

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

MAY 15, 2025

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority ("SMCMUA" or the "Authority") was held on May 15, 2025, at 7:00 PM prevailing time in the Board Room at the offices of SMCMUA 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 Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster [Member Rotando participated by telephone as permitted by the By Laws.]

ABSENT: Member Kiracofe

Member Rotando acknowledged that he could hear the Chairman and other participants.

Also present were the following: Drew Saskowitz, Executive Director; Charles Maggio, Chief Financial Officer; Sophia Dyer, Engineering Manager; Nicholas Buono, IT Director; Celenia Mercado, Operations Risk Manager; Patricia Dannhardt, Principal Engineer; Alexis Bozza, Executive Administrative Assistant; and David J. Ruitenberg, Esq., Murphy McKeon.

PUBLIC COMMENT

Chairman Huber stated the next portion of the meeting was set aside for public comment. No one from the public was present. The Chairman then closed the public comment portion of the meeting.

MOTION APPROVING MINUTES OF APRIL 24, 2025

Copies of the minutes of the meeting held on April 24, 2025, were distributed to the Members prior to the meeting for review and comment. Member Chumer moved that the minutes be adopted as presented. Member Marucci seconded the motion which was duly adopted by the remaining Members.

## RESOLUTION – APPROVAL OF MAY 2025 LIST OF BILLS

Copies of the bill list for May 2025 were distributed to the Members prior to the meeting for comment and approval. Member Webster moved to approve the list of bills and offered the following resolution:

### RESOLUTION NO. 56-25

#### RESOLUTION AUTHORIZING PAYMENT OF THE LIST OF BILLS FOR MAY 2025

“COPY ANNEXED”

Mr. Ruitenbergh stated that, for this resolution and for all resolutions included on this evening’s agenda authorizing contracts or payments, the Treasurer has provided certifications confirming adequate funds for each such purpose in the 2025 budget. To the extent the resolution anticipates payments beyond 2025, any and all such anticipated payments will be subject to approval and inclusion by the Authority in such future years’ budgets. Member Chumer seconded the motion which was duly adopted by the following vote:

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

### OTHER BUSINESS

- A. Resolution Increasing Authorized Amount for 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 purchase of work, materials and supplies through Cooperative Pricing Programs, 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). Rio Supply Inc. was awarded Contract No. 41 for Water Meters/Data Recorders & Radio Frequency Meter Interface Units (“MIUs”) by the MCCPC for and including the budget year 2025. The Authority previously authorized the purchasing of such items for and including the budget year 2025 up to the amount of \$500,000.00, by Resolution No. 142-24 dated December 19, 2024. The Authority wishes to increase the amount authorized to purchase MIU and meter reading equipment from Rio Supply Inc. by \$304,000.00. The revised not to exceed amount of goods is estimated not to exceed the revised amount stated of \$804,000.00. Following discussion, Member Loughman offered the following resolution:

### RESOLUTION NO. 57-25

#### RESOLUTION INCREASING AUTHORIZED AMOUNT FOR 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 Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

- B. Resolution Authorizing Award of a Contract for Occupational Health and Safety Training and Consulting Services

The Authority has a need for occupational health and safety training and related services. Proposals were requested from five companies where one submitted a proposal. The proposal has been reviewed by the Operations Risk Manager as set forth in a memorandum dated May 6, 2025, a copy of which was reviewed by the Members. The Operations Risk Manager recommended that a one-year contract be awarded to Tri-State Safety Solutions ("Tri-State") for its low responsive proposal for a total not to exceed contract value of \$25,000.00. Tri-State 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. Following discussion, Member Chumer offered the following resolution:

RESOLUTION NO. 58-25

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR OCCUPATIONAL HEALTH AND SAFETY  
TRAINING AND CONSULTING SERVICES

"COPY ANNEXED"

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

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

- C. Resolution Authorizing Letter of Intent with Verizon – New Jersey Inc. for Removal and Relocation of Cables and Equipment at Skyline Tank in Morris Township

The Authority is party to a certain Memorandum of License Agreement under which New York SMSA Limited Partnership, d/b/a Verizon Wireless ("Verizon") has located and operates wireless communication facilities on and at the Authority's Skyline Tank, located at Skyline Drive in the Township of Morris. The Authority is in preparations for improvements to the Skyline Tanks, part

of which requires the removal and relocation of equipment on and around the tank, including the wireless communications equipment operated by Verizon at the site. Verizon – New Jersey Inc., NJ OSP Engineering – Northern District (“Verizon NJ Engineering”), an engineering affiliate of Verizon, has submitted to the Authority a Letter of Intent pursuant to which it proposes to carry out the removal and relocation of its communication equipment for an amount not to exceed \$47,342.33. The removal and relocation of Verizon NJ Engineering’s communication equipment at the Authority’s Skyline Tanks is critical to the successful completion of the improvements to the Skyline Tanks. The work to be carried out by Verizon NJ Engineering is exempt from public bidding pursuant to N.J.S.A. 40A:11-5(1)(f) as the rendering of a service by a public utility that is subject to the jurisdiction of the New Jersey Board of Public Utilities. The Members determined that the relocation services to be performed are necessary and reasonable; and will benefit the Water System. Following discussion, Member Chumer offered the following resolution:

RESOLUTION NO. 59-25

RESOLUTION AUTHORIZING LETTER OF INTENT WITH VERIZON – NEW JERSEY INC. FOR  
REMOVAL AND RELOCATION OF CABLES AND EQUIPMENT AT SKYLINE TANK IN MORRIS  
TOWNSHIP

“COPY ANNEXED”

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

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando  
and Webster

NOES: None

- D. Resolution Authorizing Award of a Contract for Professional Engineering Services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs

The Authority requested a proposal from French & Parrello Associates (“FPA”) for professional engineering services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs. The proposal submitted by FPA, in the not to exceed amount of \$119,000.00, was reviewed by the Engineering Manager as set forth in a memorandum dated May 6, 2025, a copy of which was reviewed by the Members. The Contract was 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). FPA 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. Following discussion, Member Webster offered the following resolution:

RESOLUTION NO. 60-25

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE HANOVER AVENUE BRIDGE OVER NJDOT ROUTE 287 PIPE SUPPORT AND BRIDGE DECK REPAIRS

"COPY ANNEXED"

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

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

E. Resolution Authorizing Award of a Professional Engineering Services Contract in connection with Geographic Information System (GIS) Integration to Utility Billing System

The Authority requested a proposal from Larson Design Group ("LDG") for professional engineering services in connection with geographic information system ("GIS") integration to utility billing system. The proposal submitted by LDG, in the not to exceed amount of \$37,000.00, was reviewed by the Information Technology Director as set forth in a memorandum dated April 25, 2025, a copy of which was reviewed by the Members. The Contract was 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. Following discussion, Member Chumer offered the following resolution:

RESOLUTION NO. 61-25

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL ENGINEERING SERVICES CONTRACT IN CONNECTION WITH GEOGRAPHIC INFORMATION SYSTEM (GIS) INTEGRATION TO UTILITY BILLING SYSTEM

"COPY ANNEXED"

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

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

F. Resolution Authorizing Extension of Competitive Contract for Consulting Services in connection with Staffing and Recruitment

The Authority entered into a contract dated May 19, 2022, with Actalent, formerly Aerotek, Inc., for consulting services in connection with staffing and recruitment (the "Contract") as authorized by Resolution No. 42-22 on March 17, 2022. The Contract was for an initial term of one year with an option to renew by SMCMUA 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. On March 16, 2023, a one-year extension was authorized by Resolution No. 27-23. On March 21, 2024, an additional one-year extension was authorized by Resolution No. 29-24. The Members found, based upon a memorandum of the HR Assistant Director dated May 7, 2025, a copy of which was reviewed, that the services are being performed by Actalent under the Contract in an effective and efficient manner. The memorandum recommended that the Contract be extended for an additional period of one year. The extension will be on the same terms and conditions, including price, as set forth in the existing Contract. The maximum cost to SMCMUA is \$60,000.00 covering a one-year period. Following discussion, Member Webster offered the following resolution:

RESOLUTION NO. 62-25

RESOLUTION AUTHORIZING EXTENSION OF COMPETITIVE CONTRACT FOR CONSULTING SERVICES IN CONNECTION WITH STAFFING AND RECRUITMENT

"COPY ANNEXED"

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

YEAS: Chairman Huber; Members Chumer, Clarke, Loughman, Marucci, Rotando and Webster

NOES: None

SUCH OTHER MATTERS TO LEGALLY COME BEFORE THE BOARD

1. Member Clarke brought to the Board's attention that a new PFAS settlement was announced earlier this week, involving 3M and the State of New Jersey, amounting to \$450 million. He noted that, according to the draft settlement agreement, some of these funds are earmarked for water companies. However, the specific allocation of funds to different entities remained unclear at this time. Member Clarke expressed interest in understanding how the funding structure will be implemented, including the process for accessing these funds and the amount designated for water authorities. He highlighted that the settlement is subject to a 60-day comment period, and inquired whether anyone on the board has advocacy connections or

expertise to clarify the distribution process. Mr. Ruitenberg mentioned that organizations such as AWWA (American Water Works Association) and AEA (Association of Environmental Authorities), of which the Authority is a member, are actively involved. AEA has already issued a notice regarding the settlement, along with the EPA's ongoing review of PFAS limits. Member Clarke added that the timeline for compliance is also under review, with recent discussions suggesting adjustments to the existing deadlines. He also pointed out that the new statute mandates that funds recovered from the settlement go directly into NJDEP's coffers, rather than the general fund, similar to the previous Exxon settlement. Chairman Huber expressed hope that the settlement funds will be distributed to the appropriate parties in a timely manner. Member Clarke also noted that DuPont, the other defendant in the case, has not yet settled; their trial is scheduled to begin on Monday, which may lead to a settlement before or during the trial. Chairman Huber concluded by thanking Member Clarke for providing the update.

2. Member Chumer inquired about the recent increase in water main break reports over the past six months, noting they were rarely seen when he first joined. He questioned whether there are emerging issues with the water main infrastructure. Mr. Saskowitz replied that there likely has not been an increase in water main breaks, but reporting and alerts have become more frequent and transparent over recent months. He mentioned the winter was particularly harsh, but since late February, breaks have slowed significantly. He continued that current break frequency is likely consistent with previous years, though he did not have exact count. Member Chumer acknowledged that previous reporting may not have been shared with the Board. He expressed concern about the age of the infrastructure, noting recent breaks have raised questions about its resilience. Mr. Saskowitz noted that some mains are over 100 years old. He shared that, over the past few years, 2.5 to 3.5 miles of water mains have been replaced annually to reach a target lifespan of 150 years. Member Marucci speculated that recent increases in water main breaks might be correlated with the earthquake, although this is not confirmed. He acknowledged that age is a factor, but other factors may also contribute to breaks. Member Chumer suggested tracking water main breaks on a monthly basis for better monitoring. Mr. Saskowitz confirmed that break data is included in current reports, broken down by month and year-to-date, and agreed to prepare a graphical representation of month-to-month break occurrences.

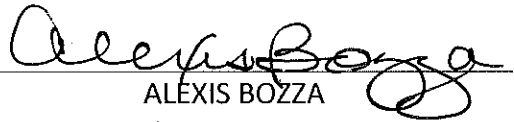
## REPORTS

- A. Engineering Division – April 2025
- B. Finance Division – April 2025
  - 1. Human Resources – April 2025
- C. Information Technology – April 2025
- D. Operations Division – April 2025
- E. Operations Risk Management Division – April 2025
- F. Water Quality Division – April 2025

ADJOURNMENT

There being no further business, Member Chumer moved that the meeting be adjourned. Member Webster seconded the motion which was duly adopted by the Members. The meeting adjourned at 7:31 PM.

THE SOUTHEAST MORRIS COUNTY  
MUNICIPAL UTILITIES AUTHORITY

  
ALEXIS BOZZA  
Assistant Secretary



## 2025 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 SMCMUA's regular meetings on the Bulletin Board at SMCMUA'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 4, 2025; and
2. By providing copies of the Annual Notice to 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 4, 2025; and
3. By providing copies of the Annual Notice for publication to the Daily Record and the Star Ledger on February 7, 2025.



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

Resolution No. 56-25

RESOLUTION AUTHORIZING PAYMENT OF MAY 2025 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	\$ 209,585.66
Total Operating Fund Checks and Wire Transfers	\$ 719,984.25

CAPITAL FUND

Total Capital Fund Expenditures	<u>\$ 1,209,467.72</u>
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TOTAL OF MAY 2025 LIST OF BILLS	\$ 2,139,037.63
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\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Members

Morristown:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

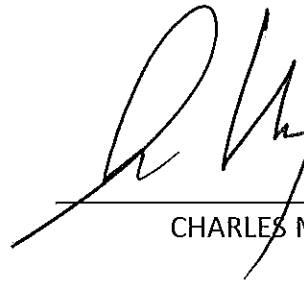
Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$2,139,037.63) for payment of the resolution entitled Resolution Authorizing Payment of May 2025 List of Bills in SMCMUA's 2025 Budget.

A handwritten signature in black ink, appearing to read 'C. Maggio', is written over a horizontal line.

CHARLES MAGGIO, Treasurer

Dated: May 15, 2025



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

Resolution No. 57-25

RESOLUTION INCREASING AUTHORIZED AMOUNT FOR USE OF VENDOR  
THROUGH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL

WHEREAS, SMCMUA 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 Programs, 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, Rio Supply Inc. was awarded Contract No. 41 for Water Meters/Data Recorders & Radio Frequency Meter Interface Units ("MIUs") by the MCCPC for and including the budget year 2025; and

WHEREAS, the Authority previously authorized the purchasing of such items for and including the budget year 2025 up to the amount of \$500,000.00, by Resolution No. 142-24 dated December 19, 2024; and

WHEREAS, the Authority wishes to increase the amount authorized to purchase MIU and meter reading equipment from Rio Supply Inc. by \$304,000.00; and

WHEREAS, the revised not to exceed amount of goods is estimated not to exceed the revised amount stated of \$804,000.00; and

WHEREAS, the Treasurer has certified the availability of funds in the 2025 Budget.

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

1. The authorized amount to purchase MIU and meter reading equipment from Rio Supply Inc. be and is hereby increased by \$304,000.00 for a revised not to exceed amount of \$804,000.00.

\* \* \* \* \*

Board Members

Morristown:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman


Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

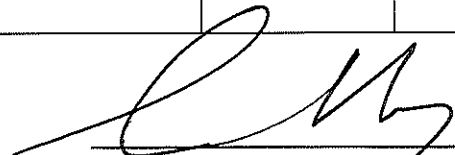
<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: May 15, 2025

### TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the 2025 Budget to purchase work, materials and supplies from the vendor listed below through the Morris County Cooperative Pricing Council in 2025. The cost is estimated not to exceed the amount stated:

CONTRACT	VENDORS	ITEMS	ACCOUNT NUMBER	ACCOUNT NAME	INITIAL AMOUNT REQUESTED	REVISED AMOUNT REQUESTED
47	Rio Supply Inc.	Water Meters, Data Recorders, Radio Frequency MIUs, MIU and Meter Reading Equipment	02-00-500-492	Meter Management Program	\$500,000.00	\$804,000.00

  
\_\_\_\_\_  
CHARLES MAGGIO, Treasurer

Dated: May 15, 2025





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

Resolution No. 58-25

RESOLUTION AUTHORIZING CONTRACT FOR OCCUPATIONAL HEALTH  
AND SAFETY TRAINING AND RELATED SERVICES

WHEREAS, the Authority has a need for occupational health and safety training and related services; and

WHEREAS, proposals were requested from five companies where one submitted a proposal; and

WHEREAS, the proposal has been reviewed by the Authority's Operations Risk Manager as set forth in a memorandum dated May 6, 2025, a copy of which memorandum is annexed hereto; and

WHEREAS, the Authority's Operations Risk Manager has recommended that a one-year contract be awarded to Tri-State Safety Solutions ("Tri-State") for its low responsive proposal for a total not to exceed contract value of \$25,000.00; and

WHEREAS, Tri-State 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

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

Board Members

Morristown:  
Max Huber  
Donald Kissil

Morris Township:  
Michael Chumer, PhD

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe, EIT  
Nicola Marucci, PE


Acting Executive Director and Water Quality Superintendent: Drew Saskowitz

Chief Financial Officer: Charles Maggio, CMFO, QPA

1. That a one-year contract be awarded to Tri-State Safety Solutions for its low cost and responsive proposal in the amount of \$25,000.00 in connection with occupational health and safety training and related services.
2. That the appropriate officers of the Authority be and they are hereby authorized and directed to execute a contract with regard to said project on behalf of the Authority in the manner provided by law.

\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: May 15, 2025





## MEMORANDUM

TO: SMCMUA BOARD

FROM: Celenia Mercado, Operations Risk Manager *CFM*

RE: Health, Safety, and Security (HSS) Training & Consulting Services

DATE: May 6, 2025

CC: Drew Saskowitz, Executive Director  
Charles Maggio, Chief Financial Officer  
Alexis Bozza, Executive Administrative Assistant

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Proposals for Health, Safety, and Security (HSS) Training & Consulting Services were requested on March 28, 2025, from five (5) companies. On May 6, 2025, proposals were received from one (1) company: Tri-State Safety.

### **Project Scope**

Tri-State Safety will provide training and consulting services to support SMCMUA's 2025-2026 health, safety, and regulatory compliance initiatives. The scope of services includes instructor-led training, field-based technical training, compliance program support and specialized consulting.

### **Project Drivers**

This initiative is driven by the ongoing need to maintain regulatory compliance, improve operational safety, and ensure that staff are properly trained on equipment use and high-risk tasks.

### **Proposal Review and Recommendation for Award**

The proposal submitted by Tri-State Safety was the most responsive to the requested scope of services.

Based on review of the proposal and Tri-State Safety's long-standing positive working relationship with the SMCMUA, it is recommended that a one-year contract be awarded to Tri-State Safety in the total not to exceed maximum amount of \$25,000.

Tri-State has demonstrated a strong understanding of SMCMUA's operational environment and regulatory needs. Their ability to deliver field-based technical training—such as backhoe and dump truck operator training sets them apart from general safety training providers. This level of technical expertise is critical to our field operations and is likely a key reason why other providers did not submit proposals.

The Treasurer has certified that sufficient funds are available in the 2025 Budget for the portion of the Contract to be expended in 2025; portions to be expended in 2026 will be subject to funds being allocated in the 2026 Budget. Table 1 provides a summary of the accounts to be charged for this Contract.

**Table 1**  
**Account Allocation**

Description	Amount	Account	2025	2026
HSS: Safety Training	\$25,000	02-40-550-624	\$12,500	\$12,500
Total	25,000			

### TREASURER'S CERTIFICATION

I hereby certify that sufficient funds are available for a contract with Tri-State Safety Solutions for occupational health and safety training and related services as follows:

1. In 2025, funds are available in the amount of \$12,500.00; and
2. In 2026, funds will be available in the amount of \$12,500.00; subject to the approval of the 2026 Budget.

The total maximum amount of this contract will not exceed \$25,000.00. The services will be charged to Account No. 02-40-525-624 (HSS: Safety Training).

  
\_\_\_\_\_  
CHARLES MAGGIO, Treasurer

Dated: May 15, 2025



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

Resolution No. 59-25

RESOLUTION AUTHORIZING LETTER OF INTENT WITH VERIZON – NEW JERSEY INC.  
FOR REMOVAL AND RELOCATION OF CABLES AND EQUIPMENT  
AT SKYLINE TANK IN MORRIS TOWNSHIP

WHEREAS, the Authority is party to a certain Memorandum of License Agreement under which New York SMSA Limited Partnership, d/b/a Verizon Wireless (“Verizon”) has located and operates wireless communication facilities on and at the Authority’s Skyline Tank, located at Skyline Drive in the Township of Morris; and

WHEREAS, the Authority is in preparations for improvements to the Skyline Tanks, part of which requires the removal and relocation of equipment on and around the tank, including the wireless communications equipment operated by Verizon at the site; and

WHEREAS, Verizon – New Jersey Inc., NJ OSP Engineering – Northern District (“Verizon NJ Engineering”), an engineering affiliate of Verizon, has submitted to the Authority a Letter of Intent pursuant to which it proposes to carry out the removal and relocation of its communication equipment for an amount not to exceed \$47,342.33; and

WHEREAS, the removal and relocation of Verizon NJ Engineering’s communication equipment at the Authority’s Skyline Tanks is critical to the successful completion of the improvements to the Skyline Tanks; and

WHEREAS, the work to be carried out by Verizon NJ Engineering is exempt from public bidding pursuant to N.J.S.A. 40A:11-5(1)(f) as the rendering of a service by a public utility that is subject to the jurisdiction of the New Jersey Board of Public Utilities; and

WHEREAS, the Authority has determined that the relocation services to be performed are necessary and reasonable; and will benefit the Water System; and

WHEREAS, the Treasurer has certified that there are sufficient funds available;

Board Members

Morristown:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

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

1. The Principal Engineer be and is hereby authorized and directed to execute the Letter of Intent provided by Verizon – New Jersey Inc. NJ OSP Engineering – Northern District under which Verizon has proposed to remove and relocate its communication equipment located the Authority's Skyline Tank in an amount not to exceed \$47,342.33.
2. This Letter of Intent is authorized without competitive bidding as permitted by and in accordance with N.J.S.A. 40A:11-5(1)(f).

\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated: May 15, 2025





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Verizon – New Jersey Inc.  
NJ OSP Engineering - Northern District  
9 Gates Av  
Montclair, NJ 07042

May 5, 2025

Patricia Dannhardt, PE  
Principal Engineer  
Southeast Morris County Municipal Utilities Authority  
19 Saddle Rd  
Cedar Knolls, NJ 07927

Re: Letter of Intent  
**Work Order # 4A0WV1M**

Dear Ms. Dannhardt

This is in response to your request for Verizon New Jersey Inc. to perform the following work:

- 101 Skyline Dr, Morris Twp
- Placing and splicing of new fiber
- Place Charles Cube
- Placing and splicing new FTE
- Removal of the CSC Cabinet and Mesa Cabinet
- Permits
- Police Protection

We have estimated that the cost of this work effort will be **\$ 47,342.33**

This is the amount of the advance payment that you will be required to make. You must return this signed agreement, along with the full advance payment, before your work will be engineered and scheduled for construction.

Upon job completion, you will be issued either: (1) a refund for any overpayment, or (2) an invoice, if the final actual costs exceed the advance payments received. Any unapplied portion of advance payments will be refunded to you within sixty (60) days of the final bill or cancellation of the job.

**If you agree to these terms, please sign below and forward/fax this signed letter of agreement to:**

**Verizon - ATTN: Karen Glynn  
9 Gates Ave, Montclair, NJ 07042  
Fax - 973-740-2214**

Upon receipt of your signed agreement the documentation will be forwarded to our billing center, which will send detailed instructions for making the advance payment. Your work order will be released for scheduling with our Construction Department once the advance payment is received.

If you are signing for a company or other entity, then by signing below, you warrant that you are authorized to bind the company or entity to the terms of this letter agreement.



---

Verizon – New Jersey Inc.  
NJ OSP Engineering - Northern District  
9 Gates Av  
Montclair, NJ 07042

Upon receipt of your signed agreement and advance payment, your work order will be engineered and released to our Construction Department for scheduling.

Verizon shall not be responsible to the extent its performance is delayed or prevented due to causes beyond its control, including but not limited to acts of God or the public enemy, terrorism, civil commotion, embargo, acts of government, any law, order, ordinance, regulation, or requirement of any government, fires, explosions, weather, quarantine, strikes, labor disputes, lockouts, and other causes beyond the reasonable control of Verizon.

Should you have any questions or concerns regarding these terms, please contact me at 973-436-1249 or via email at [Karen.a.glynn@verizon.com](mailto:Karen.a.glynn@verizon.com).

Please be advised that the price quoted herein is valid for sixty (60) days from the date of this letter. If this work request is cancelled after you have signed the agreement, you will be billed for any Engineering and Construction cost incurred after the date of signature that may include the cost to place and remove facilities.

If we do not receive this signed agreement and your advance payment within this sixty (60) day period, we will assume that you do not want the work to be undertaken and the project will be cancelled.

Sincerely,

Verizon New Jersey Inc.

Karen Glynn

I agree to the terms of this agreement:

Accepted: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature)

Print Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

## TREASURER'S CERTIFICATION

I certify that there are funds available (\$47,342.33) for the equipment removal and relocation services needed to be undertaken by Verizon – New Jersey Inc. in furtherance of the Authority's Skyline Tank Rehabilitation Project. This item will be charged to the 2025 Capital Budget Account No. 02-00-500-495 (Tank Improvement Projects).



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CHARLES MAGGIO, Treasurer

Dated: May 15, 2025





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

Resolution No. 60-25

RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR  
PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE  
HANOVER AVENUE BRIDGE OVER NJDOT ROUTE 287 PIPE SUPPORT AND BRIDGE DECK REPAIRS

WHEREAS, the Authority requested a proposal from French & Parrello Associates ("FPA") for professional engineering services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs; and

WHEREAS, the proposal submitted by FPA, in the not to exceed amount of \$119,000.00, was reviewed by the Engineering Manager as set forth in a memorandum dated May 6, 2025, 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, FPA 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 2025 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:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

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

1. That the proposal of French & Parrello Associates, for professional engineering services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$119,000.00.
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 SMCMUA 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.

\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## MEMORANDUM

TO: SMCMUA Board

FROM: Sophia (Heng) Dyer, PE, Engineering Manager SD

RE: Recommendation of Award - Replacement of Pipe Supports on the Hanover Avenue Bridge over Route 287

DATE: May 6, 2025

CC: Drew Saskowitz, LOR, Executive Director  
Charles Maggio, CMFO, QPA, Chief Financial Officer  
Alexis Bozza, QPA, Executive Administrative Assistant

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Proposal was received on for professional services in connection with the referenced project.

### **Project Scope**

The NJDOT is replacing the Hanover Avenue (CR 650) bridge deck over NJ State Route 287, located in Hanover Twp, NJ. The NJDOT has notified the SMCMUA that pipe hangers for the water main under the deck need to be replaced. SMCMUA requires the services of a consultant to perform the following tasks:

- Preparation of traffic control plans for Route 287
- Preparation of structural calculations as required for the NJDOT permit application
- Preparation of NJDOT permit applications
- Specification support including asbestos abatement recommendations
- Construction Observation which consists of observing the pipe support replacement by the SMCMUA Contractor and the protection of the water main during bridge deck replacement by the NJDOT Contractor.

Construction bid documents will be prepared by SMCMUA and the work will be performed by the successful bidder.

### **Proposal Review and Recommendation for Award**

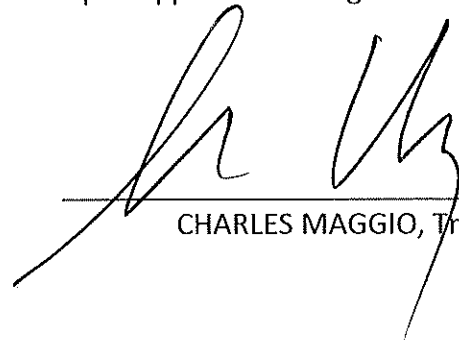
It is recommended that a contract be awarded to French & Parrello Associates in the total not-to-exceed maximum amount of \$119,000.00.

The Treasurer has certified that sufficient funds are available in the 2025 Budget.

Description of Account	Account	Budget Year	Amount
Main Rehabilitation and Replacement	CAPITAL: 02-00-500-499	2025	\$119,000.00

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 French & Parrello Associates for professional engineering services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs exceeds \$17,500.



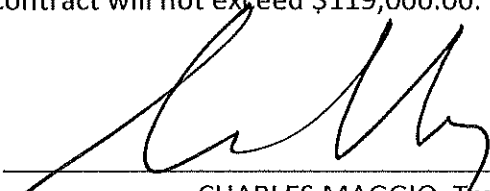
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CHARLES MAGGIO, Treasurer

Dated: May 15, 2025

### TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2025 Budget for payment of a contract with French & Parrello Associates for professional engineering services in connection with the Hanover Avenue Bridge over NJDOT Route 287 Pipe Support and Bridge Deck Repairs. This item will be charged to Capital Account No. 02-00-500-499 (Main Rehabilitation and Replacement). The total maximum amount of this contract will not exceed \$119,000.00.

  
\_\_\_\_\_  
CHARLES MAGGIO, Treasurer

Dated: May 15, 2025





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

Resolution No. 61-25

RESOLUTION AUTHORIZING AWARD OF A PROFESSIONAL ENGINEERING SERVICES CONTRACT  
IN CONNECTION WITH GEOGRAPHIC INFORMATION SYSTEM INTEGRATION  
TO UTILITY BILLING SYSTEM

WHEREAS, the Authority requested a proposal from Larson Design Group ("LDG") for professional engineering services in connection with geographic information system ("GIS") integration to utility billing system; and

WHEREAS, the proposal submitted by LDG, in the not to exceed amount of \$37,000.00, was reviewed by the Information Technology Director as set forth in a memorandum dated April 25, 2025, 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 2025 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:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

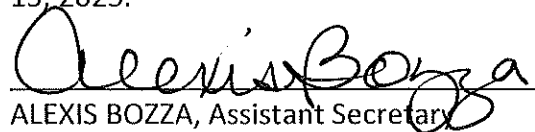
Chief Financial Officer: Charles Maggio

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

1. That the proposal of Larson Design Group, for professional engineering services in connection with GIS integration to utility billing system, be and the same is hereby accepted and approved at a total not-to-exceed maximum amount of \$37,000.00.
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 SMCMUA 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.

\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





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customerservice@smcmua.org  
smcmua.org

## MEMORANDUM

TO: SMCMUA Board

FROM: Nicholas Buono, Information Technology Director

RE: Professional Engineering Services in connection with Geographic Information System (GIS) Integration to Utility Billing System

DATE: April 25, 2025

CC: Drew Saskowitz, Executive Director  
Charles Maggio, Chief Financial Officer  
Alexis Bozza, Executive Administrative Assistant

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The Authority has requested a proposal from Larson Design Group (LDG) for professional engineering services related to the integration of GIS with a new customer service utility billing program. This project will include integration as well as the development of dashboards, reports, and web service applications.

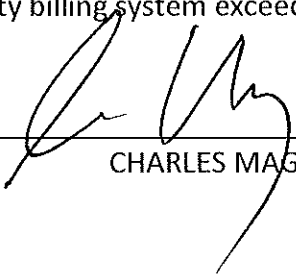
Building on the pilot program that LDG completed in 2024, which integrated GIS with the existing billing system, this initiative will employ an Open Database Connectivity (ODBC) connection to a SQL database, along with Application Programming Interfaces (APIs) to synchronize data between the two systems. This synchronization will provide near real-time updates for various data points, including lead survey results, block and lot updates, and account numbers associated with specific blocks and lots.

An essential component of this project is the substantial upgrade of the Esri ArcGIS Server software. As part of the upgrade process, the software will be tested in the Authority's test environment before being deployed to production. The testing phase will also assess compatibility with mobile applications, as well as existing GIS applications and workflows.

It is recommended that the Authority award a one-year professional service contract to LDG to perform the above services in the not to exceed amount of \$37,000. This contract will be charged to 2025 Capital Budget Account No. 02-00-500-493 (IT Projects). The Treasurer has certified that there are sufficient funds available to support this initiative.

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 geographic information system ("GIS") integration to utility billing system exceeds \$17,500.



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CHARLES MAGGIO, Treasurer

Dated: May 15, 2025

### TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2025 Budget for payment of a contract with Larson Design Group for professional engineering services in connection with geographic information system ("GIS") integration to utility billing system. This item will be charged to Capital Account No. 02-00-500-493 (IT Projects). The total maximum amount of this contract will not exceed \$37,000.00.

