

THE SOUTHEAST MORRIS COUNTY MUNICIPAL UTILITIES AUTHORITY

MEETING MINUTES

JUNE 16, 2022

The Regular Meeting of The Southeast Morris County Municipal Utilities Authority (the "Authority") was held on Thursday, June 16, 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, Chumer, Huber, Kiracofe, Marucci and Webster

ABSENT: Member Kissil

Also present were the following: Laura Cummings, PE, Executive Director; Charles Maggio, Chief Financial Officer; Sophia Dyer, PE, Principal Engineer; Dave Jones, Operations Manager; Heather Brandao, HR Generalist; Alexis Bozza, Executive Administrative Assistant; and David J. Ruitenbergh, Esq., General Counsel to the Authority.

PUBLIC DISCUSSION

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

MOTION APPROVING MINUTES OF MAY 19, 2022

Copies of the minutes of the meeting held on May 19, 2022, were distributed to the Members prior to the meeting for review and comment. Member Baldassari moved that the minutes be adopted as presented. Member Huber seconded the motion which was duly adopted by the following vote:

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

ABSTAINS: None

RESOLUTION APPROVING CLOSED SESSION MINUTES OF MAY 19, 2022

Copies of the closed session minutes of the meeting held on May 19, 2022, were distributed to the Members prior to the meeting for review and comment. Member Baldassari moved to approve the closed session minutes and offered the following resolution:

RESOLUTION NO. 67-22

RESOLUTION APPROVING CLOSED SESSION MINUTES OF MAY 19, 2022

"COPY ANNEXED"

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

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

ABSTAINS: None

RESOLUTION – APPROVAL OF JUNE 2022 LIST OF BILLS

Copies of the bill list for June 2022 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. 68-22

RESOLUTION AUTHORIZING PAYMENT OF LIST OF BILLS FOR MAY 2022

"COPY ANNEXED"

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

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

NOES: None

OTHER BUSINESS

- A. Resolution Authorizing Use of Competitive Contracting for Specialized Data Processing Services

The Members reviewed a memorandum from the Executive Administrative Assistant dated June 3, 2022. SMCMUA is in need of consulting services in connection with its website redesign project. The primary goal is to utilize a vendor's expertise to

optimize digital communications for customers with potentially a full suite of integrated solutions, resulting in more efficient operations, and more positive community experiences. Given the nature of the services being sought, it is deemed to be in the best interest of SMCMUA and the water system to utilize competitive contracting for the solicitation of proposals. Competitive contracting may be used by local contracting units in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold. The methodology for awarding of competitive contracts is based on an evaluation and ranking of specified criteria, as opposed to the bidding process where award is made to the lowest responsive, responsible bidder. In order to initiate competitive contracting, the governing body shall pass a resolution authorizing its use (N.J.S.A. 40A:11-4.1). Member Huber offered the following resolution:

RESOLUTION NO. 69-22

RESOLUTION

"COPY ANNEXED"

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

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

NOES: None

B. Resolution Authorizing Change Order to the Contract for Mechanical and Electrical Maintenance, Servicing and Repair of Potable Water Wells, Pumping and Related Facilities

The Members reviewed a memorandum from the Operations Manager dated June 7, 2022. SMCMUA previously awarded a contract to Longo Electrical-Mechanical Inc. ("Longo") for mechanical and electrical maintenance, servicing and repair of potable water wells, pumping and related facilities. The maximum cost to the Authority authorized was \$113,296.00. The Operations Manager stated that additional work was needed to cover maintenance and repair of variable frequency drives, pumps, motors, and other electrical assets. The additional services will cost an additional amount not to exceed \$22,659.20 as more particularly set forth in the memorandum. The Treasurer certified that funds are available. Member Webster offered the following resolution:

RESOLUTION NO. 70-22

RESOLUTION AUTHORIZING CHANGE ORDER TO THE CONTRACT FOR MECHANICAL AND ELECTRICAL MAINTENANCE, SERVICING AND REPAIR OF POTABLE WATER WELLS, PUMPING AND RELATED FACILITIES

"COPY ANNEXED"

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

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

NOES: None

C. Resolution Ratifying Authorization to Purchase Water Works Materials

The Members reviewed a memorandum from the Operations Manager dated June 7, 2022. The Authority has a need to purchase gate valves and mechanical joint restraints where the currently contracted vendor is unable to provide due to supply chain issues. Quotes were solicited for the various water works materials. Raritan Pipe & Supply provided the lowest cost quote for the materials in the not to exceed amount of \$38,364.69. The purchase was authorized by the Chairman on June 3, 2022, subject to the Authority's ratification and its determination that the purchase is in the best interest of the Authority and the Water System. The amount is below the threshold for public bidding under the Local Public Contracts Law. Raritan Pipe & Supply 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. The Treasurer certified that funds are available. Member Webster offered the following resolution:

RESOLUTION NO. 71-22

RESOLUTION RATIFYING AUTHORIZATION TO PURCHASE 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, Marucci and Webster

NOES: None

D. Resolution Authorizing Use of Vendor under the Educational Services Commission of New Jersey

The Members reviewed a memorandum from the Chief Financial Officer dated June 6, 2022. SMCMUA is a participant in a Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative Pricing System ("ESCNJCPS"). SMCMUA wishes to purchase certain items from an authorized vendor under the ESCNJCPs during the 2022 budget year. The purchase of work, materials and supplies through Cooperative Pricing Councils, such as the ESCNJCPs, is authorized without additional advertising by the participants under Section 11 (5) of the Local Public Contracts Law, N.J.S.A. 40A:11-11(5). The requested vendor has been awarded a contract by the ESCNJCPs. The cost is estimated not to exceed \$25,000. The Treasurer of the Authority certified funds are available. Member Webster offered the following resolution:

RESOLUTION NO. 72-22

RESOLUTION AUTHORIZING USE OF VENDOR UNDER THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

"COPY ANNEXED"

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

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

NOES: None

E. Resolution Authorizing Closed Session Discussion

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

RESOLUTION NO. 73-22

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

"COPY ANNEXED"

Resolved that discussion of:

1. Contract Negotiations with New Jersey Utilities United Local No. 1; and
2. Compensation of Management Personnel

be held in closed session pursuant to subsections 4 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 discussion 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 discussion may be disclosed.

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

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

NOES: None

The Chairman moved into closed session.

[CLOSED SESSION MEETING TO FOLLOW]

[RESUMPTION OF PUBLIC MEETING]

- F. Resolution Approving Salary Compensation for Management Personnel for 2022

The Members reviewed the recommendations of the Human Resource Generalist and the Personnel Committee regarding salary increases for management personnel as set forth in a schedule previously presented to the Members. Member Chumer offered the following resolution:

RESOLUTION NO. 74-22

RESOLUTION APPROVING SALARY COMPENSATION FOR MANAGEMENT PERSONNEL
FOR 2022

"COPY ANNEXED"

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

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

NOES: None

REPORTS

- A. General Administration Division – May 2022
- B. Engineering Division – May 2022
- C. Finance Division – May 2022
 - 1. Billing and Customer Service – May 2022
- D. Information Technology Division – May 2022
- E. Operations Division – May 2022
- F. Operations Risk Management Division – May 2022
- G. Water Quality Division – May 2022

ADJOURNMENT

There being no further business, Member Huber moved that the meeting be adjourned. Member Baldassari seconded the motion. The meeting adjourned at 8:09 PM.

