

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON DECEMBER 5, 2018 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: Acting Chairman Drake, Commissioners Perez, Dietz, Cocula, Meyer, and Petillo, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol (arrived at 3:15 p.m.) and Recording Secretary Tara Kronski.

Also in attendance: Frank Bastone from The Canning Group

Absent: Chairman Madsen

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 comments.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Final Agenda. Commissioner Dietz moved the Agenda, seconded by Commissioner Meyer. Administrator Hatzelis requested to move Executive Session to the end of the Open Agenda to wait on Mr. Frank Bastone from The Canning Group will be reporting during Executive Session. On voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Chairman Drake stated that no Consent Agenda was prepared for this meeting due to the close proximity of the November 28, 2018 Authority Meeting.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the November 28, 2018 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Meyer motioned to approve, seconded by Commissioner Dietz. On voice vote: Ayes (6), Nays (0), Abstain (0). The motion carried.

Commissioner Perez motioned to approve Open and Closed Meeting Minutes for November 7, 2018, seconded by Commissioner Dietz. On voice vote: Ayes (6), Nays (0), Abstain (0). The motion carried.

No minutes were distributed for this meeting.

7. BUSINESS

b. Wastewater Program

Superintendent's Report

Mr. Baron reported on the proposals he received for liquid waste hauling removal for 2019. He received two quotes and the lowest was from Residuals Management, and shall be used for the Upper Wallkill's hauling needs for 2019; Septicare submitted the other quote and they shall used as a backup, as necessary.

Administrator's Report

Mr. Hatzelis prepared resolution and certificates of estimated charges for annual sewer user charges for FY2019. He indicated that the resolution authorized the Chairman to execute and issue the estimated sewer user charges for the participants of the Upper Wallkill System, Hampton Commons System and the Paulinskill Water Reclamation System for FY2019.

Authorization for Chairman to issue FY2019 Estimated Sewer User Charges						
Res# 19-001: Upper Wallkill System Users						
Res# 19-002: Hampton Commons System						
Res# 19-003: Paulinskill Water Reclamation System						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER		x	x			
RONALD PETILLO			x			

#19-001 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2019, UPPER WALLKILL SYSTEM

#19-002 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2019, HAMPTON COMMONS SYSTEM

#19-003 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2019, PAULINSKILL BASIN WATER RECLAMATION SYSTEM

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported that the Utility Truck and Small Compact Loader have been delivered and inspected by Staff. There are two additional equipment items that are still pending, the Skid Steel Loader and the Roll-off Truck are expected in December and January, respectively.

Chief Engineer’s Report

Mr. Varro reported on the status of Contract 443D Landfill Gas Improvements. He reviewed the previously authorized Change Order Number 1 for additional landfill well/sump drilling which has been deemed necessary and beneficial to the landfill gas collection and requested formal Change Order approval.

Res# 19-004: Contract #443D Change Order for add'l well drilling						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER		x	x			
RONALD PETILLO			x			

#19-004 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO EXECUTE CHANGE ORDER NUMBER 1 TO SCMUA CONTRCT NO. 443D – FERRARO CONSTRUCTION CORP.

Mr. Varro prepared a resolution concerning the Leachate Pump Station/ Force Main Project which authorizes the SCMUA Administrator/Treasurer, Chief Engineer and Project Engineer to execute certain necessary permit applications, NJ I-Bank financing and associated funding documents. It also designates John Scheri of Mott MacDonald as the SCMUA's representative to execute certain documents as necessary.

Res# 19-005: Contract #443D Change Order for add'l well drilling						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#19-005 RESOLUTION RE: AUTHORIZATION TO SUBMIT VARIOUS NJDEP PERMITS AND FUNDING DOCUMENTS REGARDING THE LEACHATE PUMP STATION/FORCE MAIN PROJECT

Administrator Hatzelis reported on the Tonnages and Revenues for the full 2018 fiscal year for the period of December 1, 2017 to November 30, 2018. Tonnages are up comparable to 2011 data. There was an increase in tonnage of 3.8% compared to 2017. Revenues are also strong for Solid Waste with an increase from 2018. Discussions to have the Construction Review Committee to review further future development compared to recent increase in tonnage.

a. Executive Session

At 3:14 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Meyer. On voice vote: (6) Ayes, (0) Nays, the motion carried. Discussions shall include: Paulinskill Facility Warranty Matter and Personnel Items.

#19-006 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:45 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Dietz. On voice vote: Ayes (6), Nays (0), Abstain (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Paulinskill Wastewater Project Warranty Matter and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis noted that the amendment to the bylaws regarding Commissioner protocol was implemented and forwarded to the Board on Friday (11/30/18). Discussions ensued with Mr. Prol noting his revisions made to the Amendment Section.

Motion: To further discussion and approve the SCMUA Bylaws Amendment						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA		x	x			
KARL MEYER			x			
RONALD PETILLO	x		x			

#19-007 SCMUA Bylaws Amendment

8. Payment of Bills

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

Res #19-008: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#19-008 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Chairman Madsen an excused absence, seconded by Commissioner Meyer. On voice vote: Ayes (6), the motion passed.

Commissioner Perez expressed appreciation for the efforts of Administrator Hatzelis and Special Counsel Prol for their work on the SCMUA Bylaws Amendment.

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 3:52 p.m.

Respectfully submitted,

Andrea Cocula, Secretary