

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

MARCH 18, 2021

Due to the current COVID-19 State of Emergency and in compliance with N.J.S.A. 10:4-8, et seq., the Authority conducted its regularly scheduled Board Meeting on March 18, 2021 with some of the Members and staff participating by way of teleconference.

The Chairman called the meeting to order at 7:00 PM and began the meeting with the Statement of Public Notice (Sunshine Law), attached and caused same to be entered into the minutes of the meeting.

ROLL CALL

PRESENT: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster [Members Kissil and Schimpf participated by telephone conference as permitted by the By Laws.]

ABSENT: None

All Members in the meeting acknowledged that they could hear the Secretary and other participants.

Also present were the following: Laura Cummings, Executive Director; Charles Maggio, Chief Financial Officer; Alexis Bozza, Executive Administrative Assistant; and Sidney D. Weiss, Esq., General Counsel to the Authority. The following participated by telephone conference: Jeff Elam, Chief Engineer; Drew Saskowitz, Water Quality Superintendent; Nicholas Buono, IT Director; and David J. Ruitenberg, Esq., Murphy McKeon

PUBLIC DISCUSSION

Chairman Huber stated the next portion of the meeting was set aside for public discussion and asked if any members of the public were present and would like to address the Board, to please state their full name for the record. No one responded. He then closed the public portion of the meeting.

MOTION APPROVING MINUTES OF MARCH 4, 2021

Copies of the minutes of the meeting held on March 4, 2021, were distributed to the Members prior to the meeting for review and comment. Member Baldassari moved that the minutes be adopted as presented. Member Chumer seconded the motion. The motion was duly adopted by the remaining Members.

RESOLUTION APPROVING CLOSED SESSION MINUTES OF MARCH 4, 2021

Copies of the minutes of the closed session meeting held on March 4, 2021, were distributed to the Members prior to the meeting for review and comment. Member Webster moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 34-21

RESOLUTION APPROVING CLOSED SESSION MINUTES OF MARCH 4, 2021

"COPY ANNEXED"

Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

RESOLUTION – APPROVAL OF MARCH 2021 LIST OF BILLS

Copies of the bill list for March 2021 were distributed to the Members prior to the meeting for comment and approval. Member Chumer moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 35-21

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR MARCH 2021

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

COMMUNICATIONS

1. February 18, 2021 – Copy of letter from the Township of Mendham thanking the Authority for its cooperation toward the successful implementation of the controlled deer hunt.

OTHER BUSINESS

A. Report of the Personnel Committee

A meeting of the Personnel Committee was held on February 12, 2021 to review multiple Step 3 Grievances where responses were finalized and subsequently sent to Local 1.

B. Report of the Engineering Committee

A meeting of the Engineering Committee was held on February 9, 2021.

The Chief Engineer reviewed the ongoing construction of the Water Supply Improvement Project. The installation of main on Washington Street had been stopped by Morristown but the installation of hydrants at other locations continued. Construction on the main line was expected to continue the following week.

The Chief Engineer discussed the Tank Improvement Project. The project was out to bid and was receiving interest from several bidders.

The Chief Engineer reviewed the results of the ATI report concerning the ongoing assessment of the Authority's electrical facilities. He will provide a copy of the executive summary in upcoming Board meeting packets.

The Chief Engineer reviewed the ongoing work related to the replacement of the variable frequency drive facilities throughout the Authority's service area and the need to increase the allowable threshold to purchase additional.

The Chief Engineer updated the Committee on the newly initiated program to begin sampling soils throughout the Authority's service area in order to determine its characteristics, which will greatly assist in determining future design efforts.

C. Reports of the Information Technology (IT) Committee

Meetings of the IT Committee were held on February 12 and March 18, 2021.

On February 12, the IT Director and IT Infrastructure Supervisor, made a presentation on the following topics; the current status of the GIS project, request for additional industrial control system (ICS) support, and current cybersecurity incidents.

A review of the scope of work relating to the GIS project issued to Larson Design Group (LDG) was discussed, and next steps to be taken for the Authority's GIS management. The Authority is developing a new scope of work to complete further needed workflow applications, and the development of the GIS management program. The program will define roles and responsibilities and prioritize a company-wide GIS project list. A follow-up meeting will be held in May to demonstrate the finished GIS portal, workflow applications, and management dashboards to both the IT and Engineering Committees.

The Authority is developing a scope of work to engage an engineering company to provide additional design-build resources for ICS control panels for the Groundwater Chemical Feed project, hold workshop meetings to create a punch-list and priority listing of ICS related issues, and to develop an ICS asset management program.

The reported cybersecurity component of the AWIA risk and resiliency project was briefly discussed. The report will function to identify areas of high risk and focus on the development of a resiliency plan.

In December 2020, a massive cybersecurity breach occurred impacting many US departments of the federal government. The Authority reviewed their system and reports no breach occurred.

Earlier in the month, a possible zero-day vulnerability was discovered by the manufacturer and recommended customers to update the device. The Authority reviewed their system and reports no updating was needed.

Earlier in the month, a Florida water utility SCADA system was hacked and briefly compromised. The Authority reviewed their system and verified that the reported faults in the Florida case were not mimicked by the Authority.

The Committee emphasized the importance to protect the Authority's SCADA System, and to focus the protection effort as an IT Division critical priority. A follow-up meeting will be scheduled to review the ICS security infrastructure.

On March 18, the IT Director, made a presentation on two proposals: a Geographic Information System (GIS) project proposal from Larson Design Group (LDG), and Industrial Control System (ICS) project proposal from Keystone Engineering Group.

The LDG GIS proposal builds upon the foundational geo-database and workflow applications, that was created from the 2019 GIS project. The proposed work will establish a steering committee to properly manage and administer the GIS program, develop further workflow applications, properly integrate applications to the enterprise geo-database, provide continued HUB support and application support, and integrate customer curb stops locations to geo-database.

One of the critical components of the project is the focus on “digitizing institutional knowledge” by maintaining standards, data governance, creating documentation, providing information management, and developing QA/QC administration processes to control the flow of work through a single GIS point of management. This will ensure the integrity of all developed GIS applications.

The Keystone ICS proposal includes the development of an ICS Asset Management Program (ICS-AMP) based on site visits to all the Authority's facilities, collecting inventory information and assessing the current state of the controls system. The proposal also includes design-build integration services for seven (7) ICS control panels for the Groundwater Chemical Feed project. The proposal concludes with an ICS cybersecurity assessment and recommendations, and diagrams of the network communication infrastructure and control equipment topology and hierarchy.

D. Resolution Awarding Professional Service Contract with Keystone Engineering Group for Control Systems Engineering

The Authority requested a proposal from Keystone Engineering Group (Keystone) for professional engineering services in connection with control systems design and build expertise, asset inventory management program, and system Industrial Control Systems (ICS) assessment. The proposal dated March 17, 2021, in the not to exceed amount of \$373,500.00, was reviewed by the Information Technology Director as set forth in a memorandum dated March 18, 2021, a copy of which was reviewed by the Members. This Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). Keystone completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. The Treasurer certified that sufficient funds are available in the 2021 Budget. Member Rotando offered the following resolution:

RESOLUTION NO. 36-21

RESOLUTION AWARDING PROFESSIONAL SERVICE CONTRACT WITH KEYSTONE
ENGINEERING GROUP FOR CONTROL SYSTEMS ENGINEERING

“COPY ANNEXED”

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

- E. Resolution Awarding Professional Service Contract with Larson Design Group for Engineering Services in connection with Workflow Applications, Development of Geographic Information System Management and Related Matters

The Authority requested a proposal from Larson Design Group (LDG) for professional engineering services in connection with workflow applications, development of geographic information system management and related matters. The proposal dated March 11, 2021, in the not to exceed amount of \$261,545.00, was reviewed by the Information Technology Director as set forth in a memorandum dated March 18, 2021, a copy of which was reviewed by the Members. This Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law). LDG completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. The Treasurer certified that sufficient funds are available in the 2021 Budget. Member Baldassari offered the following resolution:

RESOLUTION NO. 37-21

RESOLUTION AWARDING PROFESSIONAL SERVICE CONTRACT WITH LARSON DESIGN GROUP FOR ENGINEERING SERVICES IN CONNECTION WITH WORKFLOW APPLICATIONS, DEVELOPMENT OF GEOGRAPHIC INFORMATION SYSTEM MANAGEMENT AND RELATED MATTERS

"COPY ANNEXED"

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

F. Resolution Authorizing Use of Vendor through the Morris County Cooperative Pricing Council

The Authority is a participant in a Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council ("MCCPC"). The Members reviewed a memorandum from the Chief Financial officer dated March 11, 2021. The Authority wishes to purchase items from an authorized vendor under the MCCPC during the 2021 budget year. The purchase of work, materials and supplies through Cooperative Pricing Councils, such as the MCCPC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5). The cost is estimated not to exceed the amount stated in the memorandum and the Treasurer certified the availability of funds in the 2021 Budget. Member Chumer offered the following resolution:

RESOLUTION NO. 38-21

RESOLUTION AUTHORIZING USE OF VENDOR THROUGH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL

"COPY ANNEXED"

Member Marucci seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

G. Resolution Authorizing Use of Vendors through the New Jersey Cooperative Purchasing Program

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2021. The Authority wishes to purchase the items listed in in the memorandum from authorized vendors under the State of New Jersey Cooperative Purchasing Program 1-NJCP during the 2021 budget year. The purchases of goods and services by local contracting units through the State agency without advertising is authorized under Section 12 of the Local Public Contracts Law, N.J.S.A. 40A:11-12. The vendors have been awarded New Jersey State Contracts by the Division of Purchase and Property in the Department of Treasury. The costs are estimated not to exceed the amounts stated in the memorandum and the Treasurer certified the availability of funds in the 2021 Budget. Member Rotando offered the following resolution:

RESOLUTION NO. 39-21

RESOLUTION AUTHORIZING USE OF VENDORS THROUGH THE NEW JERSEY
COOPERATIVE PURCHASING PROGRAM

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

H. Resolution Authorizing Use of Vendors through the Educational Services Commission of New Jersey Cooperative Pricing System

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2021. The Authority is a participant in a Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative Pricing System ("ESCNJCPS"). The Authority wishes to purchase the items listed in the memo from authorized vendors under the ESCNJ CPS during the 2021 budget year. The purchase of work, materials and supplies through Cooperative Pricing Councils, such as the ESCNJ CPS, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5). The vendors listed in the memorandum have been awarded contracts by the ESCNJ CPS for and including the budget year 2021. The costs are estimated not to exceed the amounts stated in the memorandum and the Treasurer certified the availability of funds in the 2021 Budget. Member Rotando offered the following resolution:

RESOLUTION NO. 40-21

RESOLUTION AUTHORIZING USE OF VENDORS THROUGH THE EDUCATIONAL
SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING SYSTEM

"COPY ANNEXED"

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

I. Resolution Authorizing Use of Vendor through the Hunterdon County Educational Services Commission

The Members reviewed a memorandum from the Chief Financial Officer dated March 10, 2021. The Authority is a participant in a Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission ("HCESC"). The Authority wishes to purchase the item listed in the memorandum from an authorized vendor under the HCESC during the 2021 budget year. The purchase of work, materials and supplies through Cooperative Pricing Councils, such as the HCESC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5). The vendor listed in the memorandum has been awarded a contract by the HCESC for and including the budget year 2021. The cost is estimated not to exceed the amount stated in the memorandum and the Treasurer certified the availability of funds in the 2021 Budget. Member Rotando offered the following resolution:

RESOLUTION NO. 41-21

RESOLUTION AUTHORIZING USE OF VENDOR THROUGH THE HUNTERDON COUNTY
EDUCATIONAL SERVICES COMMISSION

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

J. Resolution Authorizing Extension of Contract for Laboratory Services for Water Testing of Ground Water and Industrial Waste Water for Garden State Laboratories, Inc.

The Authority entered into a contract dated July 1, 2017, with Garden State Laboratories, Inc. ("GSL"), for laboratory services for water testing of ground and industrial waste water, which contract was duly awarded and approved by resolution dated May 18, 2017 (the "Contract"). The Contract was for an initial term of one year with an option to renew by the Authority for up to four additional years under certain conditions as permitted by N.J.S.A. 40A:11-4.2 of the Local Public Contracts Law. The Contract was extended for a period of one year on April 26, 2018 at the same terms and conditions as set forth in the Contract along with a 2.5% increase in price or an increase of \$233.56 over the original contract, which amount can be deducted from the \$2,000 allowance in the original contract resulting in a maximum cost to the Authority of \$11,332.50. The contract was extended for an additional period of one

year on March 21, 2019 at the same terms and conditions, including price, as set forth above. The contract was extended for an additional period of one year on April 16, 2020 at the same terms and conditions, including price, as set forth above. The Water Quality Supervisor of the Authority has recommended that the Contract be extended for an additional period of one year. The Members of the Authority found, based upon a memorandum of the Water Quality Supervisor dated February 22, 2021, a copy of which was reviewed by the Members, that the services are being performed by GSL under the Contract in an effective and efficient manner. The extension will be on the same terms and conditions as set forth in the existing Contract along with a 2.5% increase in price over the original contract, which amount can be deducted from the \$2,000 allowance in the original contract resulting in a maximum cost to the Authority of \$11,332.50 covering an additional one year period. The Treasurer certified that there are sufficient funds available in the 2021 Budget for the portion to be expended in 2021; the portion to be expended in 2022 is subject to funds being available in the 2022 Budget. Member Baldassari offered the following resolution:

RESOLUTION NO. 42-21

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR LABORATORY SERVICES
FOR WATER TESTING OF GROUND WATER AND INDUSTRIAL WASTE WATER FOR
GARDEN STATE LABORATORIES, INC.

“COPY ANNEXED”

Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

K. Resolution Authorizing the Transfer of Funds between Budget Appropriations

The Members reviewed a memorandum dated March 9, 2021 from the Chief Financial Officer/Treasurer advising that there are certain budget line items in the 2020 Operating Budget that require additional funding and requesting that such balances be transferred from the various budget line items with balances to those requiring additional funds to balance, where such transfers are in the best interest of the Authority and the Water System. At the recommendation of the Authority's auditors, such transfers are to be formalized by resolution. Member Rotando offered the following resolution:

RESOLUTION NO. 43-21

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN BUDGET
APPROPRIATIONS

"COPY ANNEXED"

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci,
Rotando, Schimpf and Webster

NOES: None

- L. Resolution Approving Second Amendment to Water Supply Agreement
with Morris County Municipal Utilities Authority

The Authority and the Morris County Municipal Utilities Authority ("MCMUA") are parties to a certain Water Supply Agreement dated June 1, 2012, which agreement amended and superseded prior agreements dated September 10, 2002, December 20, 1984 and June 25, 1981 (the "2012 Agreement"). The Authority and MCMUA have agreed to amend the 2012 Agreement as set forth in a proposed Second Amendment to Water Supply Agreement, a copy of which was reviewed by the Members. Member Baldassari offered the following resolution:

RESOLUTION NO. 44-21

RESOLUTION APPROVING SECOND AMENDMENT TO WATER SUPPLY AGREEMENT
WITH MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci,
Rotando, Schimpf and Webster

NOES: None

- M. Resolution Awarding Contract to Primepoint LLC for Payroll and
Timekeeping Services and Related Matters

The Authority requested proposals for the provision of payroll and timekeeping services and related matters from multiple companies. Proposals were received from four vendors where product demonstrations were provided by three vendors; the fourth vendor failed to provide a demonstration in a timely manner. The proposals

have been reviewed by the Chief Financial Officer as set forth in a memorandum dated March 10, 2021, a copy of which memorandum was reviewed by the Members. Primepoint LLC ("Primepoint") submitted the most advantageous and responsive proposal for the providing of such services at a maximum amount of \$23,500.00. The contract is being awarded without public bidding as not exceeding the bidding threshold of \$44,000.00 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.). Primepoint completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. The Treasurer certified that funds are available. Member Chumer offered the following resolution:

RESOLUTION NO. 45-21

RESOLUTION AWARDING CONTRACT TO PRIMEPOINT LLC FOR PAYROLL AND
TIMEKEEPING SERVICES AND RELATED MATTERS

"COPY ANNEXED"

Member Baldassari seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

N. Resolution Authorizing Extension of Contract for Liquid Non-Hazardous Waste Removal

The Authority entered into a contract dated July 1, 2019, with Russell Reid Waste Hauling and Disposal Service Co., Inc., (the "Contractor"), for the contract entitled Liquid Non-Hazardous Waste Removal, which was duly awarded and approved by resolution dated May 16, 2019 (the "Contract"). The Contract was for an initial term of two years with an option to renew by the Authority for one additional year under certain conditions as permitted by N.J.S.A. 40A:11-15 of the Local Public Contracts Law. The Members reviewed a memorandum of the Water Quality Superintendent dated March 10, 2021 where it was recommended that the Contract be extended for a period of one year. The Members found that the services are being performed by the Contractor under the Contract in an effective and efficient manner. The extension will be on the same terms and conditions, including price, set forth in the existing Contract. The maximum cost to the Authority is \$85,750.00 per year for this extension. The Treasurer certified that there are sufficient funds available in the 2021 Budget for the portion to be expended in 2021; the portion to be expended in 2022 is

subject to funds being available in the 2022 Budget. Member Chumer offered the following resolution:

RESOLUTION NO. 46-21

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR LIQUID NON-
HAZARDOUS WASTE REMOVAL

"COPY ANNEXED"

Member Webster seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

O. Resolution Authorizing Services of Hanover Township Police Department

The Members reviewed a memorandum from the Executive Director dated March 11, 2021 stating that the Hanover Township Police Department has been providing extra duty officers at the Authority's Headquarters for additional security on an as needed basis where the cost to the Authority for the provision of these security services by the Hanover Township Police Department is estimated not to exceed \$44,000. The Treasurer certified that funds are available. Member Baldassari offered the following resolution:

RESOLUTION NO. 47-21

RESOLUTION AUTHORIZING SERVICES OF HANOVER TOWNSHIP POLICE
DEPARTMENT

"COPY ANNEXED"

Member Marucci seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

P. Resolution Authorizing Amendment to Professional Service Contract
with Genova Burns LLC for Professional Legal Services

The Authority has a need for special labor counsel and human resources services where Genova Burns, L.L.C. ("GB") agreed to the providing of such services at a maximum amount of \$40,000. The Authority entered into an agreement with GB dated January 1, 2021 (the "Agreement"). The parties have agreed to increase the total maximum not-to-exceed amount of the Agreement by \$33,000 to cover the cost of additional unanticipated services in connection with human resource matters. GB completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract. The Treasurer certified that funds are available. Member Webster offered the following resolution:

RESOLUTION NO. 48-21

RESOLUTION AUTHORIZING AMENDMENT TO PROFESSIONAL SERVICE CONTRACT
WITH GENOVA BURNS LLC FOR PROFESSIONAL LEGAL SERVICES

"COPY ANNEXED"

Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci,
Rotando, Schimpf and Webster

NOES: None

REPORTS

- A. Executive Director – February 2021
- B. Billing and Customer Service Division – February 2021
- C. Engineering Division – February 2021
- D. Finance Division – February 2021
- E. Information Technology Division – February 2021
- F. Operations Risk Management Division – February 2021
- G. Water Quality Division – February 2021

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

Chairman Huber stated that the following items on the agenda may be excluded from the portion of the meeting open to the public pursuant to the exceptions set forth in the Open Public Meetings Act. He then offered the following motion:

RESOLUTION NO. 49-21

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

"COPY ANNEXED"

Resolved that discussions of:

1. Contract negotiations with New Jersey Water Utilities United Local No. 1; and
2. Pending Litigation: Update regarding Order to Show Cause Application

be held in closed session pursuant to subsections 4 and 7 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and

Be it further resolved that since the discussions are to be conducted in closed session as permitted by the Act, and may involve questions of attorney/client privilege, it is not known at this time when, or if, the contents of the discussions may be disclosed.

Member Rotando seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Baldassari, Chumer, Kissil, Marucci, Rotando, Schimpf and Webster

NOES: None

There being no further business to be discussed in open session, the meeting adjourned at 7:40 PM.

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

ALEXIS BOZZA
Assistant Secretary

SUNSHINE LAW STATEMENT

Adequate notice of this meeting has been provided in accordance with the provisions of the "Open Public Meetings Act", in the following manner:

1. By posting a copy of the Annual Notice of the Authority's regular meetings (upon which this meeting is listed) on the Bulletin Board at the Authority's offices at 19 Saddle Road, Cedar Knolls, New Jersey, and by delivering copies of such notice for posting at similar public places in the municipal buildings of the Town of Morristown, the Townships of Hanover and Morris and the Borough of Morris Plains on February 3, 2021.

2. By delivering to, for filing, copies of the Annual Notice with the clerks of the Townships of Chatham, Harding, Mendham, Randolph and Parsippany-Troy Hills, the Boroughs of Florham Park, Madison and Wharton, and the County of Morris on February 3, 2021.

3. By delivering to, for filing, copies of the Annual Notice with the Daily Record, the Newark Star Ledger, and the Morris News Bee on February 3, 2021.



-  19 Saddle Road
Cedar Knolls, NJ 07927
-  (973) 326-6880
-  (973) 326-6864
-  customerservice@smcmua.org
-  smcmua.org

Resolution No. 34-21

RESOLUTION APPROVING CLOSED SESSION MINUTES

RESOLVED that the attached minutes of the Closed Session Meeting held on March 4, 2021, be and the same are hereby approved but withheld from public inspection and insertion in the regular Minute Book pending release for public disclosure pursuant to the provisions of the Open Public Meetings Act; and

BE IT FURTHER RESOLVED that the minutes be inserted in the Closed Session Minute Book of the Authority pending such disclosure.

ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

ALEXIS BOZZA, Assistant Secretary

MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.



ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 35-21

RESOLUTION AUTHORIZING PAYMENT OF MARCH 2021 LIST OF BILLS

BE IT RESOLVED that authorization is hereby granted to make payment of the following list of bills:

OPERATING FUND

Total Salary and Wages \$ 353,756.12

Total Operating Fund Checks and Wire Transfers \$ 1,044,554.07

CAPITAL FUND


Total Capital Fund Expenditures \$ 991,837.99

TOTAL OF MARCH 2021 LIST OF BILLS \$ 2,390,148.18

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$2,390,148.18) for payment of the resolution entitled Resolution Authorizing Payment of March 2021 List of Bills in the Authority's 2021 Budget.



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 36-21

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT
WITH KEYSTONE ENGINEERING GROUP FOR PROFESSIONAL ENGINEERING
SERVICES FOR CONTROL SYSTEMS ENGINEERING

WHEREAS, the Authority requested a proposal from Keystone Engineering Group (Keystone) for professional engineering services in connection with control systems design and build expertise, asset inventory management program, and system Industrial Control Systems (ICS) assessment; and

WHEREAS, the proposal dated March 17, 2021, in the not to exceed amount of \$373,500.00, was reviewed by the Information Technology Director as set forth in a memorandum dated March 18, 2021, a copy of which is annexed hereto; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, Keystone has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that sufficient funds are available in the 2021 Budget; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Keystone Engineering Group dated March 17, 2021, for professional engineering services in connection with control systems engineering, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$373,500.00.
2. The Executive Director be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of the Authority and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021



MEMORANDUM

TO: SMCMUA Board

FROM: Nicholas Buono, Information Technology Director

RE: Professional Engineering Services for Control Systems Engineering

DATE: March 18, 2021

CC: Laura Cummings, PE, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer

The Authority requested a proposal from Keystone Engineering Group (Keystone) for control systems design and build expertise, asset inventory management program, and system Industrial Control Systems (ICS) assessment.

The Authority has previously worked with Keystone, as CDM-Smiths partnering control systems engineering firm, on the Authority's Groundwater Chemical Feed System Upgrade project.

The goals of the project are to visit all of the Authority's locations to assess the state of the ICS for standardization of inventory, adherence to instrumentation and electrical code, and industry best practice. In addition, a steering committee of selected Authority staff and the Keystone program manager and technical support staff will be established to review the findings of the system assessment, and develop a prioritized strategy to plan, and budget the engineering solutions.

The scope of work includes four (4) tasks:

- Task 1: Perform Asset Inventory and Assessment of 40 ICS Locations
- Task 2: Develop Projects and Priorities thru an ICS Steering Committee
- Task 3: Design / Build Four Chemical Feed System RTU Control Panels
- Task 4: Review and Recommend Physical and Cybersecurity Design Considerations

Attached to this letter is the Authority's detailed scope of work to Keystone Engineering Group.

The Treasurer has certified that sufficient funds are available in the 2021 Capital Budget for the project. Table 1 provides a summary of costs and account allocation.

Table 1
Account Allocation

Description	Amount	Account Number	Account Name
Task 1: Asset Inventory and ICS Assessment	\$ 113,000	02-00-500-488	2021 Professional Services
Task 2: ICS Steering Committee (Define Project Priorities)	\$ 48,000	02-00-500-488	2021 Professional Services
Task 3: Design / Build 4 Chemical Feed Systems	\$ 182,500	02-00-500-488	2021 Professional Services
Task 4: Physical / Cyber-security Design	\$ 110,000	02-00-500-488	2021 Professional Services
Total	\$373,500		

Attachments



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

CONTROL SYSTEMS ENGINEERING SCOPE OF WORK

Project Scope

The intent of the project is to have a control system engineering firm develop an Industrial Controls System Asset Management Program (ICS-AMP) based on an assessment and inventory of the Authority's current program.

The project will consist of a combination of field site assessments, records review and meetings/workshops. The intent of the project is to evaluate the current state of the Authority's ICS and to develop a strategic ICS-AMP.

The following text presents the Authority's concept on the components of the project, where the

Authority will rely on the consulting firm's expertise to define the best practice approach.

Task 1: Perform Asset Inventory and Assessment of 40 ICS Locations

1. Field Site Visits
 - a. Headquarters Facility
 - b. Clyde Potts Water Treatment Plant (Control Room / Dam)
 - c. Eight (8) Booster Stations
 - d. 10 Well Stations
 - e. 3 Treatment Facilities
 - f. Five (5) Let Down Stations (Pits)
 - g. 12 Water Storage Tank Sites
2. The assets to be evaluated and included, but not limited to are:
 - a. PLC and RTU components
 - b. Evaluation of enclosure condition and proper NEMA rating
 - c. Wiring condition, labelling, size and color evaluation
 - d. Instrumentation

- Transmitters
 - Transducers
 - Controllers
 - Power monitoring devices
 - Relays
- e. Communication Devices (radios, ethernet switches, media converters, etc.)
 - f. UPS (uninterruptible power supply), battery, solar panels
 - g. Surge Suppression equipment

Deliverable: Develop a detailed asset inventory report to include an organized listing of the findings, such as Serial Number, Manufacturer, Year and/or year installed, consistency of equipment from site to site, adherence to standards, quantities, etc.

The report shall include an assessment to identify equipment as being supported by vendor and third-party integrators, and its lifecycle in the industry. The goal is to identify if the equipment being utilized by the Authority is approaching end of life and to identify a migration path. Based on the assessment, review and recommend based on standards/best practice and ICS critical failure points and operational requirements. The assessment will include identifying items that are not consistent with code and industry best practice. The assessment will be the basis of Task 2 on-going meetings.

The Authority will rely on the consulting firm's expertise to define the industry best practice for detailed inventory reports and approach, and assessment checklist.

Task 2: ICS Steering Committee (Develop Project List and Priorities)

The vision of the Authority is to engage a firm that will supply time and resources that the Authority is currently limited on, and to define a path to adopting ICS standards and best practice. Based upon the findings of the site visits and assessment, a "roadmap" document will be developed that will define the framework, strategic timeline, and defined budgets for projects to be developed over the next several years.

To best accomplish this multi-year strategic approach; an ICS Steering Committee will be created by the Authority with identified internal staff and Keystone staff to be members. The focus of the meetings will be to provide project updates and future planning.

Deliverable: Defined Schedule of Meetings and Requirements

1. Project Team and Support Resumes:
 - a. Program Manager – Instrumentation and Controls Engineer (PE)
 - b. Project Manager – Automation control expert (not necessarily a PE)
 - c. Field Technicians
2. Schedule
 - a. High-Level Project Schedule for all project tasks identified from the assessment
 - b. Identify monthly meetings with Program / Project Manager as project milestones
 - c. Four On-Site Meetings, and Eight Virtual Meetings
3. Based on site assessments and review meetings; identify and summarize comprehensive project tasks and budgets for future operating and capital budgets.
4. Define Project Tasks Categorization
Each project defined, will be classified into the following categories, where a given project may be classified into multiple categories.
 - a. New Projects Requiring ICS Engineering Design
 - Functional Specification
 - Logic Program Development
 - Panel Fabrication
 - b. New / Existing Projects Requiring Integration Services
 - c. Maintenance Services (including troubleshooting and applying corrections to the various components of the ICS)

Task 3: Design / Build Four Stations (Chemical Feed Remote Telemetry Unit (RTU))

1. Design and build Chemical Feed Systems Upgrade Project - ICS enclosures based on the CDM-Smith/Keystone specification and design for the following four stations:
 - a. Magyar Well
 - TANK FILL PANEL (2 TANKS) – Sodium Hydroxide
 - CHEM FEED CONTROL PANEL (2 PUMPS) – Sodium Hydroxide
 - CHEM FEED CONTROL PANEL (2 PUMPS) – Zinc Orthophosphate
 - b. Wing Well
 - TANK FILL PANEL (4 TANKS) – Sodium Hypochlorite / Ortho-Polyphosphate Blend

- CHEM FEED CONTROL PANEL (4 PUMPS) – Sodium Hypochlorite / Ortho-Polyphosphate Blend
 - c. Lidgerwood Well
 - CHEM FEED CONTROL PANEL (4 PUMPS) – Sodium Hypochlorite / Zinc Orthophosphate
 - d. Turnbull Well
 - CHEM FEED CONTROL PANEL (4 PUMPS) – Sodium Hypochlorite / Zinc Orthophosphate
2. All materials including programming software may be purchased by the Authority or consultant subject to approval, and upon review and design discussions per site.
 3. Keystone will develop and program control logic for the RTU units utilizing industrial automation control language (IEC61131-3). The Authority will be selecting Schneider Electric SCADAPACK as the RTU of choice. The logic program will address safety lockouts based on alarm events relating to the chemical feed system.
 4. Keystone will provide startup and construction management to assure system functionality. Keystone will provide support to the Authority in integrating to existing motor control RTU and SCADA system.

