

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON APRIL 17, 2019 AT THE AUTHORITY'S ADMINISTRATION BUILDING, LAFAYETTE, NEW JERSEY

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE

The Meeting was called to order at 3:00 p.m.

The following were present: Chairman Drake, Vice Chairman Meyer, Commissioners Perez, Dietz, Cocula, and Petillo, Administrator John Hatzelis, Executive Director/Chief Engineer Varro, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Giacobbe, Special Counsel Thomas Prol, Recording Secretary Tara Kronski.

Absent: Commissioner Petillo and General Counsel Napolitano

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Drake stated that the meeting has been duly advertised, and notice given thereof, as required by P.L. 1975, Chapter 231.

3. OPEN TO PUBLIC COMMENT

Chairman Drake opened the meeting to public comment. No public present.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Mr. Hatzelis requested to move presentation by Keith Mitchell from the Mitchell Agency to the beginning of the Agenda. Commissioner Perez moved Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (6); Nays (0); Absent (1). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Madsen moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions requested. On voice vote: Ayes (6), Nays (0), Absent (1). The motion carried.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the April 3, 2019 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Dietz motioned to approve, seconded by Commissioner Perez. On roll call vote: Ayes (5) Commissioners Perez, Drake, Dietz, Cocula, Meyer; Nays (0); Abstain (1) Madsen; Absent (1) Petillo. The motion passed.

Commissioner Cocula moved to approve the Open and Closed Meeting Minutes for the March 6, 2019 Authority Meeting, Commissioner Madsen seconded. On roll call vote: Ayes (5) Commissioners Meyer, Drake, Dietz, Cocula; Nays (0); Abstain (1) Perez; Absent (1) Petillo. The motion passed.

The Open and Closed Minutes from the March 20, 2019 and April 3, 2019 Authority Meetings were emailed the Commissioners for their review.

7. BUSINESS

Mr. Hatzelis introduced Mr. Keith Mitchell of the Mitchell Agency to give a status report on the SCMUA's account. The Mitchell Agency has been the Risk Manager for the Authority since 2016 and the SCMUA has received a Safety of Excellence Award, Grant monies, and has participated in multiple training classes. Mr. Mitchell reviewed statistics regarding number of claims and reviewed future concerns including cyber liability, etc. He answered Commissioner questions and left the meeting at 3:15 p.m.

Chairman Drake continued with the Open Session Agenda.

b. Wastewater Program

Superintendent's Report

Mr. Baron indicated that he has been in contact with contractors to provide flow meters and take video of the Franklin Interceptor to obtain information to provide to Franklin Borough regarding flows. He will report back when contractor schedules a date and time.

Administrator's Report

Mr. Hatzelis reported on a resolution prepared by the Wallkill River Watershed Management Group to have the Commissioners authorize execution of a shared services agreement. This agreement is to provide a grant under the USDA-NRCS Farm Bill Funding Program to Kuperus Meadows Dairy to help pay for instituting Best Management Practices on the dairy farm which would help improve water quality and natural resources. Commissioner Cocula moved the resolution, seconded by Commissioner Meyer. On roll call: Ayes (6) Perez, Meyer, Drake, Dietz, Cocula, Madsen; Nays (0); Abstain (0); Absent (1) Petillo. The resolution passed.

#19-085 RESOLUTION RE: AUTHORIZING THE EXECUTION OF A COST SHARING AGREEMENT WITH JAMES KUPERUS, OPERATOR OF KUPERUS MEADOWS DAIRY FARM IN WANTAGE TOWNSHIP TO IMPLEMENT BEST MANAGEMENT PRACTICES IN COLLABORATION WITH A USDA-NRCS FARM BILL FUNDING PROGRAM (EQIP)

c. Solid Waste Program

Superintendent's Report

Mr. Morris reminded Staff and Commissioners of the upcoming Earth Day Celebration to be held at the Recycling Facility on April 30 from 9am-2pm.

Executive Director/ Chief Engineer's Report

Mr. Varro reported on discussions at the earlier Construction Review Committee meeting. The NOVA filter unit final report was completed by Mott MacDonald and sent to the Contractor along with a demand letter. The letter included asking for certain corrections be made as well as an extended warranty with no response as of today. The Leachate Pump Station/Force Main Project's land appraisals should be received next week. Mr. Varro reviewed the project's updated timeline which was slightly tightened in terms of plans and specification dates. It was noted that some milestone items are subject to NJDEP review.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis reported that the 2019 Goals and Objectives are finalized and will begin to work towards completion.

e. Personnel Matters

Wastewater Superintendent’s Report

Mr. Baron reported that the new Wastewater Chief Operator started on Monday and is working out well and is a good asset to the WW Facilities.

a. Executive Session

At 3:27 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Madsen. On voice vote: (6) Ayes, (0) Nays, Absent (1). The motion carried. Chairman Drake noted the Closed Session should be approximately 25 minutes and discussions shall include: Sparta Township Stop and Shop Connection Fee, Leachate Pump Station/Force Main Property Appraisals, NOVA Filter Unit and Personnel Items.

#19-086 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:00 p.m. Commissioner Meyer moved to adjourn the Closed Session, seconded by Commissioner Cocula. On voice vote: Ayes (6), Nays (0), Abstain (0), Absent (1). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Sparta Township Stop and Shop Connection Fee, Leachate Pump Station/Force Main Property Appraisals, NOVA Filter Unit and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

8. Payment of Bills

FINANCIAL CONSENT AGENDA –Chairman Drake asked for a motion to approve the Financial Consent Agenda (FCA).

Res #19-087: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ		x	x			
KARL MEYER	x		x			
JOHN DRAKE			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
TOM MADSEN			x			
RONALD PETILLO						x

#19-087 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioner Petillo an excused absence, Commissioner Meyer seconded. On voice vote: Ayes (6); Nays (0), Abstain (0).

11. ADJOURN

At 4:02 p.m. Commissioner Madsen made a motion to adjourn the meeting, seconded by Commissioner Dietz. On voice vote: Ayes (6), Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary