THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

MARCH 17, 2022

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority (the "Authority") was held on Thursday, March 17, 2022, at 7:00 PM prevailing time in the Board Room at the offices of the Authority at 19 Saddle Road, Cedar Knolls, New Jersey.

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

ROLL CALL

PRESENT: Chairman Rotando; Members Baldassari, Huber, Kiracofe, Kissil,

Marucci and Webster [Members Chumer and Kissil participated

by telephone conference as permitted by the By Laws.]

ABSENT: None

Members Chumer and Kissil acknowledged that they could hear the Chairman and other participants.

Also present were the following: Laura Cummings, PE, Executive Director; Charles Maggio, Chief Financial Officer; Drew Saskowitz, Water Quality Superintendent; Dave Jones, Operations Office Manager; Mark Ibraham, Engineering Associate III; Alexis Bozza, Executive Administrative Assistant; and David J. Ruitenberg, Esq., General Counsel to the Authority.

PUBLIC DISCUSSION

Chairman Rotando 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 FEBRUARY 17, 2022

Copies of the minutes of the meeting held on February 17, 2022, were distributed to the Members prior to the meeting for review and comment. Member Webster moved that the minutes be adopted as presented. Member Marucci seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Rotando: Members Baldassari, Chumer, Kiracofe, Kissil.

Marucci and Webster

ABSTAINS: Member Huber

RESOLUTION - APPROVAL OF MARCH 2022 LIST OF BILLS

Copies of the bill list for March 2022 were distributed to the Members prior to the meeting for comment and approval. Member Baldassari moved to approve the list of bills and offered the following resolution:

RESOLUTION NO. 34-22

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR MARCH 2022

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOFS: None

OTHER BUSINESS

A. Resolution Authorizing the Transfer of Funds between 2021 Operating Budget Appropriations

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2022. An analysis of the status of the 2021 Operating Budget resulted in the need for certain transfers to move money to cover various over expenditures in multiple departments. As requested by Nisivoccia, LLP, these transfers will be completed by Board Resolution. Member Huber offered the following resolution:

RESOLUTION NO. 35-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2021 OPERATING BUDGET APPROPRIATIONS

"COPY ANNEXED"

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

YEAS:

Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES:

None

B. Resolution Authorizing the Transfer of Funds between 2022 Operating Budget Appropriations

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2022. An analysis of the status of the 2022 Operating Budget resulted in the need for certain transfers to move money to cover various over expenditures in multiple departments. As requested by Nisivoccia, LLP, these transfers will be completed by Board Resolution. Member Huber offered the following resolution:

RESOLUTION NO. 36-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2022 OPERATING BUDGET APPROPRIATIONS

"COPY ANNEXED"

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

YEAS:

Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES:

None

C. Resolution Authorizing the Transfer of Funds between Capital Budget Appropriations

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2022. An analysis of the status of the Capital Budget resulted in the need for certain transfers to move money to cover various over expenditures in multiple departments. As requested by Nisivoccia, LLP, these transfers will be completed by Board Resolution. Member Webster offered the following resolution:

RESOLUTION NO. 37-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN CAPITAL BUDGET APPROPRIATIONS

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES: None

D. Resolution Increasing Authorized Amount to Approved Vendor under Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council

The Members reviewed a memorandum from the Chief Financial Officer dated March 8, 2022. On January 20, 2022, the Board authorized the purchase of large water meters from Rio Supply Inc. through the Morris County Cooperative Pricing Council Contract No. 47 in the not to exceed amount of \$100,000 per Resolution No. 06-22. Due to supply chain issues and long lead times, a yearly supply of meters needs to be purchased now to facilitate the meter replacement program inventory. It was requested that the authorized amount to purchase large water meters be increased from \$100,000 to \$300,000. The Treasurer certified that the funds are available in the Capital Budget. Member Huber offered the following resolution:

RESOLUTION NO. 38-22

RESOLUTION INCREASING AUTHORIZED AMOUNT TO APPROVED VENDOR UNDER COOPERATIVE PRICING AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES: None