Deliverable:

1. Keystone will provide seven (7) ICS enclosures to be design, built, installed, and tested at four locations.
2. Keystone will provide the following documentation (as applicable) and media files, for each panel fabricated.
 - As-Builts
 - Board / Panel Layouts Diagrams
 - P&ID
 - Equipment List
 - Point to Point / Line Diagrams / Schematics
 - Loop Diagrams

- Control Logic Program
- Functional Description

Task 4 – Physical / Cybersecurity Design Considerations

1. Based on site assessments, Keystone will design and fabricate all enclosures with consideration for physical and cybersecurity measures if applicable. All designs to be reviewed by the Authority.
2. Provide high-level review of the Authority's current ICS cybersecurity measures, including the SCADA System and communication infrastructure diagrams.

Deliverable: Keystone will provide a cybersecurity assessment report, diagrams, and industry best practice recommendations.

CERTIFICATION OF VALUE IN EXCESS OF \$17,500 (PAY-TO-PLAY LAW)

The undersigned hereby certifies that the maximum amount of the contract to be awarded to Keystone Engineering Group for professional engineering services in connection with control systems engineering exceeds \$17,500.



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2021 Budget for payment of a professional service contract with Keystone Engineering Group for professional engineering services in connection with control systems engineering. The total maximum amount of this contract will not exceed \$373,500.00. This item will be charged to Account No. 02-00-500-488 (Professional Engineering Services).



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 37-21

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL SERVICE CONTRACT
WITH LARSON DESIGN GROUP FOR PROFESSIONAL ENGINEERING SERVICES IN
CONNECTION WITH WORKFLOW APPLICATIONS, DEVELOPMENT OF GEOGRAPHIC
INFORMATION SYSTEM MANAGEMENT AND RELATED MATTERS

WHEREAS, the Authority requested a proposal from Larson Design Group (Keystone) for professional engineering services in connection with workflow applications, development of geographic information system management and related matters; and

WHEREAS, the proposal dated March 11, 2021, in the not to exceed amount of \$261,545.00, was reviewed by the Information Technology Director as set forth in a memorandum dated March 18, 2021, a copy of which is annexed hereto; and

WHEREAS, this Contract is being awarded without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, LDG has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, the Treasurer has certified that sufficient funds are available in the 2021 Budget; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Moggio, C.M.F.O., Q.P.A.

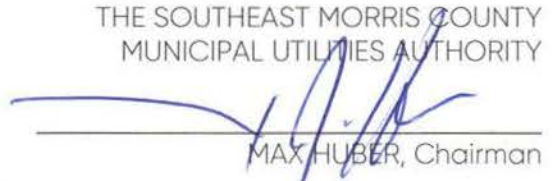
NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal of Larson Design Group dated March 11, 2021, for professional engineering services in connection with workflow applications, development of geographic information system management and related matters, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$261,545.00.
2. The Executive Director be and is hereby authorized and directed to execute a Professional Service Contract on behalf of the Authority.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution shall be filed in the office of the Secretary of the Authority and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021



MEMORANDUM

TO: SMCMUA Board

FROM: Nicholas Buono, Information Technology Director

RE: Professional Engineering Services for Workflow Applications, Development of Geographic Information System Management and Related Matters

DATE: March 18, 2021

CC: Laura Cummings, PE, Executive Director
Charles Maggio, CMFO, QPA, Chief Financial Officer

The Authority requested a proposal from Larson Design Group (LDG) for the next phase of Geographic Information System (GIS) workflow applications and program administration and management. This second phase builds upon the infrastructure foundation, enterprise geodatabase, and applications as developed by LDG from the 2019 GIS contract.

The goals of this project is to develop a GIS Administration Program to manage updates, QA/QC procedures, documentation and standard operating procedure (SOP) development, and to define a strategic approach to selecting and developing further workflow applications, through a steering committee of selected Authority staff and the LDG program manager and technical support staff. Other tasks covered, are scheduled workshops and project meetings, continued support and development of the Authority's HUB program, further development of the utility network, and geo-coding the Authority's over 17,000 curb stops.

The scope of work includes five (5) tasks:

- Task 1: Program / Project / Database Management
- Task 2: Application / Workflow Enhancement
- Task 3: Hub Support / Existing Workflows Support / IT Support / Documentation / Data Migration
- Task 4: Application and Workflow "Pre-requisites" / Utility Network
- Task 5: Asset Geo-coding of Curb Stops

Attached to this letter is the relevant proposal section from Larson Design Group.

The Treasurer has certified that sufficient funds are available in the 2021 Capital Budget for the project. Table 1 provides a summary of costs and account allocation.

Table 1
Account Allocation

Description	Amount	Account Number	Account Name
Task 1: Program / Database Management	\$90,530	02-00-500-488	2021 Professional Services
Task 2: Application / Workflow Development	\$75,420	02-00-500-488	2021 Professional Services
Task 3: Continued HUB Support / Documentation	\$35,520	02-00-500-488	2021 Professional Services
Task 4: Utility Network / Application Pre-requisites	\$34,725	02-00-500-488	2021 Professional Services
Task 5: Curb Stops / Data Collection (Option C)	\$25,350	02-00-500-488	2021 Professional Services
Total	\$261,545		

Task 1 – Program / Project / Database Management:

1.1 Program Manager

The GIS Program Manager is responsible for developing and implementing the Geographic Information System (GIS) program in support of SMCMUA projects, programs, resource management plans, and strategic priorities including, but not limited to:

- Coordination and oversee bi-weekly GIS Steering Committee meetings.
- Agenda / minutes / and after-action reports to keep GIS Steering Committee informed and tasks on track.
- Contributions from Larson Design Group (LDG) Water Engineer to guide conversations that address industry specific GIS workflows, calculations, or other specific needs.
- Review and update of SMCMUA Implementation Plan, refining priorities of short-, medium-, and long-term activities, and projects required to SMCMUA staff and departments.
- Contribute to the annual work program, operating forecasts, and capital budgets associated with the GIS program.
- Lead in all aspects relating to GIS program development and implementation with an emphasis on geospatial database development, short-, medium-, and long-term project support, grant support, and project management.
- Work in collaboration with appropriate agencies and organizations, foster data acquisition, and sharing relationships for improving GIS data sources; including internal data sources and external web data.
- Effectively communicate progress and results through bi-weekly status reports and presentations to the SMCMUA leadership team.

We will plan for 3 in-person meetings throughout the year. To make these in-person visits cost effective, we will coordinate visits with training and requirement gathering tasks.

1.2 Database Management

The Sr. GIS Analyst will perform database administrator and data governance functions such as updates and schema changes to base, versioning, permissions, and roles. The Sr. GIS Analyst will also handle the administrative functions for reconciling differences between versions, posting versions up to the default database, and compressing the size of the database before performance issues, should they arise.

1.3 Project Management

The Program Manager / Sr GIS Analyst will coordinate office and field activities to keep tasks on track and on budget; as well as driving the project forward, coordinating with SMCMUA staff, steering committee, and other relevant stakeholders.

1.4 Data Governance / Standards / Documentation

The Program Manager, with support from LDG and SMCMUA staff, will document processes and standards related to infrastructure, workflows, and data governance. We will document database elements, changes, and enhancements to the database(s). We will define roles for use, access, and permissions across the ArcGIS platform to setup and perform tasks. LDG will work with SMCMUA to recommend and define QA / QC actions that should be taken across the platform (desktop, Web, and Server). This will help enforce the accuracy and integrity of the information. We will also document the existing ArcGIS architecture configurations and document changes and enhancement to that architecture. We will create general outlines for where and how GIS will be used. LDG understands that the SMCMUA staff will want to learn, grow, and develop the skills required to build-out and administer GIS workflows. LDG will help train and support staff and set up a sandbox environment where SMCMUA staff can launch solutions, configure apps, and demo ArcGIS applications and software. This will hopefully promote learning and engagement while providing a safe environment to test and refine skills.

Task 2 – Application / Workflow Enhancement

2.0 Application Development / Workflow enhancement

LDG will organize and coordinate a workshop to prioritize and define the top 2 to 3 workflows and applications that will make the biggest impact. We will work with SMCMUA staff to understand the existing workflows then determine what applications, automation, and scripts might be able to be added to enhance those workflows. We will present our ideas and options to the steering committees and address issues and recommendations before initial developing.

Process for workflow and application development.

- Understand existing workflows.
- Identify what GIS applications, automation, tasks, and scripts can be added to enhance workflows.
- Present options to steering committee.
- Address concerns and recommendations
- Create database, workflow, and applications from steering committee recommendations / outside of production environment.
- Testing by SMCMUA staff / further recommendations and refinement of the applications and workflows
- 2nd iteration of workflow and applications / tweak database and applications / testing by SMCMUA staff
- Final iteration: Migrate data and database elements to the enterprise environment / define the data governance for the database and applications.
- Final testing / QA -QC components of the workflows
- Training and Documentation

Task 3: - Hub Support / Existing Workflows Support / IT Support / Documentation / Data Migration

3.1 Hub – Existing Workflow Support

GIS Technician / Analyst will work with SMCMUA staff to troubleshoot issues and adjust existing applications and workflows; addressing any needs or concerns that arise.

3.2 Hosting Server / Updates

LDG IT /System Architect will update server/ portal / web adaptor and assess the need for a datastore / hosting server for on demand and responsive services. If the need is determined, LDG System Architect will help determine if this is an on-premises or cloud-based deployment and help spec-out system and network requirements for this deployment.

3.3 Documentation

Various LDG staff will update and compile all relevant documentation for the server setup and administration, database administration, field data collection, and workflows.

3.4 Data Migration

LDG will work with SMCMUA staff to migrate relevant legacy engineering data over to the enterprise geodatabase. SMCUA staff will review legacy data and flag the relevant files that will need to be migrated. LDG Analysts and Techs will migrate data to the appropriate feature dataset and modify attributes to fit the enterprise schema. If a new feature is needed, we will create and migrate the attributes to fit the existing data model.

Task 4: Application and Workflow “Pre-requisites” / Utility Network.

4.0 Utility Network / Pre-Requisites

GIS Technicians and Analysts will prep the data / database and build out any networks that may be required to address applications and workflows mentioned in Task 2. We will prepare the data, test, and migrate information to the enterprise system. Just like the prep time for the applications and workflows, we will meet with SMCMUA staff and steering committee to determine the level of the network and the functionality that SMCMUA would like to achieve. We will work off recommendations from the steering committee to build out a comprehensive network or address other pre-requisites to fit the Authorities immediate needs and future wants.

Task 5: Field Tasks (Options)

The field tasks associated with Task 5 will be locating curb stops for 17,000 connections. The field location for these assets will not require survey grade staff or equipment. We will look to use Bluetooth GPS and a quick-capture application to locate all assets (X,Y) to submeter, within 3 feet. We will pick up buried features as well as cracked and broken caps as attributes. Since the accuracy requirements are less rigid, we can take advantage of junior staff or interns that are overseen by one of our more experienced Party Chiefs. There will be some metal detection work and exploratory component to older residential

neighborhoods where assets may have been buried. Our GIS Technician will prepare the data and metadata fields for collection. They will also create the lateral lines for all curb stops to main / Curb stop to customer point. We will modify the lateral line schema to prepare the data for future uses around plumber inspections and lead replacements. The end goal of the field efforts is to have data prepped and prepared for Esri's utility network creation.

Option A

Option A will use a Sr. Party Chief to train and work with 3 interns / junior staff on GPS locations, tablets, and metal detector / exploration tasks. The Sr. Party Chief will spend the first 2 weeks on site and then check in every other week but will be available to answer questions and help guide decision making. The Sr. Party Chief will coordinate tasks and field activities to collect features in the most efficient way possible. It is estimated Option A would take roughly 3 months to finish.

Option B

Option B will use a Sr. Party Chief to train and work with 1 intern / junior staff on GPS locations, tablets, and metal detector / exploration tasks. In this option, we would propose 1 intern take advantage of 2 SMCMUA staff. The Sr. Party Chief will spend the first 2 weeks on site and then check in every other week but will be available to answer questions and help guide decision making. The Sr. Party Chief will coordinate tasks and field activities to collect features in the most efficient way possible. Option B could take 3 months to finish but would require SMCMUA field staff to be designated to the collection and exploratory efforts.

Option C

Option C will not require field data collection. Our GIS Technician and Analyst would generalize the "network features" off of the customer point. This would give the ability to generalize the system and network. We would use this generalization to build the system out into a utility network to perform isolation traces and push out advisories. This would get the utility network, applications, and workflows set up but would not give the physical location of the curb stops. We would be able to have this up and running in a few weeks.

Note: Since this option would be generalized, customers at intersecting lines would still need to be verified. We would have to make assumptions and refine when better data would be available. An example of an assumption would be, "Connection always at the front of the house."

Timeline / Critical Path (Orange Designates Critical Path)

Task	Description	Start Date	Completion Date
0	Notice to Proceed	March 18th / 2021	March 17th / 2022
1.1	Program Management	March 18th / 2021	March 17th / 2022
1.2	Database Management	March 18th / 2021	March 17th / 2022
1.3	Project Management	March 18th / 2021	March 17th / 2022
1.4	Standards / Data Governance	March 18th / 2021	March 17th / 2022
2.1	Application / Workflow 1	April 15th	June 15th
2.2	Application / Workflow 2	April 15th	June 15th
3.1	Hub / Workflow Support	March 18th / 2021	March 17th / 2022
3.3	Documentation	March 18th / 2021	March 17th / 2022
3.4	Data Migration	June 1st	July 31st
5	Field Work	May 20th	Aug 20th
3.2	Server Upgrades	June 1st	July 1st
4	Utility Network	July 15th	Sept. 15th
2.3	Application / Workflow 3	October 1st	March 17th / 2022

Project by Task

Task	Description	Labor Cost	Non-Labor Cost	Total
Task 1	Program / Database Management	\$87,022.00	\$3,508.00	\$90,530.00
Task 2	Application / Workflow Development	\$75,420.00		\$75,420.00
Task 3	Continued Support / Documentation	\$35,520.00		\$35,520.00
Task 4	Utility Network / Application Pre-requisites	\$34,725.00		\$34,725.00
Task 5	Curb stops / Data Collection			
A.	Sr. Party Chief / 3 Interns	\$93,560.00	\$9,836.00	\$103,396.00
B.	Sr. Party Chief / Intern / 2 SMCMUA	\$48,200.00	\$9,836.00	\$58,036.00
C.	Generalized off of Customer / for network	\$25,350.00		\$25,350.00
Total A		\$326,247.00	\$13,344.00	\$339,591.00
Total B		\$280,887.00	\$13,344.00	\$294,231.00
Total C		\$258,037.00	\$3,508.00	\$261,545.00

Task by Hours

		GIS			Engineering	IT	Admin	Field Work				
		GIS Tech	GIS Analyst	Sr. GIS Analyst / Manager	Engineer	System Architect	Administrative Assistant/Writer	Tech / Intern	Sr. Party Chief	Manager		
	Rate	75	100	130	160	115	71	40	77	145		
Task	Description											
Task 1	Program Management			97	96		52					
	Project Management			96	18							
	Database Management			80								
	Standards / Data Governance / Documentation		60	122		40	40			20		
Task 2	Application / Workflow Development	380	325	100			20					
Task 3	Continued Support / Enterprise Tasks											
	Hub / Existing Workflows	50	80									
	Server Upgrade / Hosting Server					90						
	Update and Finalize Documentation		10	40		20	20					
	Data Migration	20	20									
Task 4	Utility Network / Pre-Requisites for App. Dev	85	225	45								
Task 5	Curbstop Collection / Options											
	A: Field Collection (LDG)	100		10				1700	180	20		
	B: Field Collection (LDG + SMCMA)	100		10				566	180	20		
	C: Customer Generalization for Utility Network	190	72	30								
												Totals:
	Total Hours: Option A	635	720	570	114	150	132	1700	180	40		4241
	Total Hours: Option B	635	720	570	114	150	132	566	180	40		3107
	Total Hours: Option C	725	792	590	114	150	132			20		2523
	Labor: Option A	\$47,625.00	\$72,000.00	\$74,100.00	\$18,240.00	\$17,250.00	\$9,372.00	\$68,000.00	\$13,860.00	\$5,800.00		\$326,147.00
	Labor: Option B	\$47,625.00	\$72,000.00	\$74,100.00	\$18,240.00	\$17,250.00	\$9,372.00	\$22,640.00	\$13,860.00	\$5,800.00		\$280,887.00
	Labor: Option C	\$54,375.00	\$79,200.00	\$76,700.00	\$18,240.00	\$17,250.00	\$9,372.00			\$2,900.00		\$236,037.00

CERTIFICATION OF VALUE IN EXCESS OF \$17,500 (PAY-TO-PLAY LAW)

The undersigned hereby certifies that the maximum amount of the contract to be awarded to Larson Design Group for professional engineering services in connection with workflow applications, development of geographic information system management and related matters exceeds \$17,500.



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2021 Budget for payment of a professional service contract with Larson Design Group for professional engineering services in connection with workflow applications, development of geographic information system management and related matters. The total maximum amount of this contract will not exceed \$261,545.00. This item will be charged to Account No. 02-00-500-488 (Professional Engineering Services).



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 38-21

RESOLUTION AUTHORIZING USE OF VENDOR UNDER THE
MORRIS COUNTY COOPERATIVE PRICING COUNCIL

WHEREAS, the Authority is a participant in a Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council ("MCCPC"); and

WHEREAS, the Authority wishes to purchase the item listed in Exhibit "A" from authorized vendor under the MCCPC during the 2021 budget year; and

WHEREAS, the purchase of work, materials and supplies through Cooperative Pricing Councils, such as the MCCPC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5); and

WHEREAS, the vendor listed in Exhibit "A" attached hereto has been awarded a contract by the MCCPC for and including the budget year 2021; and

WHEREAS, the cost is estimated not to exceed the amount stated; and

WHEREAS, the Treasurer of the Authority has certified the availability of funds for this contract in the 2021 Budget;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the vendor listed in Exhibit "A" be awarded the contract set forth for the budget year 2021.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

Exhibit "A"

CONTRACT	VENDOR	ITEMS	AMOUNT
47	RIO Supply Inc.	Water Meters/Data Recorders & Radio Frequency Meter Interface Units	\$75,000

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2021 Budget to purchase work, materials and supplies from the vendor listed below through the Morris County Cooperative Pricing Council in 2021. The cost is estimated not to exceed the amount stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXPIRATION DATE	BUDGET ACCT #	ACCOUNT NAME	AMOUNT BUDGETED FOR THIS EXPENDITURE	AMOUNT REQUESTED FOR THIS CONTRACT
#47	RIO Supply Inc	Water Meters/ Data Recorders & Radio Frequency Meter Interface Units	12/31/2021	02-00-500-998	Meters and Services (Large Meters)	\$100,000	\$75,000



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
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customerservice@smcmua.org
smcmua.org

Resolution No. 39-21

RESOLUTION AUTHORIZING USE OF VENDORS UNDER THE
STATE OF NEW JERSEY COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Authority wishes to purchase the items listed in Exhibit "A" from authorized vendors under the State of New Jersey Cooperative Purchasing Program 1-NJCP during the 2021 budget year; and

WHEREAS, the purchases of goods and services by local contracting units through the State agency without advertising is authorized under Section 12 of the Local Public Contracts Law, N.J.S.A. 40A:11-12; and

WHEREAS, the vendors have been awarded New Jersey State Contracts by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the contract costs are estimated not to exceed the amounts stated; and

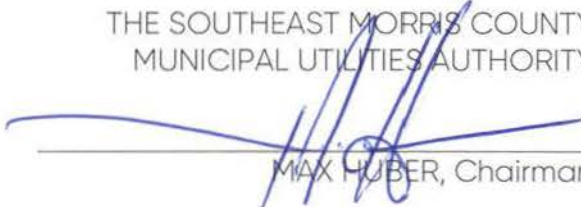
WHEREAS, the Treasurer of the Authority has certified the availability of funds for these contracts in the 2021 Budget;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the vendors listed in Exhibit "A" be awarded the contracts set forth for the budget year 2021.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: February 1, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

Exhibit "A"

CONTRACT	VENDOR	ITEMS	AMOUNT
00656 & 89968, 88796	Ocean Computer Group	Cybersecurity	\$45,000
M0003/89849	CDW Group	Software	\$3,300

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2021 Budget to purchase work, materials and supplies from the vendors listed below through the State of New Jersey Cooperative Purchasing Program 1-NJCP in 2021. The costs are estimated not to exceed the amounts stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXPIRATION DATE	BUDGET ACCT #	ACCOUNT NAME	AMOUNT BUDGETED FOR THIS EXPENDITURE	AMOUNT REQUESTED FOR THIS CONTRACT
00656 & 89968, 88796	Ocean Computer Group	Cybersecurity	12/31/2021	02-12-400-620	IT - Cyber Security	\$57,300	\$45,000
M0003/ 89849	CDW Group	Software	12/31/2021	02-12-400-603	IT- Software	\$14,000	\$3,300


CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
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Resolution No. 40-21

RESOLUTION AUTHORIZING USE OF VENDORS UNDER THE
EDUCATIONAL SERVICES COMMISSION OF
NEW JERSEY COOPERATIVE PRICING SYSTEM

WHEREAS, the Authority is a participant in a Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative Pricing System ("ESCNJCPS"); and

WHEREAS, the Authority wishes to purchase the items listed in Exhibit "A" from authorized vendors under the ESCNJCPs during the 2021 budget year; and

WHEREAS, the purchase of work, materials and supplies through Cooperative Pricing Councils, such as the ESCNJCPs, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5); and

WHEREAS, the vendors listed in Exhibit "A" attached hereto have been awarded contracts by the ESCNJCPs for and including the budget year 2021; and

WHEREAS, the costs are estimated not to exceed the amounts stated; and

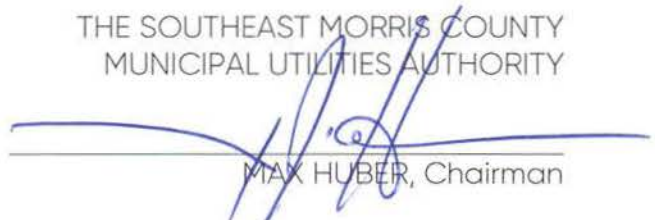
WHEREAS, the Treasurer of the Authority has certified the availability of funds for these contracts in the 2021 Budget;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the vendors listed in Exhibit "A" be awarded the contracts set forth for the budget year 2021.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

Exhibit "A"

CONTRACT	VENDOR	ITEMS	AMOUNT
18/19-03	CDW-G	Hardware	\$14,000
18/19-03	CDW-G	Cyber Security	\$12,000
18/19-03	CDW-G	Licensing and Service Agreements	\$25,000
18/19-03	CDW-G	Software	\$10,500

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2021 Budget to purchase work, materials and supplies from the vendors listed below through the Educational Services Commission of New Jersey Cooperative Pricing System in 2021. The costs are estimated not to exceed the amounts stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXPIRATION	BUDGET ACCT #	ACCOUNT NAME	AMOUNT BUDGETED	AMOUNT REQUESTED
18/19-03	CDW-G	Hardware	12/31/2021	02-12-400-602	IT: Hardware	\$14,000	\$14,000
18/19-03	CDW-G	Cyber Security	12/31/2021	02-12-400-620	IT - Cyber Security	\$12,000	\$12,000
18/19-03	CDW-G	Licensing and Service Agreements	12/31/2021	02-12-400-604	IT: Licensing and Service Agreements	\$25,000	\$25,000
18/19-03	CDW-G	Software	12/31/2021	02-12-400-603	IT: Software	\$10,500	\$10,500


CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



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Cedar Knolls, NJ 07927
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Resolution No. 41-21

RESOLUTION AUTHORIZING USE OF VENDOR UNDER THE
HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION

WHEREAS, the Authority is a participant in a Cooperative Pricing Agreement with the Hunterdon County Educational Services Commission ("HCESC"); and

WHEREAS, the Authority wishes to purchase the item listed in Exhibit "A" from authorized vendor under the HCESC during the 2021 budget year; and

WHEREAS, the purchase of work, materials and supplies through Cooperative Pricing Councils, such as the HCESC, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5); and

WHEREAS, the vendor listed in Exhibit "A" attached hereto has been awarded a contract by the HCESC for and including the budget year 2021; and

WHEREAS, the cost is estimated not to exceed the amount stated; and

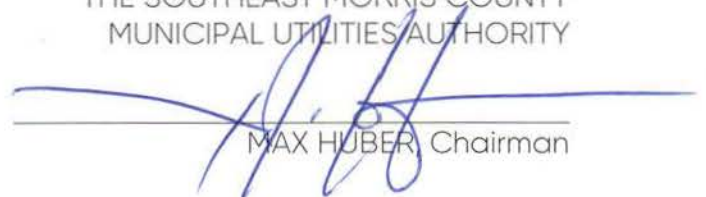
WHEREAS, the Treasurer of the Authority has certified the availability of funds for this contract in the 2021 Budget;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the vendor listed in Exhibit "A" be awarded the contract set forth for the budget year 2021.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

Exhibit "A"

CONTRACT	VENDOR	ITEMS	AMOUNT
203	Hogan Security Group	Mechanical & Electronic Door Locking Systems, Doors & Related Products	\$40,000

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2021 Budget to purchase work, materials and supplies from the vendor listed below through the Hunterdon County Educational Services Commission in 2021. The cost is estimated not to exceed the amount stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXPIRATION DATE	BUDGET ACCT #	ACCOUNT NAME	AMOUNT BUDGETED FOR THIS EXPENDITURE	AMOUNT REQUESTED FOR THIS CONTRACT
203	Hogan Security Group	Mechanical & Electronic Door Locking Systems, Doors & Related Products	7/6/2022	02-00-500-460	2019 Facility Improvements- Sec Equip	\$25,000	\$40,000



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
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Resolution No. 42-21

RESOLUTION AUTHORIZING CONTRACT EXTENSION FOR LABORATORY SERVICES
FOR WATER TESTING OF GROUND AND INDUSTRIAL WASTE WATER WITH
GARDEN STATE LABORATORIES, INC.

WHEREAS, the Authority had entered into a contract dated July 1, 2017, with Garden State Laboratories, Inc. ("GSL"), for laboratory services for water testing of ground and industrial waste water, which contract was duly awarded and approved by resolution dated May 18, 2017 (the "Contract"); and

WHEREAS, the Contract was for an initial term of one year with an option to renew by the Authority for up to four additional years under certain conditions as permitted by N.J.S.A. 40A:11-4.2 of the Local Public Contracts Law; and

WHEREAS, the Contract was extended for a period of one year on April 26, 2018 at the same terms and conditions as set forth in the Contract along with a 2.5% increase in price or an increase of \$233.56 over the original contract, which amount can be deducted from the \$2,000 allowance in the original contract resulting in a maximum cost to the Authority of \$11,332.50; and

WHEREAS, the contract was extended for an additional period of one year on March 21, 2019 at the same terms and conditions, including price, as set forth above; and

WHEREAS, the contract was extended for an additional period of one year on April 16, 2020 at the same terms and conditions, including price, as set forth above; and

WHEREAS, the Water Quality Supervisor of the Authority has recommended that the Contract be extended for an additional period of one year; and

WHEREAS, the Members of the Authority hereby find, based upon a memorandum of the Water Quality Supervisor dated February 22, 2021, a copy of which is annexed hereto, that the services are being performed by GSL under the Contract in an effective and efficient manner; and

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

WHEREAS, the extension will be on the same terms and conditions as set forth in the existing Contract along with a 2.5% increase in price over the original contract, which amount can be deducted from the \$2,000 allowance in the original contract resulting in a maximum cost to the Authority of \$11,332.50 covering an additional one year period; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2021 Budget for the portion to be expended in 2021; the portion to be expended in 2022 is subject to funds being available in the 2022 Budget; and

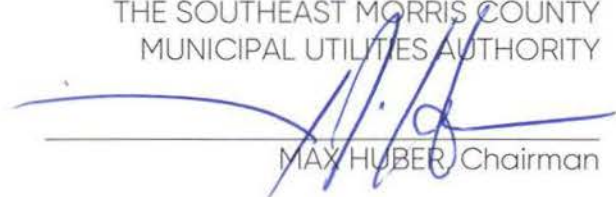
NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. The term of the Contract dated July 1, 2017 (extended on April 26, 2018, March 21, 2019, and again on April 16, 2020), between the Authority and Garden State Laboratories, Inc., be and the same is hereby extended for a period of one year as provided in the Contract and permitted by the Local Public Contracts Law, N.J.S.A. 40A:11-4.2;
2. The extension shall be on the same terms and conditions as set forth in the existing Contract along with a 2.5% increase in price over the original contract, which amount can be deducted from the \$2,000 allowance in the original contract resulting in a maximum cost to the Authority of \$11,332.50 covering an additional one year period, which Contract was initially awarded by the Authority by resolution duly adopted on May 18, 2017;
3. The Chairman or Vice Chairman and Secretary or Assistant Secretary be and they are hereby authorized and directed to execute and deliver the extension agreement or other document as may be required, and approved by the General Counsel, in order to effectuate the intent of this resolution.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021



MEMORANDUM

TO: Laura Cummings, PE, Executive Director

FROM: Clare Peragine, Water Quality Supervisor

RE: Laboratory Services for Water Testing of Ground and Industrial Waste Water

DATE: February 22, 2021

Garden State Laboratories, Inc. (GSL) currently has a contract to perform the work required in accordance with the above referenced contract. The original contract, awarded by Resolution No. 53-17 on May 18, 2017 was for one year and has subsequently been extended as permitted under the Local Public Contracts Law. This contract will expire on July 1, 2021.

Pursuant to the provisions of the contract, I have determined that the services provided by Garden State Laboratories, Inc., are being performed in an effective and efficient manner and recommend extending the contract term for an additional year at the same terms and conditions, including price. Cindy Brandecker of GSL has submitted notification of their intent to extend the current contract.

The contract total of \$11,332.50 will be charged to Water Quality Budget Account No. 02-75-400-601. The Treasurer has certified that sufficient funds are available in the 2021 Budget for the portion of the contract to be expended in 2021; the portion to be expended in 2022 will be subject to funds being allocated in the 2022 Budget.

If approved, a contract extension document will be prepared and forwarded to Garden State Laboratories, Inc., for execution.

TREASURER'S CERTIFICATION

I hereby certify funds are available for payment of a contract extension with Garden State Laboratories, Inc., for laboratory services for water testing of ground and industrial waste water. The total maximum amount of this contract will not exceed \$11,332.50. This item will be charged to Account No. 02-75-400-601 (Water Quality Budget) as follows:

1. In 2021, funds are available in the amount of \$6,966.25; and
2. In 2022, funds will be available in the amount of \$4,366.25, subject to the approval of the 2022 Budget.



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



- 19 Saddle Road
Cedar Knolls, NJ 07927
- (973) 326-6880
- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

Resolution No. 43-21

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2020 OPERATING BUDGET APPROPRIATIONS

WHEREAS, the Authority's Chief Financial Officer/Treasurer has advised that there are certain budget line items in the 2020 Operating Budget that require additional funding; and

WHEREAS, the Chief Financial Officer/Treasurer has requested that such balances be transferred from the various budget line items with balances to those requiring additional funds to balance; and

WHEREAS, it appears that such transfers are in the best interest of the Authority and the Water System;

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the following transfers within the 2020 Operating Budget totaling \$307,500.00 are hereby approved:

Budget Transfers for 2020 Operating Budget

<u>Budget Line Item</u>	<u>Title</u>	<u>Amount</u>
Transfer To:		
02-40-550-628	HEALTH SAFETY & SECURITY: HSS Services	\$15,000.00
02-40-550-690	HEALTH SAFETY & SECURITY: Equipment	\$5,000.00
02-10-400-607	Admin - Consultant - Personnel	\$75,000.00
02-12-400-601	IT: Managed Services	\$500.00
02-12-400-602	IT: Hardware	\$20,000.00
02-12-400-603	IT: Software	\$5,000.00
02-12-400-627	IT: Communications - Telephone	\$500.00
02-12-400-628	IT: Communications - Cellular	\$25,000.00
02-12-400-635	IT: Communications - Cable	\$250.00

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
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Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

Budget Transfers for 2020 Operating Budget

<u>Budget Line Item</u>	<u>Title</u>	<u>Amount</u>
Transfer To:		
02-12-400-638	IT: SCADA Control	\$10,000.00
02-12-400-693	IT: Communications - Radios	\$10,000.00
02-20-400-607	STATUT: Medical Insurance - Retirees	\$5000.00
02-50-400-605	OPERATIONS - Paint and Supplies	\$2,000.00
02-50-400-615	OPER: Dues/Conference/Training	\$3,000.00
02-50-400-621	OPER: Water Purchased	\$65,000.00
02-50-400-628	OPER: General Expenses	\$10,000.00
02-50-400-641	OPERATIONS - Facility Maintenance	\$7,000.00
02-50-400-691	OPERATIONS- Equipment Rentals & Services	\$30,000.00
02-60-400-631	TRANS: Vehicle & Equip - Other	\$9,500.00
02-60-400-690	TRANS: Equip&Tool Repair/Repla	\$750.00
02-70-400-638	TREAT: Monitor & Control	\$500.00
02-70-400-640	TREAT: Liquid Waste Removal	\$6,000.00
02-75-400-652	WATER QUALITY: Service Contracts	\$2,500.00
	Total	<u>\$307,500.00</u>
Transfer From:		
02-50-400-622	OPER: Energy Costs	<u>\$307,500.00</u>
	Total	<u>\$307,500.00</u>

AND BE IT FURTHER RESOLVED that the Chief Financial Officer/Treasurer be and is hereby authorized and directed to take whatever actions are necessary or convenient to effectuate the provisions of this Resolution and the transfers hereby approved.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
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Resolution No. 44-21

RESOLUTION APPROVING SECOND AMENDMENT TO WATER SUPPLY AGREEMENT
WITH THE MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

WHEREAS, the Authority and the Morris County Municipal Utilities Authority ("MCMUA") are parties to a certain Water Supply Agreement dated June 1, 2012, which agreement amended and superseded prior agreements dated September 10, 2002, December 20, 1984 and June 25, 1981 (the "2012 Agreement"); and

WHEREAS, the Authority and MCMUA have agreed to amend the 2012 Agreement as set forth in a proposed Second Amendment to Water Supply Agreement dated as of March 19, 2021, a copy of which is annexed hereto as Exhibit "A" (the "Amendatory Agreement");

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

1. The proposed Second Amendment to Water Supply Agreement between the Authority and the Morris County Municipal Utilities Authority be and the same is hereby approved substantially in the form annexed hereto as Exhibit "A"; together with such changes or modifications, if any, as shall be approved by the Chairman or Vice Chairman with the advice of the General Counsel; the execution of such agreement by the Chairman or Vice Chairman with any such changes or modifications to be conclusive proof of such approval;

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.


Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

2. The proper officers of the Authority be and they are hereby authorized and directed to execute the Proposed Agreement as hereby approved on behalf of the Authority in the manner prescribed by law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

SECOND AMENDMENT TO WATER SUPPLY AGREEMENT

THIS SECOND AMENDMENT TO WATER SUPPLY AGREEMENT made as of March 19, 2021

BETWEEN: MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY, a public corporate body of the State of New Jersey, P.O. Box 370, Mendham, NJ 07945-0370 (hereinafter referred to as "MCMUA");

AND: THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY, a public corporate body of the State of New Jersey, 19 Saddle Road, Cedar Knolls, NJ 07927 (hereinafter referred to as "SOUTHEAST");

WITNESSETH:

WHEREAS, MCMUA and SOUTHEAST are parties to a certain Water Supply Agreement dated September 10, 2002 for the wholesale supply of potable water (the "Agreement") which Agreement amended and superseded prior agreements dated March 16, 1993, December 20, 1984 and June 25, 1981; and

WHEREAS, the Agreement was amended by an Amendment to Water Supply Agreement dated as of June 1, 2012 (the "First Amendment"); and

WHEREAS, the parties have agreed to further amend and supplement the Agreement as hereafter set forth;

NOW THEREFORE, in consideration of the premises, the mutual covenants herein set forth, and the respective undertakings of each party to the other, the parties hereby agree as follows:

1. Section 1.1 of the Agreement, as amended by the First Amendment, is hereby further amended to extend the seven year Reduction Period referred to therein to December 31, 2022 (the "Second Extended Reduction Period"). At the end of the Second Extended Reduction Period, the guaranteed maximum amount of delivered water shall at the sole, unfettered option of SOUTHEAST be restored to 1.0 mgd guaranteed unless otherwise agreed to by the parties in writing.
2. ARTICLE III and ARTICLE IV of the Agreement, as amended by the First Amendment, shall terminate and be of no further effect on January 6, 2022.
3. All other provisions of the Agreement, as amended by the First Amendment, not inconsistent with the provisions of this Second Amendment to Water Supply Agreement are hereby ratified and affirmed by the parties hereto and shall continue in full force and effect as therein provided.

IN WITNESS WHEREOF, the parties have executed this Amendment to Agreement day and year set forth above.

WITNESS OR ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

Alexis Bozza, Assistant Secretary

By: _____
Max Huber, Chairman

MORRIS COUNTY MUNICIPAL
UTILITIES AUTHORITY

Larry Gindoff, Executive Director

By: _____
Christopher Dour, Chairman

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
(973) 326-6864
customerservice@smcmua.org
smcmua.org

Resolution No. 45-21

RESOLUTION AWARDING CONTRACT FOR PAYROLL AND
TIMEKEEPING SERVICES AND RELATED MATTERS

WHEREAS, the Authority requested proposals for the provision of payroll and timekeeping services and related matters from multiple companies; and

WHEREAS, proposals were received from four vendors where product demonstrations were provided by three vendors; the fourth vendor failed to provide a demonstration in a timely manner; and

WHEREAS, the proposals have been reviewed by the Authority's Chief Financial Officer as set forth in a memorandum dated March 10, 2021, a copy of which memorandum is annexed hereto; and

WHEREAS, Primepoint LLC ("Primepoint") submitted the most advantageous and responsive proposal for the providing of such services at a maximum amount of \$23,500.00; and

WHEREAS, this contract is being awarded without public bidding as not exceeding the bidding threshold of \$44,000.00 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, Primepoint has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotando
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

WHEREAS, funds are available and have been certified by the Treasurer of the Authority; and

NOW THEREFORE, BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the proposal received by Primepoint LLC be and the same is hereby approved in the total maximum not to exceed amount of \$23,500.00.
2. That the Executive Director be and is hereby authorized and directed to execute a contract with regard to said services on behalf of the Authority in the manner provided by law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021



MEMORANDUM

TO: Laura Cummings, PE, Executive Director

FROM: Charles Maggio, CMFO, QPA, Chief Financial Officer

RE: Payroll and Timekeeping Services and Related Matters

DATE: March 10, 2021

CC: Alexis Bozza, QPA, Executive Administrative Assistant

The Authority has been working with Gallagher Benefit Services, Inc., to prepare a request for proposal to send to multiple vendors to fulfill the payroll and timekeeping function at the Authority.

We solicited proposals from four (4) vendors where I and Alexis Bozza attended online demonstration sessions with three (3) of the vendors: Payserve; Primepoint; and Proliant. The fourth vendor provided a time clock demonstration but canceled the payroll demonstration and was unable to reschedule in a timely manner.