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

Alexis Bozza
Digitally signed by Alexis Bozza
DN: cn=Alexis Bozza, o=SMCMUA,
ou=Administration, email=abozza@smcmua.org,
c=US
Date: 2022.07.22 14:15:02 -04'00'

ALEXIS BOZZA
Assistant Secretary

SUNSHINE LAW STATEMENT

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

1. By posting a copy of 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
- (973) 326-6864
- customerservice@smcmua.org
- smcmua.org

Resolution No. 67-22

RESOLUTION APPROVING CLOSED SESSION MINUTES

RESOLVED that the attached minutes of the Closed Session Meeting held on May 19, 2022, be and the same are hereby approved but withheld from public inspection and insertion in the regular Minute Book pending release for public disclosure pursuant to the provisions of the Open Public Meetings Act; and

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

ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


ALEXIS BOZZA, Assistant Secretary


RALPH R. ROTANDO, Chairman

Dated: June 14, 2022

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, PhD

Morris Plains:
Ralph R. Rotando
Patricia Webster

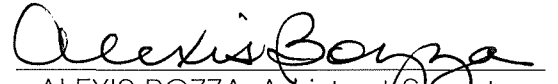
Hanover Township:
Nathan Kiracofe, EIT
Nicola Marucci, PE

Executive Director: Laura Cummings, PE

Chief Financial Officer: Charles Maggio, CMFO, QPA

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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Resolution No. 68-22

RESOLUTION AUTHORIZING PAYMENT OF JUNE 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	\$ 354,709.86
Total Operating Fund Checks and Wire Transfers	\$ 724,630.45

CAPITAL FUND

Total Capital Fund Expenditures	\$ <u>231,582.59</u>
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TOTAL OF JUNE 2022 LIST OF BILLS	\$ 1,310,922.90
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ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


RALPH R. ROTANDO, Chairman

Dated: June 16, 2022

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
Michael Chumer, PhD

Morris Plains:
Ralph R. Rotando
Patricia Webster

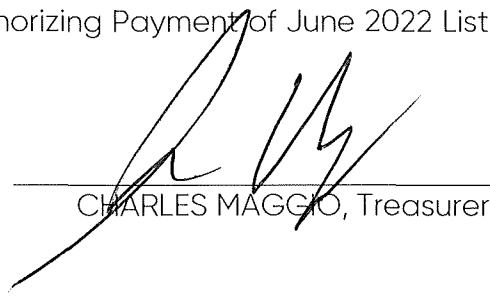
Hanover Township:
Nathan Kiracofe, EIT
Nicola Marucci, PE

Executive Director: Laura Cummings, PE

Chief Financial Officer: Charles Maggio, CMFO, QPA

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available (\$1,310,922.90) for payment of the resolution entitled Resolution Authorizing Payment of June 2022 List of Bills in the Authority's 2022 Budget.




CHARLES MAGGIO, Treasurer

Dated: June 16, 2022

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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Resolution No. 69-22

RESOLUTION AUTHORIZING USE OF COMPETITIVE CONTRACTING
FOR SPECIALIZED DATA PROCESSING SERVICES

WHEREAS, the Executive Director has recommended that The Southeast Morris County Municipal Utilities Authority (the "Authority") solicit proposals for consulting services in connection with its website redesign project by use of the competitive contracting process authorized by the Local Public Contacts Law (N.J.S.A. 40A:4.1-4.5); and

WHEREAS, it is deemed to be in the best interest of the Authority and the water system to utilize competitive contracting for the solicitation of proposals for such services; and

WHEREAS, N.J.S.A. 40A:11-4.3 requires that the governing body of the Authority pass a resolution authorizing the use of competitive contracting each time specialized services are desired to be contracted for by use of the competitive contracting process;

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the use of competitive contracting for the solicitation of data processing services described above be and the same is hereby authorized and approved.

ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


ALEXIS BOZZA, Assistant Secretary


RALPH R. ROTANDO, Chairman

Dated: June 14, 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

Executive Director: Laura Cummings, PE

Chief Financial Officer: Charles Maggio, CMFO, QPA

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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Resolution No. 70-22

RESOLUTION AUTHORIZING CHANGE ORDER TO THE CONTRACT FOR MECHANICAL AND ELECTRICAL MAINTENANCE, SERVICING AND REPAIR OF POTABLE WATER WELLS, PUMPING AND RELATED FACILITIES

WHEREAS, the Authority awarded a contract to Longo Electrical-Mechanical Inc. ("Longo") for mechanical and electrical maintenance, servicing and repair of potable water wells, pumping and related facilities; and

WHEREAS, the maximum cost to the Authority authorized was \$113,296.00; and

WHEREAS, the Operations Manager has provided a memorandum ("memorandum") dated June 7, 2022, that a Change Order for additional work required was needed to cover maintenance and repair of variable frequency drives, pumps, motors, and other electrical assets; and

WHEREAS, the additional services will cost the Authority an additional amount not to exceed \$22,659.20 as more particularly set forth in the memorandum and the proposed change order, copies of which are annexed hereto; and

WHEREAS, the Authority has determined that the services performed were necessary and reasonable; and

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

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

1. The additional work provided under the contract with Longo Electrical-Mechanical Inc. for mechanical and electrical maintenance, servicing and repair of potable water wells, pumping and related facilities be authorized at a cost to the Authority not to exceed \$22,659.20.

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

Executive Director: Laura Cummings, PE


Chief Financial Officer: Charles Maggio, CMFO, QPA

2. The proposed changed order annexed hereto, be and the same is hereby approved.
3. The Executive Director be and is hereby authorized to execute and deliver said change order for the Authority.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


RALPH R. ROTANDO, Chairman

Dated: June 16, 2022



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MEMORANDUM

TO: SMCMUA Board

FROM: David Jones, Operations Manager 

RE: Electrical and Mechanical Maintenance and Repair Contract Increase

DATE: June 7, 2022

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

On June 23, 2021, SMCMUA extended the Electrical and Mechanical Maintenance and Repair Contract with Longo Electric. Due to increases in supply chain costs, the Operations Manager is requesting an additional \$22,659.20 to cover maintenance and repair of VFD's, pumps, motors, and other electrical assets.

The original amount of the awarded contract is \$113,296.00. The additional \$22,659.20 will bring the new contract total to \$135,955.20.

The Treasurer has certified that sufficient funds are available in the Budget. This item will be charged to Operating Budget No. 02-70-400-649 (Electrical and Mechanical Maintenance and Repair).

Regards,

David Jones
Operations Manager

CONTRACT CHANGE ORDER

CONTRACTOR: Longo Electrical-Mechanical Inc.	CHANGE ORDER No. 1 CONTRACT Mechanical and Electrical Maintenance, Servicing and Repair of Potable Water Wells, Pumping and Related Facilities
OWNER: The Southeast Morris County Municipal Utilities Authority	ENGINEER: N/A
DATE OF ISSUE: 06/16/2022	EFFECTIVE DATE: 08/01/2020
<p>The Contractor is hereby directed to make the following changes in the Contract Documents.</p> <p>Description:</p> <p>This is a Change Order to revise the Contract Amount.</p> <p>Reason for Change Order:</p> <p>Additional work was needed to cover maintenance and repair of variable frequency drives, pumps, motors, and other electrical assets.</p> <p>Attachments: <i>(List documents supporting change and justifying cost and time)</i></p> <p>06/07/22 Memorandum from the Operations Manager</p>	
CHANGE IN CONTRACT PRICE: Original Contract Price: \$ 113,296.00	CHANGE IN CONTRACT TIMES: Original Contract Times: <i>(calendar days or dates)</i>
Net changes from previous C. O.'s No. ___ to ___ \$ -	Net changes from previous C. O.'s No. ___ to ___ <i>(calendar days)</i>
Contract Price Prior to this Change Order: \$ 113,296.00	Contract Times prior to this Change Order: <i>(calendar days or dates)</i>
Net Increase (decrease) of this Change Order: \$ 22,659.20	Net Increase (decrease) of this Change Order: <i>(calendar days)</i>
Contract Price with all Approved Change Orders: \$ 135,955.20	Contract Times with all Approved Change Orders: <i>(calendar days or dates)</i>
RECOMMENDED: (Engineer) By: Date:	APPROVED: (Owner) By: Date:
ACCEPTED: (Contractor) By: Date:	REVIEWED: (Funding Agency) By: Date:

TREASURER'S CERTIFICATION

I hereby certify that funds are available in the amount of \$26,165.06 for payment of a change order with Longo Electrical-Mechanical Inc. for mechanical and electrical maintenance, servicing and repair of potable water wells, pumping and related facilities. This item will be charged to Account No. 02-70-400-649: Electrical and Mechanical Maintenance and Repair.

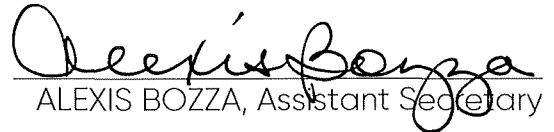


CHARLES MAGGIO, Treasurer

Dated: June 16, 2022

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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Resolution No. 71-22

RESOLUTION RATIFYING AUTHORIZATION TO PURCHASE WATER WORKS MATERIALS

WHEREAS, the Authority has a need to purchase gate valves and mechanical joint restraints; and

WHEREAS, quotes were solicited for the various water works materials;

WHEREAS, Raritan Pipe & Supply provided the lowest cost quote for the materials in the not to exceed amount of \$38,364.69; and

WHEREAS, the purchase was authorized by the Chairman on June 3, 2022, subject to the Authority's ratification and its determination that the purchase is in the best interest of the Authority and the Water System; and

WHEREAS, the amount is below the threshold for public bidding under the Local Public Contracts Law; and

WHEREAS, Raritan Pipe & Supply 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; and

WHEREAS, the Treasurer has certified that funds are available;

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

Executive Director: Laura Cummings, PE

Chief Financial Officer: Charles Maggio, CMFO, QPA

1. The officers and staff of the Authority are hereby authorized and directed to execute and deliver such documents and take such action as shall be necessary or convenient to effectuate and implement the water works material purchase from Raritan Pipe & Supply which is hereby approved and ratified.

ATTEST:



ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY

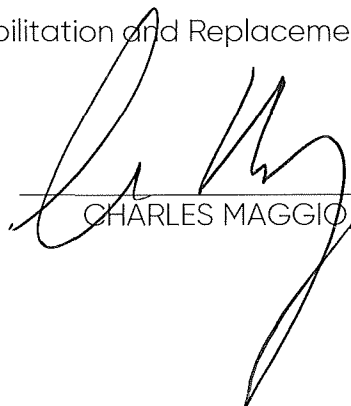


RALPH R. ROTANDO, Chairman

Dated: June 16, 2022

TREASURER'S CERTIFICATION

I hereby certify that there are sufficient funds available in the amount of \$38,364.69 for the purchase of gate valves and mechanical joint restraints from Raritan Pipe & Supply in the Authority's 2022 Budget. This item will be charged to Capital Account No. 02-00-500-499 (Main Rehabilitation and Replacement).



CHARLES MAGGIO, Treasurer

Dated: June 16, 2022

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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Resolution No. 72-22

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

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

WHEREAS, the Authority wishes to purchase the items listed in Exhibit "A" from the authorized vendor under the ESCNJCPs during the 2022 budget year; and

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

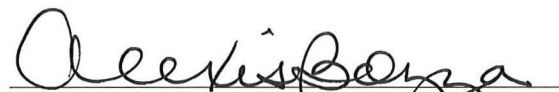
WHEREAS, the vendor listed in Exhibit "A" attached hereto has been awarded a contract by the ESCNJCPs; and

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

WHEREAS, the Treasurer of the Authority has certified the availability of funds for these items 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 for use for the budget year 2022.

ATTEST:


ALEXIS BOZZA, Assistant Secretary

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


RALPH R. ROTANDO, Chairman

Dated: June 16, 2022

Board Members

Morristown:
Max Huber
Donald Kissil

Morris Township:
Dennis Baldassari
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Morris Plains:
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Executive Director: Laura Cummings, PE

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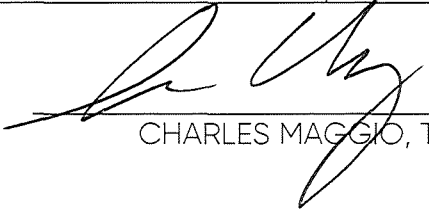
Exhibit "A"

CONTRACT	VENDOR	ITEMS	AMOUNT
20/21-01	Business Furniture Inc. (BFI)	Office Furniture	\$25,000

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 Educational Services Commission of New Jersey Cooperative Pricing System in 2021. The cost is estimated not to exceed the amount stated:

CONTRACT	VENDOR	ITEMS	BUDGET ACCT #	ACCOUNT NAME	AMOUNT BUDGETED	AMOUNT REQUESTED
20/21-01	Business Furniture Inc. (BFI)	Office Furniture	02-00-500-498	Facility Improvements HQ Upgrade	\$100,000	\$25,000

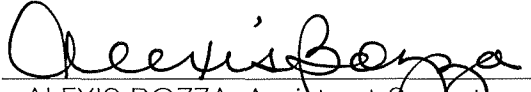


CHARLES MAGGIO, Treasurer

Dated: June 16, 2022

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



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

Resolution No. 73-22

RESOLUTION AUTHORIZING CLOSED SESSION DISCUSSION

RESOLVED that the following discussions of:

1. Contract Negotiations with New Jersey Water Utilities United Local No. 1; and
2. Compensation of Management Personnel

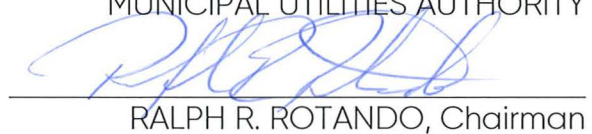
be held in closed session pursuant to subsections 4 and 8 of Section 12b of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.); and

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:

THE SOUTHEAST MORRIS COUNTY
 MUNICIPAL UTILITIES AUTHORITY


 ALEXIS BOZZA, Assistant Secretary


 RALPH R. ROTANDO, Chairman

Dated: June 16, 2022

Board Members

Morristown:
 Max Huber
 Donald Kissil

Morris Township:
 Dennis Baldassari
 Michael Chumer, PhD

Morris Plains:
 Ralph R. Rotando
 Patricia Webster

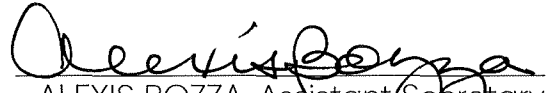
Hanover Township:
 Nathan Kiracofe, EIT
 Nicola Marucci, PE

Executive Director: Laura Cummings, PE

Chief Financial Officer: Charles Maggio, CMFO, QPA

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022



- 19 Saddle Road
Cedar Knolls, NJ 07927
- (973) 326-6880
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Resolution No. 74-22

RESOLUTION APPROVING SALARY COMPENSATION
FOR MANAGEMENT PERSONNEL FOR 2022

WHEREAS, the Board has reviewed and been briefed upon the Management Compensation Report (the "Report") prepared for The Southeast Morris County Municipal Utilities Authority ("SMCMUA") by the Newport Group and the recommendations set forth in the Report; and

WHEREAS, the Human Resource Generalist has recommended that the findings and conclusions set forth in the Report concerning management salary structures and ranges be adopted in conjunction with the review and consideration of 2022 salary increases for management personnel; and

WHEREAS, the HR Generalist has reviewed said structures and ranges with the SMCMUA Personnel Committee in order that the Committee make certain recommendations to the Board regarding management personnel compensation for 2022; and

WHEREAS, the Personnel Committee has recommended certain salary increases for specific management employees for 2022 as set forth in the Schedule annexed hereto as Exhibit "A"; and

WHEREAS, the Board of The Southeast Morris County Municipal Utilities Authority has reviewed said recommendations as well as the policies set forth in the Compensation Plan;

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

NOW THEREFORE BE IT RESOLVED by The Southeast Morris County Municipal Utilities Authority that the Compensation Plan and related policies, as well as the recommended salary changes included therein and annexed hereto as Exhibit "A" be and are hereby adopted and approved to be retroactively effective as of January 1, 2022.