E. Resolution Authorizing Extension of Contract for Laboratory Services for Water Testing of Potable and Non-Potable Water

Member Baldassari offered the following resolution:

RESOLUTION NO. 39-22

RESOLUTION AUTHORIZING EXTENSION OF CONTRACT FOR LABORATORY SERVICES FOR WATER TESTING OF POTABLE AND NON-POTABLE WATER

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES: None

F. Resolution Authorizing Award of Contracts for Water Works Materials

The Members reviewed a memorandum from the Revenue Integrity Operations Supervisor dated March 8, 2022. SMCMUA advertised and received bids for water works materials. The Specifications and Bid Proposals were organized in a manner that provided for the submission of bids in ten (10) individual categories. Specifications/Bid Packages were issued to seven (7) companies and four (4) submitted bids. During a detailed review, mathematical errors were corrected on bids submitted by Kennedy Companies, Ferguson, and Raritan Group. It was recommended that contracts be awarded to the low bidders as outlined in the memorandum. The contracts are for a period of one year to supply the specified materials as needed with options for renewal pursuant to the Local Public Contracts Law. The total maximum amount for all ten contracts is \$574,224.55. The Treasurer certified that sufficient funds were available in the Authority's Capital Budget. Member Huber offered the following resolution:

RESOLUTION NO. 40-22

RESOLUTION AUTHORIZING AWARD OF CONTRACTS FOR WATER WORKS MATERIALS

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES: None

G. Resolution Awarding a Competitive Contract for Consulting Services in connection with Staffing and Recruitment

The Members reviewed a memorandum from the HR Generalist dated March 9, 2022. On November 18, 2021, the Board authorized the use of the competitive contracting process (N.J.S.A. 40A:11-4.1) for consulting services in connection with staffing and recruitment. The primary goal was to utilize a vendor's (or vendors') expertise to complete staffing solutions from temporary staffing, temporary-to-hire staffing, and direct hire services. The vendor(s) shall also provide consultation services to SMCMUA's HR Generalist with regard to recruitment strategy and access to an extensive network of talented and skilled workers to cover short- and long-term staffing needs. Vendor will use its best endeavors to locate suitable candidates. Vendor will use skill, experience in recruitment and human resources (HR) as well as industry knowledge to locate, screen, interview and test candidates. The request for proposal documents were obtained by four companies where only one, Aerotek, Inc. (Aerotek), submitted a proposal. It was recommended that a contract be awarded to Aerotek in the total annual not to exceed amount of \$60,000.00. The Treasurer certified the availability of fund in the 2022 Budget. Member Huber offered the following resolution:

RESOLUTION NO. 42-22

RESOLUTION AWARDING A COMPETITIVE CONTRACT FOR CONSULTING SERVICES IN CONNECTION WITH STAFFING AND RECRUITMENT

"COPY ANNEXED"

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

YEAS: Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES: None

H. Resolution Authorizing Sale of Surplus Property

The Members reviewed a memorandum from the Chief Financial Officer dated March 9, 2022. SMCMUA's Water Quality Division identified items as excess and unusable inventory where it was recommended that they be listed for public auction on GovDeals to be sold as is. Member Baldassari offered the following resolution:

RESOLUTION NO. 43-22

RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY

"COPY ANNEXED"

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

YEAS:

Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES:

None

REPORTS

- A. General Administration Division February 2022
- B. Billing and Customer Service February 2022
- C. Engineering Division February 2022
- D. Finance Division January and February 2022
- E. Human Resources Division February 2022
- F. Information Technology Division February 2022
- G. Operations Risk Management Division February 2022
- H. Water Quality Division February 2022

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

Chairman Rotando 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. 44-22

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

"COPY ANNEXED"

Resolved that discussions of:

- A. Pending Litigation with New Jersey Water Utilities United Local No. 1
- B. Personnel Matter

be held in closed session pursuant to subsections 7 and 8 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 is 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 Webster seconded the motion which was duly adopted by the following vote:

YEAS:

Chairman Rotando; Members Baldassari, Chumer, Huber,

Kiracofe, Kissil, Marucci and Webster

NOES:

None

The Chairman moved into closed session.

[CLOSED SESSION MEETING TO FOLLOW]

[RESUMPTION OF PUBLIC MEETING]

ADJOURNMENT

There being no further business, Member Webster moved that the meeting be adjourned. Member Baldassari seconded the motion. The meeting adjourned at 9:44 PM.

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

Assistant Secretary

Statement of Public Notice (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 an initial 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, 2022, and by subsequently posting and delivering copies of the Revised Annual Notice on March 14, 2022.
- 2. By delivering to, for filing, copies of the initial 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, 2022, and copies of the Revised Annual Notice on March 14, 2022.
- 3. By delivering to, for filing, copies of the initial Annual Notice with the Daily Record, the Newark Star Ledger, and the Morris News Bee on February 3, 2022, and copies of the Revised Annual Notice on March 14, 2022.



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

Resolution No. 34-22

RESOLUTION AUTHORIZING PAYMENT OF MARCH 2022 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 \$ 371,185.45

Total Operating Fund Checks and Wire Transfers \$ 1,187,010.31

CAPITAL FUND

Total Capital Fund Expenditures \$ 183,383.05

TOTAL OF MARCH 2022 LIST OF BILLS \$ 1,741,578.81

ATTEST:

ALEXIS BOZZA, Assistant Secretary

Dated: March 17, 2022

Board Members

Morristown: Max Huber Donald Kissil **Morris Township:** Dennis Baldassari Michael Chumer, PhD Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, Chairman

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$1,741,578.81) for payment of the resolution entitled Resolution Authorizing Payment of March 2022 List of Bills in the Authority's 2022 Budget.

CHARLES MAGGIO, Treasurer

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 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Secretary



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Resolution No. 35-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2021 OPERATING BUDGET APPROPRIATIONS

WHEREAS, the Authority's Chief Financial Officer/Treasurer has advised that there are certain budget line items in the 2021 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 Operating Budget totaling \$798,656.00 are hereby approved:

Budget Transfers

<u>Line Item</u>	<u>Title</u>	<u>Amount</u>
Transfer To:		
02-10-400-501	ADMIN: Salary & Wages	\$75,000.00
02-10-400-607	Admin - Consultant - Personnel	\$105,000.00
02-30-400-501	FINAN: Salary & Wages	\$163,000.00
02-30-400-502	FINAN: Overtime	\$12,000.00
02-10-400-602	ADMIN: Prof Services - Legal	\$50,000.00
02-10-400-607	Admin - Consultant - Personnel	\$30,000.00
02-10-400-615	ADMIN: Dues, Conferences, Training	\$10,000.00
02-10-400-635	ADMIN: Board Stipend/Misc Exp	\$500.00
02-12-400-501	IT: Salary & Wages	\$15,000.00
02-12-400-602	IT: Hardware	\$12,500.00

Board Members

Morristown: Max Huber Donald Kissil Morris Township: Dennis Baldassari Michael Chumer, PhD

Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE

Budget Transfers

<u>Line Item</u>	<u>Title</u>	<u>Amount</u>
Transfer To: 02-12-400-604 02-12-400-628 02-12-400-635 02-12-400-638 02-12-400-693 02-20-400-605 02-20-400-607 02-20-400-613 02-30-400-615 02-40-550-501 02-40-550-690 02-50-400-635 02-75-400-652 02-92-492-650 02-92-492-651	IT: Licensing and Service Agreements IT: Communications - Cellular IT: Communications - Cable IT: SCADA Control IT: Communications - Radios STATUT: Dental Benefits STATUT: Dental Benefits STATUT: Medical Insurance - Retirees STATUT: P.E.R.S. STAT: Vision Care Insurance FINAN: General Expenses FINAN: Dues/Confer/Training CUST SVC: General Expenses HEALTH SAFETY & SECURITY: Salary & Wages HEALTH SAFETY & SECURITY: Equipment OPERATIONS - Tools TRANS: Traffic Control WATER QUALITY: Overtime WATER QUALITY: Service Contracts OTHER: Insurance Expense OTHER: NJ Taxes & Fees	\$16,000.00 \$14,000.00 \$2,500.00 \$5,000.00 \$5,500.00 \$30,000.00 \$19,000.00 \$250.00 \$1,500.00 \$5,000.00 \$5,000.00 \$600.00 \$800.00 \$10,000.00 \$11,000.00 \$14,000.00 \$15,000.00
Transfer From: 02-50-400-622 02-92-492-659 02-60-400-501 02-92-492-653 02-80-400-649 02-75-400-644 02-75-400-615 02-75-400-501 02-70-400-651	OPER: Energy Costs OTHER: Contingency TRANS: Salary & Wages OTHER: Real Estate Taxes SVCMET: Meter Maint, Rebuild, Testing WATER QUALITY: Bench Chemistry Equip/Supp WATER QUALITY: Field Portable Instruments WATER QUALITY: Dues/Conf/Train WATER QUALITY: Clyde Potts Veg Mgmt WATER QUALITY: Salary & Wages Treatment - Equipment and Repair Treat - Emergency Generator Maintenance Total	\$355,000.00 \$100,000.00 \$203,656.00 \$30,000.00 \$25,000.00 \$2,000.00 \$2,000.00 \$35,000.00 \$30,000.00 \$6,000.00 \$8,000.00

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:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, 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 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BÖZZA, Assistant secretary



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Resolution No. 36-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN 2022 OPERATING BUDGET APPROPRIATIONS

WHEREAS, the Authority's Chief Financial Officer/Treasurer has advised that there are certain budget line items in the 2022 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 Operating Budget totaling \$10,000.00 are hereby approved:

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<u>Line Item</u> <u>Title</u> <u>Amount</u>

Transfer To:

02-30-400-800 FINAN: Temporary Staff \$10,000.00 Total \$10,000.00

Transfer From:

02-30-400-501 FINAN: Salary & Wages \$10,000.00 Total \$10,000.00

Board Members

Morristown:Morris Township:Max HuberDennis BaldassariDonald KissilMichael Chumer, PhD

Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE 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:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH'R. ROTANDO, Chairman

ALEXIS BOZZA, Assistant Secretary

CERTIFICATION

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ALEXIS BOZZA, Assistant Socretary



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Resolution No. 37-22

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN CAPITAL BUDGET APPROPRIATIONS

WHEREAS, the Authority's Chief Financial Officer/Treasurer has advised that there are certain budget line items in the Capital 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; and

NOW THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the following transfers within the Capital Budget totaling \$210,269.70 are hereby approved:

Line Item	<u>Budget Transfers</u> <u>Title</u>		Amount
<u>Enio rediri</u>	1100		ATTOUTE
Transfer To: 02-00-500-466 02-00-500-461 02-00-500-492	2019 T&P-Wells, Pumps, And Motors, Etc 2019 Meters & Services-AMR Equipment Meter Management Program	Tatal	\$4,278.96 \$4,022.00 \$201,968.74
Transfer From:		Total	\$210,269.70
02-00-500-999	Future Capital Projects		\$8,300.96
02-00-500-477	2020 Meters & Services-Meter Mgmt Program	1	\$121,251.62
02-00-500-461	2019 Meters & Services- AMR Equipment		\$80,717.12
		Total	\$210,269.70

Board Members

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:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, 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 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Secretary



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Resolution No. 38-22

RESOLUTION INCREASING AUTHORIZED AMOUNT OF AN APPROVED VENDOR UNDER COOPERATIVE PRICING AGREEMENT WITH 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 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 2022; and

WHEREAS, the Authority wishes to purchase items from such authorized vendor approved by the MCCPC; and

WHEREAS, the contract 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 2022 Budget;

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the vendor listed in Exhibit "A" be authorized as set forth below for the budget year 2022.

ATTEST:

ALEXIS BO77A Assistant Secretary

Dated: March 17, 2022

Board Members

Morristown: Max Huber Donald Kissil **Morris Township:** Dennis Baldassari Michael Chumer, PhD Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE

R. ROTANDO, Chairman

THE SOUTHEAST MORRIS COUNTY

MUNICIPAL UTILITIES AUTHORITY

EXHIBIT "A"

CONTRACT	VENDOR	ITEMS	ACCOUNT NUMBER	ACCOUNT NAME	INITIAL AMOUNT REQUESTED	REVISED AMOUNT REQUESTED
47	Rio Supply	Large Meter Purchasing	02-00-500-492	Meter Mgmt. Program	\$100,000	\$300,000

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2022 Budget to purchase work, materials and supplies from the vendor listed below through the Morris County Cooperative Pricing Council in 2022. The cost is estimated not to exceed the amount stated:

CONTRACT	VENDOR	ITEMS	CONTRACT EXPIRATION	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
47	Rio Supply	Large Meter Purchasing	06/30/22	02-00-500-492	Meter Mgmt. Program	\$300,000

CHARLES MAGGIO, Treasure

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 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Societary



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Resolution No. 39-22

RESOLUTION AUTHORIZING CONTRACT EXTENSION FOR LABORATORY SERVICES FOR WATER TESTING OF POTABLE AND NON-POTABLE WATER WITH EUROFINS EATON ANALYTICAL, LLC

WHEREAS, the Authority entered into a contract dated July 1, 2021, with Eurofins Eaton Analytical, LLC ("Eurofins"), for laboratory services for water testing of potable and non-potable water, which contract was duly awarded and approved by resolution dated May 20, 2021 (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 Water Quality Supervisor 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, based upon a memorandum of the Water Quality Supervisor dated February 23, 2022, a copy of which is annexed hereto, that the services are being performed by Eurofins under the Contract in an effective and efficient manner; and

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

WHEREAS, the maximum cost to the Authority is \$153,157.00 covering a one year period; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2022 Budget for the portion to be expended in 2022; portions to be expended in 2023 are subject to funds being available in the 2023 Budget; and

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

Board Members

- 1. The term of the Contract dated July 1, 2021, between the Authority and Eurofins Eaton Analytical, LLC, 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, including price, as set forth in the existing Contract, which Contract was initially awarded by the Authority by resolution duly adopted on May 20, 2021;
- 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:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, Chairman



MEMORANDUM

TO:

Laura Cummings, PE, Executive Director

FROM:

Clare Peragine, Water Quality Supervisor

RE:

Laboratory Services for Water Testing of Potable and Non-Potable Water

DATE:

February 23, 2022

Eurofins Eaton Analytical, L.L.C. (EEA) was previously awarded a contract to perform the above referenced services. The original contract, authorized by Resolution No. 66-21 on May 20, 2021, was for a term of one year (Original Term) at an annual not to exceed amount of \$153,157.00. This contract will expire on July 1, 2022. Per the contract, the Authority may agree to extend the term beyond the Original Term annually for not more than four one-year extensions, to a maximum of five (5) years; provided that the Members of the Authority shall determine, prior to any such extension, in their sole unfettered discretion, that the services are being performed in an effective and efficient manner.

Pursuant to the provisions of the contract, I have determined that the services provided by EEA are being performed in an effective and efficient manner. I recommend extending the contract, at the same terms and conditions, including price, for an additional period of one year. EEA has submitted notification of their interest to extend the current contract. If approved, a contract extension document will be prepared and forwarded to EEA for execution.

The Treasurer has certified that there are sufficient funds available in the 2022 Budget for the portion to be expended in 2022; the portion to be expended in 2023 is subject to funds being available in the 2023 Budget. This item will be charged as follows:

Budget Acct. No.	Budget Account Name	2022	2023
02-75-400-601	Operating: Water Quality – Contract Analytical and Sampling	\$89,457.00	\$63,700.00

TREASURER'S CERTIFICATION

I hereby certify funds are available for payment of a contract extension with Eurofins Eaton Analytical, LLC, for laboratory services for water testing of potable and non-potable water. The total maximum amount of this contract will not exceed \$153,157.00. This item will be charged to Account No. 02-75-400-601 (Water Quality Budget) as follows:

- 1. In 2022, funds are available in the amount of \$89,457.00; and
- 2. In 2023, funds will be available in the amount of \$63,700.00 subject to the approval of the 2023 Budget.