All three vendors offer very similar products and functionality. Similarly, they all had easy to use and learn platforms. Primepoint had the advantage of being based in New Jersey and having more in-depth knowledge of State payroll regulations and the specific needs that a New Jersey governmental organization has when dealing with payroll and timekeeping. Primepoint also has an already established integration with the EdmundsGovTech platform and has implemented this program with other New Jersey municipalities that use Edmunds.

The pricing summary is provided in Table 1.

Table 1
Pricing Summary

Projected First Year Total	Payserv	Primepoint	Prolliant
Annual Ongoing Fees	16,825.00	12,411.10	9,220.62
Implementation Fees	11,500.00	5,000.00	1,857.00
Estimated Change Order Fees (out of scope) - 5.0%	841.25	620.55	461.03
TOTAL	29,166.25	18,031.65	11,538.65
Projected First Year Total excluding change order fees	28,325.00	17,411.10	11,077.62
Projected First Year Total excluding change order & Implementation Fees	16,825.00	12,411.10	9,220.62

It is recommended that a contract be awarded to Primepoint LLC in the total not to exceed maximum amount of \$23,500.00 which includes the projected first year costs and the option of purchasing versus leasing time clocks after it is determined the type and functionality needed from the clocks (\$4,383 - \$7,371).

I certify that sufficient funds are available in the 2021 Operating Budget under the IT-Managed Services Account No. 02-12-400-601.

Table 2
Account Allocation

Item	Amount	Account No.	Account Name	2020
Payroll and Timekeeping	23,500	02-12-400-601	IT Managed Services	23,500

TREASURER'S CERTIFICATION

I hereby certify that the maximum amount of the contract to be awarded to Primepoint LLC for the provision of leak detection survey services exceeds \$17,500.00.

I further certify the availability of funds for payment of a contract with Primepoint LLC for the payroll and timekeeping services and related matters. The total maximum amount of this contract will not exceed \$23,500.00. This item will be charged to Account No. 02-12-400-601 (IT Managed Services).



CHARLES MAGGIC, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



19 Saddle Road
Cedar Knolls, NJ 07927
(973) 326-6880
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Resolution No. 46-21

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR
LIQUID NON-HAZARDOUS WASTE REMOVAL

WHEREAS, the Authority entered into a contract dated July 1, 2019, with Russell Reid Waste Hauling and Disposal Service Co., Inc., (the "Contractor"), for the contract entitled Liquid Non-Hazardous Waste Removal, which was duly awarded and approved by resolution dated May 16, 2019 (the "Contract"); and

WHEREAS, the Contract was for an initial term of two years with an option to renew by the Authority for one additional year under certain conditions as permitted by N.J.S.A. 40A:11-15 of the Local Public Contracts Law; and

WHEREAS, the Water Quality Superintendent of the Authority has recommended that the Contract be extended for a period of one year; and

WHEREAS, the Members of the Authority hereby find that the services are being performed by the Contractor under the Contract in an effective and efficient manner; and

WHEREAS, the extension will be on the same terms and conditions, including price, set forth in the existing Contract; and

WHEREAS, the maximum cost to the Authority is \$85,750.00 per year for this extension.

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2021 Budget for the portion to be expended in 2021; the portion to be expended in 2022 are subject to funds being available in the 2022 Budget; and

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority as follows:

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

1. The term of the Contract dated July 1, 2019, between the Authority and Russell Reid Waste Hauling and Disposal Service Co., Inc., for the contract entitled Liquid Non-Hazardous Waste Removal, be and the same is hereby extended for a period of one year at a contract price of \$85,750.00 per year as provided in the Contract and permitted by the Local Public Contracts Law (N.J.S.A. 40A:11-15);
2. The extension shall be on the same terms and conditions, including price, set forth in the original Contract dated July 1, 2019, which Contract was awarded by the Authority by resolution duly adopted on May 16, 2019;
3. The Chairman or Vice Chairman and Secretary or Assistant Secretary be and they are hereby authorized and directed to execute and deliver an extension agreement or other document as may be required, and approved by the General Counsel, in order to effectuate the intent of this resolution.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

TREASURER'S CERTIFICATION

I hereby certify funds for payment of a contract with Russell Reid Waste Hauling and Disposal Service Co., Inc., (the "Contractor"), for the contract entitled Liquid Non-Hazardous Waste Removal as follows:

1. In 2021, funds are available in the amount of \$50,020.83; and
2. In 2022, funds will be available in the amount of \$35,729.17 subject to the approval of the 2022 Budget.

The total maximum amount of this contract will not exceed \$85,750.00. This item will be charged to Account No. 02-70-400-640 (Water Treatment and Pumping; Treatment Process Waste Disposal).



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.



ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



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Resolution No. 47-21

RESOLUTION AUTHORIZING SERVICES OF THE
HANOVER TOWNSHIP POLICE DEPARTMENT

WHEREAS, the Hanover Township Police Department has been providing extra duty officers at the Authority's Headquarters for additional security on an as needed basis; and

WHEREAS, the cost to the Authority for the provision of these security services by the Hanover Township Police Department is estimated not to exceed \$44,000.00; and

WHEREAS, this purchase is being made without public bidding as not exceeding the bidding threshold of \$44,000 provided in the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, funds are available and have been certified by the Treasurer of the Authority;

NOW, THEREFORE, be it resolved by The Southeast Morris County Municipal Utilities Authority as follows:

1. That the Authority is authorized to utilize the services of the Hanover Township Police Department in the not to exceed amount of \$44,000.00.
2. That the appropriate officers of the Authority be and they are hereby authorized and directed to execute the purchase on behalf of the Authority in the manner provided by law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

TREASURER'S CERTIFICATION

I hereby certify funds are available for extra duty patrol services of the Hanover Township Police Department. The total maximum amount of these services will not exceed \$44,000. This item will be charged to Account No. 02-92-492-659 (Other Operating Expenses: Contingency).



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



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Resolution No. 48-21

RESOLUTION AMENDING AGREEMENT WITH GENOVA BURNS LLC
FOR SPECIAL LABOR COUNSEL AND HUMAN RESOURCES SERVICES

WHEREAS, the Authority has a need for special labor counsel and human resources services; and

WHEREAS, Genova Burns, L.L.C. ("GB") agreed to the providing of such services at a maximum amount of \$40,000; and

WHEREAS, the Authority entered into an agreement with GB dated January 1, 2021 (the "Agreement"); and

WHEREAS, the parties have agreed to increase the total maximum not-to-exceed amount of the Agreement by \$33,000 to cover the cost of additional unanticipated services in connection with human resource matters; and

WHEREAS, this Contract is being amended without public bidding as a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and in compliance with N.J.S.A. 19:44A-20.5 (Pay-to-Play Law); and

WHEREAS, GB has completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to any political or candidate committee in the Township of Hanover, Borough of Morris Plains, Town of Morristown and the Township of Morris in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Treasurer has determined and certified in writing that the value of the Contract will exceed \$17,500; and

WHEREAS, funds are available and have been certified by the Treasurer of the Authority; and

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

Morris Plains:
Ralph R. Rotondo
Patricia Webster

Hanover Township:
Nicola Marucci, P.E.
Adolf Schimpf, Ph.D.

Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that notice of the awarding of professional service contracts be printed once in a newspaper authorized by law to publish the Authority's legal advertisement;

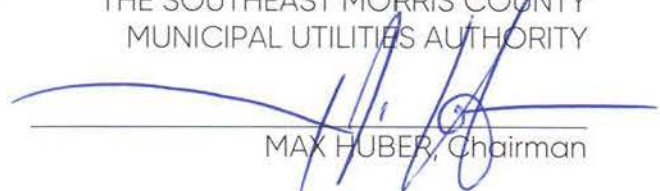
NOW THEREFORE, BE IT RESOLVED, by The Southeast Morris County Municipal Utilities Authority as follows:

1. The Agreement with Genova Burns, L.L.C. for special labor counsel and human resources services, and other assigned matters, dated January 1, 2021 be amended to reflect a total maximum not-to-exceed amount of \$73,000.
2. That the Executive Director be and is hereby authorized and directed to execute an amendatory contract with regard to said project on behalf of the Authority in the manner provided by law.
3. This contract is awarded without competitive bidding as a "Professional Service Contract" in accordance with the Local Public Contracts Law because the services to be rendered are professional services as therein defined; and
4. Copies of this Resolution and the contract herein approved shall be filed in the office of the Secretary of the Authority and in the respective offices of the Clerks of the Township of Hanover, the Township of Morris, the Town of Morristown and the Borough of Morris Plains, and notice of the award shall be printed once in the Daily Record in accordance with the Local Public Contracts Law.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

TREASURER'S CERTIFICATION

I hereby certify funds are available in the amount of \$33,000 for payment of an amended agreement with Genova Burns, L.L.C., for special labor counsel and human resources services. The total maximum amount of agreement contract will not exceed \$73,000. This item will be charged to Account No. 02-10-400-607 (Operating Costs – General Administration: Professional Services – Personnel).



CHARLES MAGGIO, Treasurer

Dated: March 18, 2021

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021



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Resolution No. 49-21

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSIONS

RESOLVED that the following discussions of:

1. Contract negotiations with New Jersey Water Utilities United Local No. 1, and
2. Pending Litigation: Update regarding Order to Show Cause Application,

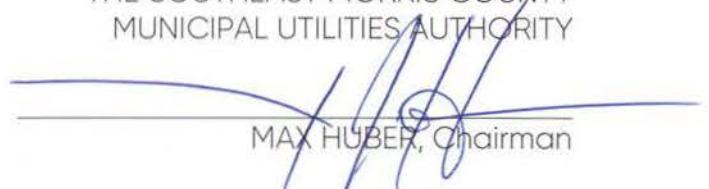
be held in closed session pursuant to subsections 4 and 7 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and

BE IT FURTHER RESOLVED that since the discussions are to be conducted in closed session as permitted by the Act, and may involve questions of attorney/client privilege, it is not known at this time when, or if, the contents of the discussions may be disclosed.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


MAX HUBER, Chairman

Dated: March 18, 2021

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, Ph.D.

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Executive Director: Laura Cummings, P.E.

Chief Engineer: John J. Elam, P.E.

Chief Financial Officer: Charles Maggio, C.M.F.O., Q.P.A.

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 18, 2021, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: March 18, 2021