

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON FEBRUARY 19, 2020 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 Petillo, Madsen, Cocula, Dietz (via telecom), Perez, Finkeldie and Dabinett, Executive Director/Chief Engineer Varro, Comptroller Timothy Day, Senior Project Engineer Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol, and Recording Secretary Tara Kronski

Also, in attendance: Ed Lyon, SW Enforcement Officer

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. He closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Executive Director Varro requested to add discussions re: Solid Waste Enforcement Report for 2019 before Closed Session. Commissioner Cocula moved the Final Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0). 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 (9); Nays (0). The motion carried.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the February 6, 2020 Pending Action Summary Sheets (PASS) to the County Freeholder Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Perez motioned to approve, seconded by Commissioner Dabinett. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Dabinett; Nays (0); Abstain (1) Commissioner Finkeldie. The motion passed.

Commissioner Dabinett moved to approve the Open and Closed Minutes from the December 18, 2019 Authority Meeting, seconded by Commissioner Cocula. On roll call vote: Ayes (5) Commissioners Cocula, Drake, Meyer, Perez, Dabinett; Nays (0); Abstain (4) Commissioners Petillo, Madsen, Dietz, Finkeldie. The motion carried.

Chairman Drake noted that the Open and Closed Minutes from the January 15, 2020 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

Report Re: Solid Waste Enforcement 2019

Solid Waste Enforcement Officer, Ed Lyon gave a report to the Board on the enforcement program. He distributed a packet including number of containers inspected for 2019 (1,375), which is an increase of 300 compared to last year. He reported that more and more containers are coming into the Solid Waste Facility as more of the haulers recognize/follow rules of flow control. Mr. Lyon reviewed revenue data that has also increased due to program. He answered Commissioners questions and thanked them for the opportunity to come before the Board.

a. Executive Session

At 3:15 p.m. Commissioner Meyer moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Finkeldie. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake noted the Closed Session should be approximately 50 minutes and discussions shall include: Contract #20-01 Household Hazardous Waste Bid, Landfill Life Extension/Infrastructure Relocation Project, Hampton Commons Permit Appeal, Landfill Gas to Energy Contract and Personnel Item

#20-059 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:05 p.m. Commissioner Perez moved to adjourn the Closed Session, seconded by Commissioner Meyer. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included Contract #20-01 Household Hazardous Waste Bid, Landfill Life Extension/Infrastructure Relocation Project, Hampton Commons Permit Appeal, Landfill Gas to Energy Contract and Personnel Item. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

After coming out of Closed Session, at 4:05, the Board welcomed Maria Bauch and John Scheri of Mott MacDonald to give a Public Hearing Presentation on the Leachate Pump Station/Force Main Project. This Public Hearing is required, per NJDEP, and subsequently advertised however, no public were present. Commissioner Perez motioned to begin the Hearing, seconded by Commissioner Finkeldie. On voice vote: Ayes (9), Nays (0). The motion carried. Ms. Bausch reviewed the project details and timeline, as well as the force main route, environmental considerations, and materials to be used. Financials and permit requirements were also reported on. The entire Board of Commissioners was present during the public hearing and asked several questions at the end that the representatives answered.

At 4:35 p.m. Commissioner Perez moved to close the Public Hearing, seconded by Commissioner Meyer. On voice vote: Ayes (9), Nays (0). The motion carried.

b. Wastewater Program

Superintendent's Report

Mr. Baron prepared a resolution for award for Contract #20-11 for Sludge Cake and Liquid Sludge Disposal to Spectraserv, Inc. for a two year contract. Cost is within budgeted amount and bid was reviewed by Staff and Attorney and is in conformance. Commissioner Cocula moved the MBR purchase resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-060 RESOLUTION RE: AWARD OF CONTRACT NO. 20-11 TO SPECTRASERV, INC. FOR TWO-YEAR SLUDGE CAKE AND LIQUID SLUDGE HAULING AND DISPOSAL

Comptroller's Report

Mr. Day reported on the Septage, Sludge and Hauled Sewage Volumes through the end of January 2020. Septage, Sludge and Hauled Sewage are all within Projections through January, and there were no connection fees for the month.

c. Solid Waste Program

Superintendent's Report

Superintendent Morris presented a resolution for authorization to enter into Shared Services Agreements between the SCMUA and any requesting Municipalities that require the services of a Certified Recycling Professional to certify their 2019 Recycling Reports for submittal to the NJDEP. Commissioner Meyer moved the resolution, and Commissioner Dabinett seconded. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-061 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY BOARD OF COMMISSIONERS AUTHORIZE THE EXECUTION OF A SHARED SERVICES AGREEMENT(S) WITH VARIOUS SUSSEX COUNTY MUNICIPALITIES FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2019 RECYCLING TONNAGE REPORT TO THE NJDEP

Mr. Morris prepared a resolution for award of SCMUA Contract #20-01 for Household Hazardous Waste Disposal Services. The resolution is for one year, with a two year optional extension. Commissioner Cocula moved the resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-062 RESOLUTION RE: AUTHORIZING AWARD FOR SCMUA CONTRACT #20-01 HOUSEHOLD HAZARDOUS WASTE DISPOSAL EVENT(S) TO MAUMEE EXPRESS, INC.

Mr. Morris distributed information on the proposed new software for the Scalehouse from Paradigm. Research was conducted by SCMUA Staff at other landfills. He noted efficiency and compatibility with existing scales/equipment and future plans for an E-Z pass system. The resolution also approves necessary computer hardware. Comptroller Day prepared a resolution for an exception purchase. Commissioner Meyer moved the authorizing resolution, seconded by Commissioner Cocula. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Dietz. The resolution carried.

#20-063 RESOLUTION RE: AUTHORIZING EXCEPTION PURCHASE FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S SOLID WASTE FACILITY FOR SCALEHOUSE SYSTEM SOFTWARE

Mr. Morris reminded Commissioners of the Flag Retirement Ceremony and the upcoming Earth Day Celebration.

Mr. Morris reported on the Information Technology meeting held prior to this Authority Meeting, and discussions included security upgrades and installation of additional cameras in and near the Administration Building. Also, discussed a recent demonstration of the use of laser beams to keep seagulls off of solid waste buildings, a proposal was just received today, and Mr. Morris will report further after review.

Executive Director/Chief Engineer's Report

Mr. Varro reported he received the Draft Solid Waste Facility Permit from the NJDEP, it is currently in the public comment period. Mr. Varro is in the process of reviewing, and so far, has no comments or requests. The NJDEP indicated they have not received any comments at this time. Mr. Varro noted that Lafayette Township offered to provide a letter of support, if needed.

Comptroller's Report

Comptroller Day reported on the Solid Waste Tonnage and Revenues December 1, 2019 through end of January 2020. Compared to the same time period as last year, tonnage is up 1.7%. Total revenues are at \$1,731,837.

e. Personnel Matters

Wastewater Superintendent's Report

Commissioner Perez left the meeting room at 4:55 during the following discussions/vote. Superintendent Baron presented a resolution for the hiring of Wastewater Plant Maintenance Assistant II. As discussed in Open Session, Jan Uwe Meinecke was the most qualified candidate and is recommended to fill the position. Commissioner Madsen moved the hiring resolution, seconded by Commissioner Cocula. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-064 RESOLUTION RE: APPOINTMENT OF WASTEWATER PLANT MAINTENANCE ASSISTANT II – JAN UWE MEINECKE

Commissioner Perez re-entered meeting room.

Solid Waste Superintendent’s Report

Mr. Morris reported that Solid Waste Employee CW0228 has requested an extension for the current Leave of Absence per personal illness. Resolution prepared grants a 90-day further extension through May 31, 2020. Commissioner Dabinett moved the resolution, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution passed.

#20-065 RESOLUTION RE: AUTHORIZATION TO EXTEND “OFFICIAL LEAVE OF ABSENCE WITHOUT PAY FOR PERSONAL ILLNESS, FOR AN ADDITIONAL 90 DAY PERIOD” FOR CW0228

8. Financial Transactions

a. Payment of Bills

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

| Res #20-066 Financial Consent Agenda | | | | | | |
|--------------------------------------|-----|-----|-----|-----|---------|--------|
| Commissioner | 1st | 2nd | Yea | Nay | Abstain | Absent |
| PETILLO | | | x | | | |
| MADSEN | | | x | | | |
| COCULA | | | x | | | |
| DIETZ | | | x | | | |
| DRAKE | | | x | | | |
| MEYER | | x | x | | | |
| PEREZ | | | x | | | |
| FINKELDIE | x | | x | | | |
| DABINETT | | | x | | | |

#20-066 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Dietz noted the success of the Solid Waste Enforcement Program since its inception. Commissioners thanked Maria Bausch and John Scheri from Mott MacDonald for their very informative Public Hearing on the Force Main/Pump Station Project.

11. ADJOURN

At 5:00 p.m. Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary