

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 4, 2023 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 Ronald Petillo, Vice Chairman John Drake, Commissioners Thomas Madsen, Andrea Cocula, Wayne Dietz (remote), John Wesley, John Finkeldie, Robert Dabinett, Executive Director Thomas Varro, Comptroller Timothy Day, Chief Engineer Joseph Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, Wallkill River Watershed Management Group Director Nathaniel Sajdak, General Counsel John Napolitano, Special Counsel Thomas Prol, and Recording Secretary Tara Kronski

Absent: Commissioner Meyer

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Petillo 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 Petillo opened the meeting to public comment. No comments. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Commissioner Cocula moved the Final Agenda, seconded by Commissioner Finkeldie. On voice vote: Ayes (8); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Drake moved to approve the Consent Agenda, seconded by Commissioner Wesley. No discussions requested. On voice vote: Ayes (8); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the December 14, 2022 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Madsen moved the PASS, seconded by Commissioner Finkeldie. On voice vote: Ayes (8); Nays (0). The motion carried.

Commissioner Dabinett moved to approve the Open and Closed Meeting Minutes from the November 2, 2022 Authority Meeting, seconded by Commissioner Dabinett. On voice vote: Ayes (8); Nays (0). The motion carried.

The Open and Closed Minutes for the November 30, 2022 Authority Meeting were distributed for Commissioners review.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Finkeldie moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Drake. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 10 minutes and discussions shall include: Solid Waste Tip Fees, County Homestead Plant and Personnel Matters.

#23-012 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:15 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Finkeldie. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Solid Waste Tip Fees, County Homestead Plant and Personnel Matters.

b. Wastewater Program

Superintendent's Report

Mr. Phillips reported on an incident at the Hampton Commons Plant where an SCMUA Operator was on the catwalk and part of the beam cracked. There were no injuries and a temporary repair was made, and a structural inspection/test shall be done by consulting engineer for permanent repairs.

Mr. Phillips reported that 850 linear feet of pipeline has been installed for the Sussex Borough Force Main Project to date, about 1/3 of the route. The weather has caused some delays in installation.

Engineer's Report

Mr. Sesto reported that the current contract for Sludge Hauling is expiring. He requested Commissioner authorization to advertise for the solicitation of Bids from haulers for a 1-2 year contract. Commissioner Cocula moved the authorization to advertise for bids, seconded by Commissioner Madsen. On voice vote: Ayes (8); Nays (0). The motion carried.

Watershed Director's Report

Mr. Sajdak gave a summary report and a hand out was provided on the Wallkill River Watershed Management Group Activities for 2022, prepared by Kristine Rogers.

Comptroller's Report

Mr. Day reported on Upper Wallkill Facility Sludge, Septage & Hauled Sewage data for December 2022. Sludge was above anticipated flows at 9%. Septage was below projections at 6%, and Hauled Sewage was at 8%. Overall, totals are 6% of projections for the first month of the fiscal year. No connection fees were received for the month of December 2022.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported on Solid Waste Operations, and the new contractor area is accepting / processing waste. The Contractor is currently working on Cell 6, and stone placement was delayed due to the recent weather conditions.

Mr. Morris gave a status report on the solid waste facilities equipment orders. The 2023 budget allows for new 973 Cat and JD 624 and 908 loaders, and Mr. Morris has already put in the orders, due to heavy delays in delivery. He will report back with any information on delivery dates.

Mr. Morris presented a resolution to enter into Shared Services for requesting municipalities that require the services of a Certified Professional Recycling Coordinator to certify their 2022 Recycling Tonnage Reports before submittal to the NJDEP. A resolution was prepared to authorize shared services agreements with those municipalities requesting this service for an amount of \$300.00 (same as previous year). Commissioner Cocula moved the resolution, seconded by Dabinett. On roll call: Ayes (8) Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#23-013 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 2022 RECYCLING TONNAGE REPORT TO NJDEP

Mr. Morris indicated that the Household Hazardous Waste Disposal Services are due for bidding for the 2023/2024 events. He requested authorization to advertise to solicit bids for these events to be held in June and November. Commissioner Cocula moved the authorization to advertise HHW services, seconded by Commissioner Madsen. On voice vote: Ayes (8); Nays (0). The motion carried.

Mr. Morris started discussions on the Annual Christmas Tree Amnesty Program. In previous years, the Commissioners have allowed for one free Christmas Tree per vehicle for disposal. Commissioner Drake moved to continue with the annual amnesty program, Commissioner Cocula seconded. On voice vote: Ayes (8); Nays (0). The motion carried.

Chief Engineer's Report

Mr. Sesto gave a status report on the Stage 2 Landfill Expansion Project. At this juncture, the Contractor and subcontractor, ALCO are working on the UV liner, aggregate placement in the sideslopes, and both are weather dependent. Test pits were done in Phase 4 excavating area. *The closing for the I-Bank note has been completed for short term project financing, for the additional \$4 million. NJDEP has agreed to the total project at \$37 million which covers all change orders, the County has previously approved the maximum allowance.* Discussions ensued regarding the cost of replacement tarps that were destroyed by recent landfill fires. It was confirmed that just the tarps need replacement, not the mechanism, however they are still very costly.

Comptroller’s Report

Mr. Day reported on the December 2022 tonnages and revenues. Tonnage is down 9.4% compared to December 2021, and revenues are also down \$102,000. Tim noted that these numbers were more in line with 2020 and 2019 numbers, and should rebound next month.

d. General Authority Business

Executive Director’s Report

Mr. Varro reported that according to statute the Authority shall appoint a Public Agency Compliance Officer each year. A resolution was prepared to appoint Comptroller Timothy Day for 2023. Commissioner Cocula moved the appointing resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#23-014 RESOLUTION RE: AUTHORIZING ANNUAL APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER (PACO) FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) – 2023

e. Personnel

Solid Waste Director’s Report

Mr. Morris presented a resolution to grant a request for an Official Leave of Absence to care for a family member for BW9516 for 90 days. Documentation has been provided and FMLA shall run concurrently with Leave of Absence. Commissioner Drake moved resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#23-015 RESOLUTION RE: REQUEST FOR “OFFICIAL LEAVE OF ABSENCE WITH PAY” UNTIL BENEFIT LEAVE IS EXHAUSTED FOR FAMILY MEMBERS ILLNESS FOR A PERIOD OF 90 DAYS FOR BW9516

Mr. Morris reported that two Solid Waste employees have submitted retirement resignations. Joseph Russomano is a full time employee and has 9 years of service with the Authority, and Terence Shepherd is a part time employee since 2008. Commissioner Madsen moved the acceptance of both retirement resignations, thanking them for their service and wishing both well on their retirement years, seconded by Commissioner Dabinett. On roll call: Ayes (8) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The motion passed.

8. Financial Transactions

a. Payment of Bills

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

Res #23-016 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER						x
MADSEN			x			
COCULA			x			

DIETZ			x			
DRAKE		x	x			
PETILLO			x			
WESLEY			x			
FINKELDIE	x		x			
DABINETT			x			

#23-016 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public in attendance.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioner Meyer and excused absence, seconded by Commissioner Madsen. On voice vote: Ayes (8); Nays (0). The motion passed.

Commissioners wished all a Happy New Year!

11. ADJOURN

At 3:45 p.m. Commissioner Dabinett moved to adjourn the meeting, seconded by Commissioner Wesley. On voice vote: Ayes (8); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary