

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 2, 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 2:00 p.m.

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

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Madsen 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 Madsen opened the meeting to public comment. No comments.

4. AGENDA APPROVAL

Chairman Madsen asked for a motion to approve the Agenda. Mr. Hatzelis recommended moving The ARM Group's presentation to the beginning of the Agenda as the first order of business. Commissioner Cocula moved the revised Final Agenda, seconded by Commissioner Dietz. On voice vote: Ayes (7); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Dietz moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions requested. On voice vote: Ayes (7); Nays (0). The motion carried.

6. MINUTES

Chairman Madsen requested a motion to approve/acknowledge the email distribution of the December 19, 2018 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Meyer. On voice vote: Ayes (7), Nays (0), Abstain (0). The Motion passed.

No minutes up for approval at this meeting.

The Open and Closed Meeting Minutes for the November 28, 2018 Authority Meeting were distributed for review.

7. BUSINESS

Solid Waste Program  
**Chief Engineer's Report**

As follow-up to the previously advertised RFP/RFQ for SCMUA Solid Waste Consulting Engineering Services, Chief Engineer Varro introduced representatives from the ARM Group to give a presentation on engineering services proposed to be provided for solid waste planning and operations, as well as their current and past projects regarding expansion of landfill capacity for both active and closed stages. Their staff answered all questions and thanked the Board for the opportunity to present and meet with them.

At 3:10 p.m. Chairman Madsen called for a short break.

Meeting resumed at 3:20 p.m.

a. Executive Session

At 3:20 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Drake. On voice vote: (7) Ayes, (0) Nays, the motion carried. Chairman Madsen noted the Closed Session should be approximately 15-20 minutes and discussions shall include: Mountain Creek Bankruptcy Matter and Personnel Items.

**#19-016** RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:30 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Drake. On voice vote: Ayes (7), Nays (0), Abstain (0). The motion carried.

Chairman Madsen confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Mountain Creek Bankruptcy Matter and Personnel Items. 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 report on the status of the Homestead Plant. Repairs are now finished, the plant refilling took two days and, as of today, all sampling and testing have been completed and are within compliance.

**Administrator's Report**

Administrator Hatzelis reviewed calculations for final billing for Annual Sewer User Charges for FY2018 for the Upper Walkkill Participants. These calculations are based on actual or guaranteed flows during FY2018 in accordance with the participant's Sewer Service Agreement with SCMUA. Resolution was prepared to approve and adopt calculations of charges and issue certificates for the Upper Walkkill Participants.

Res #19-017: Approval of The Issuance Of Certificates Of Actual Annual Calculations For The Upper Walkkill Participants						
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			
RONALD PETILLO			x			

**#19-017** RESOLUTION RE: APPROVAL AND ADOPTION OF CALCULATIONS OF ACTUAL ANNUAL CHARGES FOR SEWER SERVICE FOR FISCAL YEAR 2018 – UPPER WALKKILL SYSTEM

Mr. Hatzelis reported on Branchville Borough and Frankford Township actual sewer service billings for FY2018. The Borough shall see a credit, while Frankford shall see a billing increase due to additional EDUs to their system.

Res #19-018: Approval of The Issuance Of Certificates Of Actual Annual Calculations For Paulinskill Water Reclamation System						
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			

**#19-018** RESOLUTION RE: APPROVAL AND ADOPTION OF CALCULATION OF ACTUAL ANNUAL CHARGES FOR SEWER SERVICE FOR FISCAL YEAR 2018 – PAULINSKILL BASIN WATER RECLAMATION SYSTEM

**Administrator’s Report**

Mr. Hatzelis reported on the e-mail correspondence from the NJDEP to CP Engineers regarding the redirection of flow from the Sparta Plaza Plant to the Upper Walkkill Facility. The NJDEP questioned if there was a TWA, a point of contact with the MUA that endorsed the additional flow, and lastly, what if any, are the regulations in relation to the Highlands Act. Mr. Hatzelis stated that the SCMUA was not contacted by Sparta Township regarding this connection and has questions himself regarding this. There were no prior discussions with Sparta Township Officials or CP Engineers and Mr. Hatzelis has requested a meeting with both parties.

c. Solid Waste Program

**Superintendent’s Report**

Superintendent Morris reported that the SCMUA received notice that Blue Diamond Disposal will be hauling fiber for Hardyston Township. The Authority was not consulted beforehand and this may affect the Shared Services Agreement between the Authority and Hardyston Township for profit sharing Fiber disposal. Discussions continued regarding agreement details and issues that may arise concerning “contaminated” loads for billing purposes. General Counsel Napolitano will review agreement and it was noted that according to the contract, amendments must be made by resolution from both parties.

Mr. Morris reported on the status of the Solid Waste Compactor, which was still not operational and noted that the CAT973 backup was also down. Since both machines were unavailable, the tarp was not used for the past few days, however the CAT 973 should be up and running by tomorrow.

d. General Authority Business

**Administrator’s Report**

Mr. Hatzelis reported that the Authority is required to appoint a Public Agency Compliance Officer for 2019. Mr. Hatzelis is the current PACO and a resolution was prepared to appoint him for 2019.

Res #19-019: Appointment PACO						
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			

**#19-019** AUTHORIZING ANNUAL APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER (PACO) FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) - 2019

e. Personnel Matters

**Wastewater Superintendent's Report**

Mr. Baron presented two resolution for consideration, as discussed in Executive Session regarding the hire of wastewater employees Mike Gould, Jr. and Joshua Guest.

Res #19-020: Appointment of J. Guest as WW Plant Attendant Res #19-021: Appointment of M. Gould Jr. as WW Plant Attendant						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ	x		x			
ANDREA COCULA			x			
KARL MEYER		x	x			
RONALD PETILLO			x			

**#19-020** RESOLUTION RE: APPOINTMENT OF WASTEWATER PLANT ATTENDANT, JOSHUA GUEST

**#19-021** RESOLUTION RE: APPOINTMENT OF WASTEWATER PLANT ATTENDANT, MICHAEL GOULD, JR.

8. Payment of Bills

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

Res #19-022: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE	X		x			
TOM MADSEN			X			
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
RONALD PETILLO			x			

**#19-022** RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners wished all a Happy New Year! Commissioners congratulated Mr. Morris on his appointment to the SW Superintendent position and also thanked the Construction Review Committee for arranging The ARM Group to come before the Board to give a very interesting presentation.

11. ADJOURN

Commissioner Dietz moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:13 p.m.

Respectfully submitted,

Andrea Cocula, Secretary