  
\_\_\_\_\_  
CHARLES MAGGIO, Treasurer

Dated: May 15, 2025



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

Resolution No. 62-25

RESOLUTION AUTHORIZING CONTRACT EXTENSION FOR  
FOR CONSULTING SERVICES IN CONNECTION WITH STAFFING AND RECRUITMENT

WHEREAS, SMCMUA entered into a contract dated May 19, 2022, with Aerotek, Inc., now doing business as Actalent, for consulting services in connection with staffing and recruitment (the "Contract") as authorized by Resolution No. 42-22 on March 17, 2022; and

WHEREAS, the Contract was for an initial term of one year with an option to renew by SMCMUA 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, on March 16, 2023, a one-year extension was authorized by Resolution No. 27-23; and

WHEREAS, on March 21, 2024, an additional one-year extension was authorized by Resolution No. 29-24; and

WHEREAS, the HR Assistant Director of SMCMUA has recommended that the Contract be extended for an additional period of one year; and

WHEREAS, the Members of SMCMUA hereby find, based upon a memorandum of the HR Assistant Director dated May 7, 2025, a copy of which is annexed hereto, that the services are being performed by Actalent 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 SMCMUA is \$60,000.00 covering a one year period; and

WHEREAS, the Treasurer has certified that there are sufficient funds available in the 2025 Budget; and

Board Members

Morristown:  
Arthur Clarke  
Max Huber

Morris Township:  
Michael Chumer  
Matthew Loughman

Morris Plains:  
Ralph R. Rotando  
Patricia Webster

Hanover Township:  
Nathan Kiracofe  
Nicola Marucci

Executive Director: Drew Saskowitz

Chief Financial Officer: Charles Maggio

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

1. The term of the Contract dated May 19, 2022, between SMCMUA and Aerotek, Inc., now doing business as Actalent, be and the same is hereby extended for an additional period of one year as provided in the Contract and permitted by the Local Public Contracts Law;
2. The extension shall be on the same terms and conditions, including price, as set forth in the existing Contract;
3. The Executive Director and 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.

\* \* \* \* \*

I hereby certify this to be a true copy of the resolution adopted by the Board of Members at a meeting duly convened of The Southeast Morris County Municipal Utilities Authority on May 15, 2025.

  
ALEXIS BOZZA, Assistant Secretary

Vote on Resolution:

<u>Member</u>	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Michael Chumer	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arthur Clarke	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nathan Kiracofe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Matthew Loughman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nicola Marucci	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ralph Rotando	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patricia Webster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Max Huber	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





## MEMORANDUM

TO: SMCMUA Board

FROM: Heather Brandao, HR Assistant Director *HB*

RE: Consulting Services in Connection with Staffing and Recruitment

DATE: May 7, 2025

CC: Drew Saskowitz, Executive Director  
Charles Maggio, CMFO, QPA, Chief Financial Officer

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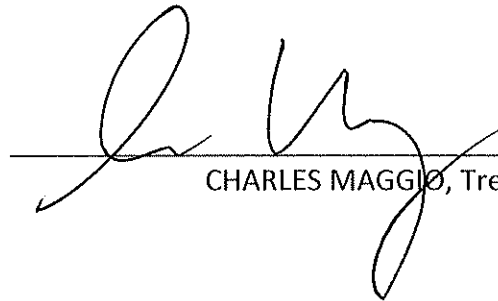
On November 18, 2021, the Board authorized the use of the competitive contracting process (N.J.S.A. 40A:11—4.1) for consulting services in connection with staffing and recruitment. The primary goal of this contract was to utilize a vendor's expertise to complete the staffing solutions from temporary, temporary-to-hire, and direct-hire services. In addition, the vendor also provides services to the SMCMUA's HR Assistant Director regarding recruitment strategy and access to an extensive network of talented and skilled workers to cover short and long-term staffing needs. A total of three (3), one-year contract extensions were authorized and awarded to Aerotek Inc., now doing business as Actalent, in the not-to-exceed amount of \$60,000 at the same terms and conditions, including price, as the original contract. SMCMUA has agreed to an additional one-year extension at the same terms and conditions, including price. A recap of associated fees is provided below:

Direct Placement Fee: 25% of First Year Salary Temporary  
Staffing: 1.55% Hourly Markup to Payrate

I am recommending the extension of the Actalent contract 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 in the 2025 Budget for payment of a contract extension with Aerotek, Inc., now doing business as Actalent, for consulting services in connection with staffing and recruitment. The total maximum amount of this contract will not exceed \$60,000.00. This item will be charged to Account No. 02-35-400-626 (Human Resources: Recruitment Services).



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CHARLES MAGGIO, Treasurer

Dated: May 15, 2025