CHARLES MAGGIO, Treasurer

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 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Secretary



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Resolution No. 40-22

RESOLUTION AWARDING CONTRACTS FOR WATER WORKS MATERIALS

WHEREAS, the Authority advertised and received bids for water works materials, consisting of ten (10) categories described in the bid specifications on February 23, 2022; and

WHEREAS, the Revenue Integrity Operations Supervisor has reviewed the bids and set forth his recommendations in a memorandum dated March 8, 2022, for the award of the various items, said memorandum is attached hereto and made a part hereof; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2022 Budget for the portion to be expended in 2022; the portion to be expended in 2023 is subject to funds being available in the 2023 Budget; and

NOW, THEREFORE, BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that contracts for Water Works Materials be awarded as follows:

Core	and	Main

Bid No. 3	Tapping Sleeves and Valves	\$8,906.82
Bid No. 4	Valve and Curb Boxes and Parts	\$46,750.00
Bid No. 6	Water Service Materials	\$139,421.64
Ferguson S	Supply	

NUMBER OF STREET	Name of the same o	
Bid No. 5	Type K Copper Tubing	\$30,104.00
Bid No. 7	Repair Clamps and Sleeves	\$34,397.81
Bid No. 8	PowerSeal Repair Clamps and Sleeves	\$7,497.08

Kennedy Culvert Supply

Bid No. 1	Ductile Iron Pipe and Compact Mechanical Joint Fittings	\$49,988.20
Bid No. 2	Mechanical Joint Resilient Wedge Gate Valves	\$84,080.00
Bid No. 9	Mueller Fire Hydrants and Repair Parts	\$163,252.00
Bid No. 10	Meter Pits and Parts	\$9,757.00

Total Not to Exceed Amount: \$574,154.55

in accordance with their bids submitted on February 23, 2022; and

Board Members

Morristown: Max Huber Donald Kissil Morris Township: Dennis Baldassari Michael Chumer, PhD Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE BE IT FURTHER RESOLVED that the appropriate officers of the Authority be and they are hereby authorized and directed to execute appropriate contracts with regard to said items on behalf of the Authority in the manner prescribed by law.

ATTEST:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, Chairman



MEMORANDUM

TO: Laura Cummings, PE, Executive Director

FROM: Gregory DeSimone, Revenue Integrity Operations Supervisor $\mathcal{G}\mathcal{D}$

RE: Water Works Materials

DATE: March 8, 2022

CC: Charles Maggio, CMFO, QPA, Chief Financial Officer/Treasurer

Dave Jones, Operations Manager

The Authority advertised and received bids for the above referenced contract on February 23, 2022. The Specifications and Bid Proposals were organized in a manner that provided for the submission of bids in ten (10) individual categories.

Specifications/Bid Packages were issued to seven (7) companies and four (4) submitted bids. During a detailed review, mathematical errors were corrected on bids submitted by Kennedy Companies, Ferguson, and Raritan Group. The bid tabulation is outlined in Table 1.

It is recommended that contracts be awarded as shown in Table 1. Please note that these are one (1) year contracts to supply the specified materials as needed with options for renewal pursuant to the Local Public Contracts Law. The total maximum amount for all ten contracts is \$574,224.55.

The Treasurer has certified that sufficient funds are available in the Authority's Capital Budget as outlined in Table 2.