ATTEST:

THE SOUTHEAST MORRIS COUNTY
MUNICIPAL UTILITIES AUTHORITY


ALEXIS BOZZA, Assistant Secretary


RALPH R. ROTANDO, Chairman

Dated: May 19, 2022

Exhibit "A"

COMPENSATION PLAN FOR MANAGEMENT EMPLOYEES

1. The following exempt and management positions are established:

<u>Position</u>	<u>Position Classification</u>
Chief Engineer	Exempt
Chief Financial Officer	Exempt
Customer Service and Billing Manager	Non-Exempt
Engineering Associate	Non-Exempt
Engineering Associate III	Non-Exempt
Engineering Services Supervisor	Exempt
Executive Administrative Assistant	Non-Exempt
Executive Director	Exempt
Finance Office Supervisor	Non-Exempt
General Administration Assistant	Non-Exempt
Human Resources Assistant	Non-Exempt
Human Resources Generalist	Exempt
IT Director	Exempt
IT Infrastructure Supervisor	Non-Exempt
IT Systems Administrator	Non-Exempt
Operations Assistant Supervisor	Non-Exempt
Operations Manager	Non-Exempt
Operations Risk Assistant Supervisor	Non-Exempt
Operations Risk Manager	Exempt
Payroll and Benefits Administrator	Non-Exempt
Principal Engineer	Exempt
Senior Engineer	Exempt
Water Quality Assistant Supervisor	Non-Exempt
Water Quality Superintendent	Exempt
Water Quality Supervisor	Non-Exempt
Water Treatment Process Engineering Associate	Non-Exempt

2. The approved base salary ranges for the above-cited positions are within the SMCMUA 2022 Position Salary Guide below:

Job Title	Minimum	Maximum
Division Leadership		
Executive Director	\$188,500.00	\$301,600.00
Director of Operations	\$110,700.00	\$166,100.00
Chief Engineer	\$133,800.00	\$200,700.00
Chief Financial Officer	\$124,500.00	\$186,800.00
IT Director	\$125,500.00	\$188,300.00
Water Quality Superintendent	\$106,000.00	\$159,000.00
Management & Staff		
Revenue Integrity and Operations Supervisor	\$65,200.00	\$97,800.00
Operations Assistant Supervisor	\$61,800.00	\$92,700.00
Principal Engineer	\$104,600.00	\$156,900.00
Senior Engineer	\$87,500.00	\$131,300.00
Capital Improvements Program Manager	\$75,000.00	\$112,500.00
Engineering Services Supervisor	\$69,100.00	\$103,700.00
Engineering Associate III	\$68,000.00	\$102,000.00
Engineering Associate	\$61,400.00	\$92,100.00
Engineering Project Coordinator	\$52,600.00	\$78,900.00
Human Resources Generalist	\$73,400.00	\$110,100.00
Human Resources Manager	\$95,000.00	\$142,500.00
Customer Service and Billing Manager	\$80,600.00	\$120,900.00
Finance Supervisor	\$76,400.00	\$114,600.00
Payroll and Benefits Administrator	\$49,000.00	\$73,500.00
Human Resources Assistant	\$48,300.00	\$72,500.00
Executive Administrative Assistant	\$67,400.00	\$101,100.00
General Administration Assistant	\$46,400.00	\$69,600.00
IT Infrastructure Supervisor	\$77,800.00	\$116,700.00
Cyber Security Specialist	\$75,100.00	\$112,700.00
IT Systems Administrator	\$72,500.00	\$108,800.00
IT Data Analyst	\$54,200.00	\$81,300.00
Operations Risk Manager	\$93,000.00	\$139,500.00
Operations Risk Assistant Supervisor	\$59,000.00	\$88,500.00
Water Quality Supervisor	\$70,700.00	\$106,100.00
Water Treatment Process Engineering Associate	\$61,300.00	\$92,000.00
Water Quality Assistant Supervisor	\$60,200.00	\$90,300.00

3. The Human Resources Generalist shall maintain and periodically update job descriptions for each of the positions authorized above. Recommendations for changes in job titles and salary levels shall be reviewed by the Executive Director and Chief Financial Officer and endorsed by the Personnel Committee subject to final approval of the Board.

