

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 15, 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, Perez, Finkeldie and Dabinett, Executive Director/Chief Engineer Varro, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol, and Recording Secretary Tara Kronski

Also, in attendance: Wastewater Operations Manager Timothy Phillips

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 under General Authority Business Comptroller's Report a resolution to request removal of equipment from the fixed assets for Solid Waste. Also, to move report regarding Landfill Life Extension Relocation Project from Open Session to Closed Session due to financing discussions and to add discussion regarding Landfill Gas to Energy Contract to Closed Session. Commissioner Madsen moved the Final Agenda, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Finkeldie moved the approval of the Consent Agenda, seconded by Commissioner Dietz. 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 December 18, 2019 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 Meyer. On roll call: Ayes (7) Commissioners Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (2) Commissioners Petillo and Madsen. The motion passed.

Commissioner Madsen moved to approve the Open and Closed Minutes from the October 16, 2019 Authority Meeting, seconded by Commissioner Dietz. On roll call vote: Ayes (7) Commissioners Petillo, Madsen, Cocula, Drake, Perez, Finkeldie, Dabinett; Nays (0); Abstain (2) Commissioners Meyer and Dietz. The motion carried.

Commissioner Dabinett moved to approve the Open and Closed Minutes from the November 6, 2019 Authority Meeting, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0). The motion carried.

Chairman Drake noted that the Open and Closed Minutes from the November 27, 2019 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:05 p.m. Commissioner Cocula 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 45 minutes and discussions shall include: Shared Services Agreement with County of Sussex for SLAP/SWAP Program, Sussex Borough Wastewater Service Agreement, Sparta Township Connection Fee, Professional Services RFPs for 2020, Landfill Gas to Energy Contract, Landfill Life Extension/Infrastructure Relocation Projects.

#20-015 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:30 p.m. Commissioner Perez moved to adjourn the Closed Session, seconded by Commissioner Dietz. 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 Shared Services Agreement with County of Sussex for SLAP/SWAP Program, Sussex Borough Wastewater Service Agreement, Sparta Township Connection Fee, Professional Services RFPs for 2020, Landfill Gas to Energy Contract, Landfill Life Extension/Infrastructure Relocation Projects and Mountain Creek Bankruptcy. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

b. Wastewater Program
Superintendent's Report

Mr. Baron gave a detailed report regarding recent operational issues at the Paulinskill Plant membranes which are requiring increased cleanings. The membranes are experiencing a short use of life and Kleinfelder Consulting Engineers were contacted regarding warranties thereon. Mr. Baron noted Kleinfelder was investigating and plant is currently under close and consistent monitoring.

Mr. Baron reviewed a resolution regarding a proprietary purchase for the Vernon Microfilter Equipment Membrane for the Upper Walkkill Treatment Plant. The membrane is specialized in nature and is cost effective as per SCMUA Purchasing Agent. 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.

#20-016 RESOLUTION RE: AUTHORIZING PROPRIETARY SPECIFICATION FOR MICROFILTER EQUIPMENT (MBR) PURCHASE FOR A PORTION OF THE UPPER WALLKILL WASTEWATER TREATMENT PLANT IN VERNON TOWNSHIP

Mr. Baron opened discussions for the SCMUA to join the New Jersey Water Association, which offers various local classes and seminars for wastewater employees to obtain required contact hours for licensing, etc. The membership is \$630 per year. Commissioner Cocula moved to join the NJ Water Association, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion carried.

Executive Director's Report

Executive Director Varro presented a resolution for adoption of Amendment #2 to the Service Rules for Upper Wallkill Valley Water Pollution Control Facilities. Amendment #2 states that Service Contracts with Participants prevail over the Service Rules. Commissioner Cocula moved the resolution, seconded by Commissioner Meyer. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution carried.

#20-017 RESOLUTION RE: ADOPTION OF AMENDMENT #2 TO SERVICE RULES FOR THE SCMUA UPPER WALLKILL VALLEY WATER POLLUTION CONTROL FACILITIES

Comptroller's Report

Mr. Day reported on the Septage, Sludge and Hauled Sewage Volumes for the first month of the 2020 Fiscal Year (Dec 1-30). Septage and Sludge numbers are at 8% of anticipated amounts, with Hauled Sewage at 8% as well. One connection fee received for December 2019.

c. Solid Waste Program

Superintendent's Report

Superintendent Morris reported that many County municipalities have been bringing an enormous amount of brush due to the recent December storm. He increased hours for grinding to 3 days a week and also received permission from the NJDEP to mix this material with Class C Exempt compost material to be used as cover material.

Mr. Morris reported one of the tanks used to haul leachate has a suspension failure and is in need of repair, it is currently out of service. He reviewed best financial options for a rental vs. a timeline for repair. Discussions continued on availability of rentals and using hauling company. Commissioners advise to repair the tanker and rent one while being repaired in order to manage amount of leachate currently in the tank which is high due to recent rain events; run double shifts if necessary.

Mr. Morris prepared a resolution for Commissioners authorization to file a Spending Plan for 2019 Recycling Enhancement Act Tax Fund Entitlement. Commissioner Cocula moved the resolution, seconded by Commissioner Perez. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution carried.

#20-018 RESOLUTION RE: ENABLING RESOLUTION AUTHORIZING THE FILING OF A SPENDING PLAN FOR A 2019 RECYCLING ENHANCEMENT ACT TAX FUND ENTITLEMENT PURSUANT TO P.L. 2007 c.113 ET SEQ. HEREINAFTER, THE ACT

Mr. Morris indicated he received a Shared Services Agreement from the County of Sussex Sheriff's Department for services related to SLAP/SWAP Program Services at the Solid Waste Facilities. The Agreement is for one year with options to extend over four with rate review if necessary. Commissioner Madsen moved the authorizing resolution, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution carried.

#20-019 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT WITH THE COUNTY OF SUSSEX FOR THE PROVISION OF SUPPLEMENTAL ASSISTANCE TO SCMUA WORK FORCE BY UTILIZING THE SERVICES OF SHERIFF'S LABOR ASSISTANCE PROGRAM/SHERIFF'S WORK ASSISTANCE PROGRAM

Mr. Morris reported on resolution to authorize execution of Lease Agreement with Foley, Inc. for the Landfill Compactor, which was previously approved for purchased through Sourcewell, a National Coop. Resolution also notes a trade-in of 2015 Compactor. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution passed.

#20-020 RESOLUTION RE: AUTHORIZATION TO EXECUTE A GOVERNMENTAL EQUIPMENT LEASE AGREEMENT WITH CATERPILLAR/FOLEY, INC. FOR ONE (1) NEW LANDFILL COMPACTOR OBTAINED THROUGH SOURCEWELL

Executive Director/Chief Engineer's Report

Mr. Varro gave a status report on the fueling station and installation of aboveground storage tanks. The Design has been completed and funding was previously approved with the Capital Budget. He requested authorization to advertise for bids and proceed in the construction of a new fueling station including the removal of existing underground storage tanks and installation of new above ground storage tanks. Commissioner Meyer moved to authorize, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion carried.

Mr. Varro indicated that Mott MacDonald has submitted a draft proposal for the engineering tasks for the Leachate Storage / Force Main Project to the Authority. It was requested to authorize submittal of the draft proposal to the NJDEP with the permit application, with time being of the essence due to other pending SW projects, pending corresponding review by SCMUA Attorney and Staff. Commissioner Dietz moved to submit the proposal, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The motion carried.

Comptroller's Report

Mr. Day reported on the Solid Waste Tonnage and Revenues for the first month of FY2020. The tonnage is 1% less than the same time period last year. Revenues totaled \$855,487 for month of December.

d. General Authority Business

Comptroller's Report

Mr. Day indicated he has researched and has recommended membership in 3 difference County Cooperative Pricing Systems for more options in best pricing comparisons for purchases. Commissioner Cocula moved the resolutions for membership for Bergen County Cooperative Pricing System, Somerset County and Educational Services Commission, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolutions passed.

#20-021 RESOLUTION RE: AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE SCMUA AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY IN A COOPERATIVE PRICING SYSTEM FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2025

#20-022 RESOLUTION RE: AUTHORIZING EXECUTION OF A COOPERATIVE PRICING AGREEMENT BETWEEN THE SCMUA AND THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2025

#20-023 RESOLUTION RE: AUTHORIZING EXECUTION OF A COOPERATIVE PRICING AGREEMENT BETWEEN THE SCMUA AND THE SOMERSET COUNTY COOPERATIVE PRICING SYSTEM FOR THE PERIOD OF FEBRUARY 1, 2020 THROUGH JANUARY 31, 2025

Mr. Day reported that a resolution was prepared to authorize removal of the Solid Waste Facility's CAT Wheel Loader from fixed asset inventory. It was traded in with the October purchase of the New 966M Wheel Loader through the National Cooperative Purchasing Agency. Commissioner Madsen moved the resolution, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution passed.

#20-024 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY DECLARING CERTAIN PROPERTY NO LONGER NEEDED FOR PUBLIC USE, AND AUTHORIZATION TO REMOVE FROM FIXED ASSETS

e. Personnel Matters

Executive Director/Chief Engineer's Report

Mr. Varro presented a Declaration of Appreciation for Wastewater Employee Michael Coppolella on 30 years of service to the Authority. Commissioners congratulated and thanked Mr. Coppolella for his dedication. Commissioner Cocula moved the declaration, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution passed.

#20-025 RESOLUTION RE: DECLARATION OF APPRECIATION – MICHAEL COPPOLELLA FOR 30 YEARS OF SERVICE

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 #20-026 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 | | | |

#20-026 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Chairman Drake acknowledged a letter received from the Veterans Cemetery thanking the Authority for their assistance over the past year with the flag retirement ceremonies, etc. Commissioners thanked Mr. Coppolella on his service to the Authority. Commissioner Dabinett noted his great experience so far on the Board and hopes to continue serving. Commissioners wished everyone a Happy New Year!

11. ADJOURN

At 5:05 p.m. Chairman Drake adjourned the meeting.

Respectfully submitted,

Andrea Cocula, Secretary