Table 1 Bid Tabulation

Bid No.	Description	Core & Main	Ferguson	Kennedy	Raritan
1	Tyton Joint Ductile Iron Pipe and Compact Mechanical Joint Fittings	\$ 55,510.16	\$ 67,379.76	\$ 49,988.20	\$ 61,642.44
2	Standardized Mechanical Joint Resilient Wedge Gate Valves	\$ 89,977.85	\$ 96,645.50	\$ 84,080.00	\$ 93,441.35
3	Standardized Tapping Sleeves and Valves	\$ 8,906.82	\$ 9,071.93	\$ 8,994.00	\$ 10,117.87
4	Valve and Curb Boxes and Parts	\$ 46,750.00	\$ 50,820.00	\$ 57,935.00	\$ 61,755.60
5	Type K Copper Tubing	\$ 32,700.00	\$ 30,104.00	NO BID	\$ 37,140.00
6	Water Service Materials	\$ 139,421.64	\$ 158,128.58	INCOMPLETE	\$ 173,132.34
7	Repair Clamps and Sleeves	\$ 42,318.56	\$ 34,397.81	INCOMPLETE	\$ 42,160.36
8	PowerSeal Repair Clamps and Sleeves	\$ 8,095.00	\$ 7,497.08	\$ 9,169.00	NO BID
9	Mueller Fire Hydrants and Repair Parts	NO BID	\$ 163,359.00	\$ 163,252.00	\$ 169,252.58
10	Meter Pits and Parts	\$ 10,768.15	\$ 10,147.00	\$ 9,757.00	\$ 10,661.31
	TOTALS	\$ 195,078.46	\$ 71,998.89	\$ 307,077.20	-

Table 2 Account Allocation

Description	Amount	Account	2022	2023
Water Works Materials	\$574,154.55	Capital	\$382,769.70	\$191,384.85

TREASURER'S CERTIFICATION

I hereby certify funds are available for payment of contracts for Water Works Materials as follows:

- 1. In 2022, funds are available in the amount of \$382,769.70; and
- 2. In 2023, funds will be available in the amount of \$191,384.85, subject to the approval of the 2023 Budget.

The total maximum amount of this contract will not exceed \$574,154.55. This item will be charged to Capital Account No. 02-00-500-489 (Water Works Materials).

CHARLES MAGGIO, Treasurer

I hereby certify the foregoing to be a true copy of the resolution adopted by

The Southeast Morris County Municipal Utilities Authority on March 17, 2022, at a

meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Secretary



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Resolution No. 42-22

RESOLUTION AWARDING COMPETITIVE CONTRACT FOR CONSULTING SERVICES IN CONNECTION WITH STAFFING AND RECRUITMENT

WHEREAS, on November 18, 2021, the Authority adopted Resolution No. 132–21 authorizing the use of competitive contracting for consulting services in connection with staffing and recruitment pursuant to the competitive contracting provisions of the Local Public Contracts Law (N.J.S.A. 40A:11–4.1 to 4.5); and

WHEREAS, documentation for the Requests for Proposals were prepared in accordance with the said competitive contracting provisions of the Local Public Contracts Law; and

WHEREAS, notice of the availability of Requests for Proposals was published in the Daily Record and in the Star Ledger on November 19, 2021; and

WHEREAS, documentation was received by four prospective proposers where one proposal was submitted; and

WHEREAS, the HR Generalist has reviewed the proposal prepared a memorandum dated March 9, 2022, evaluating the proposal and recommending the award of the contract pursuant to N.J.S.A. 40A:11-4 (d) of the Local Public Contracts Law; a copy of which memorandum is attached to and made part of this Resolution (the "Report"); and

WHEREAS, the competitive contract for consulting services in connection with staffing and recruitment be awarded to Aerotek, Inc. in the annual not to exceed amount of \$60,000.00; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2022 Budget; and

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

Board Members

- 1. The proposal of Aerotek, Inc., be and the same is hereby approved and accepted; and
- 2. The Chairman or Vice Chairman and Secretary or Assistant Secretary be and are hereby authorized and directed to accept the Proposal and execute and deliver such contract document as may be necessary or desirable to implement the provisions of this Resolution; and
- 3. Notice summarizing the award of the contract herein approved shall be published in the Daily Record and made available for public inspection pursuant to N.J.S.A. 40A:11-4.5 (g) of the Local Public Contracts Law.