4. The Human Resource Generalist shall ensure the preparation of an annual performance evaluation for each management position. The Human Resource Generalist shall submit recommendations for management salary adjustments to the Personnel Committee before the end of each year. The Personnel Committee shall review the Human Resource Generalist's report and recommend a compensation package to the Board of Members for consideration not later than the Board's first meeting in December. The Board may, but shall not be obligated to, act on such recommendation.
5. The Human Resource Generalist shall conduct a management compensation at least every two years and may recommend changes based on market conditions, Consumer Price Index, or other recognized index or industry-standard which accurately measures the cost of living or upon any other relevant economic and performance factors. The Board of Members shall consider changes in the minimum and maximum levels along with the compensation recommendations of the Personnel Committee.

2022 RECOMMENDED SALARY CHANGES

Employee	Job Title	2022 Salary	Increase Amount	2022 Salary
Boba, Alan	IT Systems Administrator	\$65,000.00	\$1,625.00	\$66,625.00
Bozza, Alexis	Executive Administrative Assistant	\$91,483.00	\$2,287.08	\$93,770.08
Brandao, Heather	Human Resources Generalist	\$92,500.00	\$3,500.00	\$96,000.00
Buono, Nicholas	IT Director	\$144,050.00	\$12,850.00	\$156,900.00
DeSimone, Gregory	Revenue Integrity and Operations	\$82,800.00	\$2,070.00	\$84,870.00
Dyer, Sophia	Principal Engineer	\$110,000.00	\$2,750.00	\$112,750.00
Elam, Jeff	Chief Engineer	\$135,004.00	\$3,375.10	\$138,379.10
Hogan, Patricia	Water Treatment Process Engineering	\$73,383.00	\$3,217.00	\$76,600.00
Jonach, Jeremy	IT Infrastructure Supervisor	\$76,160.00	\$6,840.00	\$83,000.00
Kenneweg, Lisa	Water Quality Assistant Supervisor	\$61,800.00	\$1,545.00	\$63,345.00
Lacreta, Debora	Customer Service and Billing Manager	\$73,403.00	\$1,835.08	\$75,238.00
Maggio, Charles	Chief Financial Officer	\$115,455.00	\$9,045.00	\$124,500.00
Mercado, Celenia	Operations Risk Manager	\$89,250.00	\$4,500.00	\$93,750.00
Peragine, Clare	Water Quality Supervisor	\$75,584.00	\$3,416.00	\$79,000.00
Saskowitz, Andrew	Water Quality Superintendent	\$130,190.00	\$3,254.75	\$133,444.75
Smith, Richard	Engineering Associate	\$69,525.00	\$1,738.13	\$71,263.13
Suarez, Jose	Operations Assistant Supervisor	\$70,010.00	\$1,750.25	\$71,760.25
Uelen, Christopher	Engineering Services Supervisor	\$89,124.00	\$2,228.10	\$91,352.10
Zimmermann, Geraldine	Payroll and Benefits Administrator	\$64,268.00	\$1,606.70	\$65,874.70

TREASURER'S CERTIFICATION

I hereby certify funds are available in the 2022 Budget in the amount of \$69,433.19 for payment of compensation for management employees effective January 1, 2022.

This item will be charged as follows:

Account No.	Description	Amount
02-10-400-501	General Administration: Salary & Wages	\$12,378.41
02-12-400-501	IT: Salary & Wages	\$21,315.00
02-30-400-501	Finance: Salary & Wages	\$10,880.08
02-35-400-501	HR: Salary & Wages	\$5,106.70
02-40-550-501	HSS: Salary & Wages	\$4,500.00
02-40-400-501	Operations Administrative: Salary & Wages	\$3,820.25
02-75-400-501	Water Quality: Salary & Wages	\$11,432.75



CHARLES MAGGIO, Treasurer

Dated: June 16, 2022

CERTIFICATION

I hereby certify the foregoing to be a true copy of the resolution adopted by The Southeast Morris County Municipal Utilities Authority on June 16, 2022, at a meeting duly convened of said Authority.


ALEXIS BOZZA, Assistant Secretary

Dated: June 16, 2022