authority
To Enter Into a Collective Bargaining Agreement With
Office and Professional Employees International Union ("OPEIU") Local 32
for the Period From January 1, 2015 to December 31, 2018**

WHEREAS, the Musconetcong Sewerage Authority (hereinafter "Authority") and the Office and Professional Employees International Union ("OPEIU") Local 32 (hereinafter "Union") have participated in collective negotiations regarding certain Union Employees (hereinafter "Employees") of the Authority; and

WHEREAS, the Authority is the employer of the Employees at the Authority; and

WHEREAS, the Union is the certified representative of the Employees employed at the Authority; and

WHEREAS, the Personnel Committee of the Authority has conducted negotiations on behalf of the Authority with representatives of the Union; and

WHEREAS, the contract negotiations between the Authority and the Union have progressed to the point where the parties have agreed in principle on the terms and conditions of a new labor contract; and

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

1. The Authority does hereby accept the terms and conditions negotiated by the Personnel Committee with the Union subject to final memorialization and signature in a new collective bargaining agreement.
2. The parties shall prepare a collective bargaining agreement integrating the terms and conditions agreed to during negotiations.

3. Upon preparation of a collective bargaining agreement incorporating the terms and conditions agreed to by the parties the Chairman is hereby authorized to execute said agreement on behalf of the Authority.

Chairman Rattner briefly noted GASB Statement No. 68, for individual government employers who must report a proportionate share of the Net Pension Liability, deferred inflows and outflows, and pension expense in their financial statement, which has caused an extended filing date for the Annual 2015 Audit Submission.

Chairman Rattner asked the representatives of the engineering firms who were to be appointed as the new MSA Engineers to introduce themselves. John Scheri, PE of Hatch Mott MacDonald introduced himself and gave a brief description of his 26 years of engineering experience. He also introduced Ceren Aralp as his assistant engineer. They both looked forward to working with the MSA.

Jim Wauchow, Vice President of Paulus, Sokolowski and Sartor introduced himself to the commissioners. He noted that he had been in the engineering industry for 30 years and with the firm of PS&S for 27 years. He hoped that PS&S and Hatch Mott MacDonald will have a combined engineering back round to follow in LTPA's footsteps for the MSA.

Mr. Schilling personally thanked the Engineering Committee for their hard work in the selection process for the newly appointed engineering firms. He also thanked all the engineering firms that showed their interest and submitted proposals.

Resolution No. 16-16 Authorizing the Award of a Contract for Professional Services to Hatch Mott MacDonald, LLD for Engineering Services Pursuant to N.J.S.A. 40A:11-5 and Without Public Advertising as a Professional Service, was moved by Mr. Benson, seconded by Mr. Pucilowski and the affirmative roll call vote of members present.

RESOLUTION NO. 16-16

**Resolution of the Musconetcong Sewerage Authority
Authorizing the Award of a Contract for Professional
Services to Hatch Mott MacDonald, LLC for Engineering
Services Pursuant to the Provisions of N.J.S.A. 40A:11-5
and without Public Advertising as a Professional Service**

WHEREAS, the Musconetcong Sewerage Authority has a need for professional engineering services for the period from April 28, 2016 through January 31, 2017 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 40A:11-5; and

WHEREAS, the Secretary/Treasurer has determined and certified in writing that the value of the acquisition will exceed Seventeen Thousand Five Hundred (\$17,500.00) Dollars; and

WHEREAS, the anticipated term of this contract is approximately nine (9) months; and

WHEREAS, Hatch Mott MacDonald, LLC has submitted a proposal indicating that they will provide engineering services at the rate of:

- A. Four Thousand Two Hundred (\$4,200.00) Dollars to:
 1. Maintain and Update of MSA files;
 2. Receive, Review and Respond to General Correspondence, Phone Calls, and E-mails;
 3. Review monthly DMR and RTR Reports and other regulatory reports as needed;
 4. Prepare for, attend and participate at all MSA Commissioner Meetings;
 5. Keep the Authority apprised regarding:
 - o State and Federal Regulatory Changes;
 - o Issues Affecting the Authority and Member Towns; and
 - o Potential Funding Sources available to the Authority, its Members and their respective communities.

B. All other Engineering Services shall be billed at the rate on the attached Fee Schedule.

WHEREAS, Hatch Mott MacDonald, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political committee or candidate in the Borough of Hopatcong, Borough of Mount Arlington, Township of Byram, Township of Mount Olive, Borough of Netcong, Township of Roxbury or Borough of Stanhope in the previous one (1) year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, funds are available in the annual budget of the Musconetcong Sewerage Authority.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Chairman is hereby authorized to enter into a Contract with Hatch Mott MacDonald, LLC as described herein; and be it

FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and be it

FURTHER RESOLVED, that the Contract shall not exceed Fifteen Thousand (\$15,000.00) Dollars without further authorization from the Commissioners of the Musconetcong Sewerage Authority; and be it

FURTHER RESOLVED, that the Chairman is authorized to execute the Contract in the form attached hereto; and be it

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

Resolution No. 16-17 Authorizing the Award of a Contract for Professional Services to Paulus, Sokolowski and Sartor, LLC for Engineering Services as Needed Pursuant to N.J.S.A. 40A:11-5 and Without Public Advertising as a Professional Service, was moved by Mr. Grogan, seconded by Mr. Bates and the affirmative roll call vote of members present.

**RESOLUTION NO. 16-17
Resolution of the Musconetcong Sewerage Authority
Authorizing the Award of a Contract for Professional
Services to Paulus, Sokolowski and Sartor, LLC for Engineering
Services as Needed Pursuant to N.J.S.A. 40A:11-5 and Without
Public Advertising as a Professional Service**

WHEREAS, the Musconetcong Sewerage Authority has a need for alternate professional engineering services as needed by the Authority for the period from April 28, 2016 through January 31, 2017 as a professional service; and

WHEREAS, alternate engineering services will be utilized to supplement the services provided by the engineer of record on an as-needed basis; and

WHEREAS, the Secretary/Treasurer has determined and certified in writing that the value of the acquisition may exceed Seventeen Thousand Five Hundred (\$17,500.00) Dollars; and

WHEREAS, the anticipated term of this contract is approximately nine (9) months; and

WHEREAS, Paulus, Sokolowski and Sartor, LLC has submitted a proposal indicating that they will provide engineering services at the rate indicated on the attached Fee Schedule; and

WHEREAS, Paulus, Sokolowski and Sartor, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political committee or candidate in the Borough of Hopatcong, Borough of Mount Arlington, Township of Byram, Township of Mount Olive, Borough of Netcong, Township of Roxbury or Borough of Stanhope in the previous one (1) year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS in the event Paulus, Sokolowski and Sartor, LLC shall have a conflict of interest it shall notify the MSA and recuse itself from performing any work which creates a conflict; and

WHEREAS, funds are available in the annual budget of the Musconetcong Sewerage Authority.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Chairman is hereby authorized to enter into a contract with Paulus, Sokolowski and Sartor, LLC as described herein; and be it

FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and be it

FURTHER RESOLVED, that the Chairman is authorized to execute the Contract in the form attached hereto; and be it

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

The date to receive the bids had not been decided for the evening's meeting. The timeframes to receive bids was briefly discussed. A date will be decided by MSA Director.

Resolution No. 16-18 Authorizing the Director to Receive Sealed Proposals for Contract U.V.-16, Supply Lamps, Quartz Sleeves, Ballasts for Trojan UV 3000 Plus System as Described in the Technical Specifications on May 24, 2016 at 10:00 a.m. in the Office of the Authority's Water Pollution Control Facility, was moved by Mr. Pucilowski, seconded by Mr. Bates and the affirmative roll call vote of members present.

**RESOLUTION NO. 16-18
Resolution of the Musconetcong Sewerage Authority
Authorizing the Director to Receive Sealed Proposals for
Contract U.V.-16, Supply Lamps, Quartz Sleeves, Ballasts
for Trojan UV 3000 Plus System as Described in the
Technical Specifications on May 24, 2016
at 10:00 a.m. in the Office of the Authority's Water
Pollution Control Facility**

WHEREAS, a need exists for Supply Lamps, Quartz Sleeves and Ballasts for the Trojan UV 3000 Plus System as described in the Technical Specifications as detailed in Contract U.V.-16; and

WHEREAS, funds are available for said Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Musconetcong Sewerage Authority that the Director is hereby authorized to receive sealed proposals for Contract U.V.-16, Supply Lamps, Quartz Sleeves and Ballasts for Trojan UV 3000 Plus System as described in the Technical Specifications on May 24, 2016 at 10:00 a.m. at the office of the Authority's Water Pollution Control Facility, located at 110 Continental Drive, Budd Lake, New Jersey. At that time and place, the sealed bids will be opened publicly and read aloud.

Copies of the Contract Specifications are on file at the Office of the Authority at the Water Pollution Control Facility located in Budd Lake, New Jersey. The Contract Specifications may be obtained by contacting the Authority's Office at 973-347-1525.

Motion made by Mr. Grogan, seconded by Mr. Schwab and the affirmative roll call vote of members present, Chairman Rattner adjourned the meeting at 8:31 PM.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Susan Grebe".

Susan Grebe,
Administrative Assistant