ATTEST:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

ANDO, Chairman

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ALEXIS BOZZA, Assistant Se



MEMORANDUM

TO:

SMCMUA Board

FROM:

Heather Brandao, HR Generalist

RF:

Consulting Services in connection with Staffing and Recruitment

DATE:

March 9, 2022

CC:

Laura Cummings, PE, Executive Director

Charles Maggio, CMFO, QPA, Chief Financial Officer

On November 18, 2021, the Board authorized the use of the competitive contracting process (N.J.S.A. 40A:11-4.1) for consulting services in connection with staffing and recruitment. The primary goal is to utilize a vendor's (or vendors') expertise to complete staffing solutions from temporary staffing, temporary-to-hire staffing, and direct hire services. The vendor(s) shall also provide consultation services to the Authority's HR Generalist with regard to recruitment strategy and access to an extensive network of talented and skilled workers to cover short- and long-term staffing needs. Vendor will use its best endeavors to locate suitable candidates. Vendor will use skill, experience in recruitment and human resources (HR) as well as industry knowledge to locate, screen, interview and test candidates.

The request for proposal documents were obtained by four companies where only one, Aerotek, Inc. (Aerotek), submitted a proposal. A summary of associated fees is provided below:

Direct Placement Fee

25% of First Year Salary

Temporary Staffing

1.55% Hourly Markup to Pay Rate

It is recommended that a contract be awarded to Aerotek in the total annual not to exceed amount of \$60,000.00. Funds have been certified by the Treasurer and will be charged to Account No. 02-35-400-626 (Human Resources – Recruitment Services).

TREASURER'S CERTIFICATION

I hereby certify funds are available for payment of a competitive contract with Aerotek, Inc., for for consulting services in connection with staffing and recruitment. The total maximum annual amount of this contract will not exceed \$60,000.00. This item will be charged to 2021 Operating Budget Account No. 02-35-400-626 (Human Resources - Recruitment Services).

CHARLES MAGGIO, Treasurer

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Georgtary



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Resolution No. 43-22

RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY THROUGH GOV DEALS

WHEREAS, the Authority is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Authority desires to sell said property in an "as is" condition without express or implied warranties; and

WHEREAS, Gov Deals is authorized under Sourcewell Contract No. 012821-GDI to perform said services on behalf of the Authority; and

WHEREAS, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15; and

WHEREAS, the sale will be conducted online at Gov Deals' auction site; and

WHEREAS, the surplus property to be sold pursuant to this Resolution are as listed and set forth in a memorandum annexed hereto and made part hereof as Exhibit A; and

WHEREAS, the surplus property will be sold in an as-is condition without express or implied warranties; with the successful bidder required to execute a hold harmless and indemnification agreement regarding the use of the said property; and

WHEREAS, the Authority reserves the right to reject any and all bids submitted;

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, PhD

Morris Plains: Ralph R. Rotando Patricia Webster Hanover Township: Nathan Kiracofe, EIT Nicola Marucci, PE 1. The proposed sale of the Authority's surplus property shown on Exhibit A through Gov Deals be and the same is hereby authorized and approved.

ATTEST:

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, Chairman

Exhibit "A" List of Surplus Property

ITEM DESCRIPTION	QTY.
Chemtainer/Snyder: Chemical Storage Tank - 250 Gallon, Model #TC3558IA	4
Hydro: PID Controller, Model #HC-220	4
Scaletron: Spill Containment Dual Drum Scale w/o indicator, Model #4042WB 26x52	6
Scaletron: Spill Containment Tank Scale, Model #4042-52	2
Saf-T-Flo: Injection Quill, Model #EB-168-S-S-4-0-V	12
Saf-T-Flo: Injection Quill, Model #EB-168-S-H-6-0-V	2

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BÓZZA, Assistant Secretary



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Resolution No. 44-22

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

RESOLVED that the following discussions of:

- 1. Pending litigation with New Jersey Water Utilities United Local No. 1; and
- Personnel Matter

be held in closed session pursuant to subsections 7 and 8 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 Secretery

Dated: March 17, 2022

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

RALPH R. ROTANDO, Chairman

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on March 17, 2022, at a meeting duly convened of said Authority.

ALEXIS BOZZA, Assistant Secretary