

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 20, 2022 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 Petillo, Vice Chairman Drake, Commissioners Meyer, Madsen, Cocula, Dietz, Wesley, Finkeldie, Dabinett, Executive Director Thomas Varro, Chief Engineer Joseph Sesto, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, General Counsel Napolitano, Special Counsel Prol, and Recording Secretary Tara Kronski

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 public in attendance. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Petillo asked for a motion to approve the Final Agenda, Commissioner Dietz requested to add discussion on Health Benefits to the Closed Session Agenda. Commissioner Drake moved revised Final Agenda, seconded by Commissioner Cocula. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Madsen moved to approve the Consent Agenda, seconded by Commissioner Dietz. No discussions requested. On voice vote: Ayes (9); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the June 15, 2022 Pending Action Summary Sheets (PASS) to the County Commissioners Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Dabinett moved the PASS, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Wesley. The motion passed.

Commissioner Cocula moved the Open and Closed Minutes for the May 18, 2022 Authority Meeting, seconded by Commissioner Dabinett. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Drake. The motion passed.

Commissioner Cocula moved the Open and Closed Minutes for the June 1, 2022 Authority Meeting, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Dabinett; Nays (0); Abstain (1) Commissioner Finkeldie. The motion passed.

The Open and Closed Meeting Minutes from the June 15, 2022 Authority Meeting were distributed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Dietz. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 30 minutes and discussions shall include: Hampton Commons Facility, County Fleet Wash Facility, Potential Property Acquisition, Nitrate Litigation, NJ State Health Benefits and Personnel Items.

#22-126 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:50 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Drake. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Hampton Commons Facility, County Fleet Wash Facility, Potential Property Acquisition, Nitrate Litigation, NJ State Health Benefits, and Personnel Items.

b. Wastewater Program

Superintendent's Report

Superintendent Phillips reported that the NJDEP conducted their Annual Inspections for both the Homestead Wastewater Plant and the Hampton Commons Facility and all paperwork was in order. The inspector was satisfied with both plants, however he did notice the deteriorating frack tank at the Homestead Plant. Mr. Phillips explained the situation with the leak and indicated it was repaired, and noted that the County is the owner, the SCMUA operates it.

Executive Director's Report

Mr. Varro reported that the second of three payments in the amount of \$341,000 was received on July 5, 2022 from Sparta Township for Connection fees. The next is due before September 30, 2022.

Comptroller's Report

Mr. Day reported that Septage collection is at 57% of budgeted projections through June 2022. Sludge is at 51%, and Hauled Sewage is at 83% of projections, with 5 more months to go in FY22. Connection Fees are doing well at 259% over projections due to new construction in the County.

c. Solid Waste Program

Chief Engineer's Report

Mr. Sesto reported that the Leachate Pump Station/Force Main(#446) continued to work well. Manholes have been inspected and approved, overall punchlist should be received soon to closeout project. Mr. Sesto shall set up a project meeting with Tomco and the Construction Review Committee to review final change order.

Mr. Sesto indicated that the ARM Construction Inspector for Stage 2 Landfill Expansion Project shall be on leave and SCMUA Project Engineer Christine Casella shall take over weekly reporting. He noted that paving shall begin at the Recycling Center/Convenience Center, and plan is to move operations to that are by August.

Comptroller's Report

Mr. Day reported that tonnages are down 1.3% compared to last year's data from December 2021 to June 2022. Revenues are down as well, however we are above anticipated projections.

Mr. Day presented a resolution for a budget amendment for solid waste R&R. He indicated amounts to be moved among line items for the purchase of one truck and a compact roller for the solid waste facility. There is no change in total amount of overall budget. Commissioner Cocula moved the resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-127 RESOLUTION RE: AMENDING THE SCMUA'S FY2022 SOLID WASTE FACILITIES BUDGET

d. General Authority Business

Executive Director's Report

Mr. Varro gave a status report on the Energy Generation Bids which shall be on July 26, 2022. He indicated that if bids are acceptable, contract will be executed/signed that day, if not the next bid date is August 4, 2022. The rates have not improved from the previous bid, and we are hoping for beneficial rates.

Mr. Varro presented a resolution to amend the in person public meeting protocol for the Authority. COVID-19 has lessened severity and the public shall be able to now attend in person. Commissioner Drake moved the resolution, seconded by Commissioner Dietz. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-128 RESOLUTION RE: DATES AND TIME OF REGULAR AUTHORITY MEETINGS AUGUST 3, 2022 TO FEBRUARY 1, 2023

Comptroller's Report

Mr. Day reported that after staff and committee review, the Authority shall establish an agreement with Planet Networks to provide IT Managed Services and Broadband Services. Two resolutions and agreements have been prepared for each service, and are pending attorney review. Discussions ensued to acquire an additional independent vendor for vulnerability testing of IT, on an hourly basis. Commissioner Cocula moved both resolutions and additional independent vendor, seconded by Commissioner Drake. On roll call: Ayes (9) Commissioners Madsen, Cocula, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (2) Commissioners Meyer and Dietz. The resolutions passed.

#22-129 RESOLUTION RE: AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH PLANET NETWORKS TO PROVIDE SPECIALIZED INFORMATION TECHNOLOGY (IT) SUPPORT MANAGED SERVICES FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

#22-130 RESOLUTION RE: AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH PLANET NETWORKS TO PROVIDE BROADBAND SERVICES FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

Mr. Day indicated that the Upper Walkkill Composting Facility is no longer in use, and certain assets are to be removed from the fixed assets list. A resolution was prepared to remove the equipment and software related to the Composting Facility. Commissioner Cocula moved the resolution, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-131 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

Solid Waste Superintendent’s Report

Solid Waste Superintendent Morris reviewed a resolution discussed in Executive Session for Commissioners’ consideration to grant an official leave of absence for employee ED9234 for personal illness for 90-days. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-132 RESOLUTION RE: AUTHORIZATION TO GRANT A 90-DAY “OFFICIAL LEAVE OF ABSENCE” FOR ED9234

Executive Director’s Report

Mr. Varro presented a resolution for Commissioners to approve an employment agreement with Executive Director, which expired on March 6, 2022. Commissioner Dietz moved the approval resolution, seconded by Commissioner Drake. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-133 RESOLUTION RE: APPROVING EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

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 #22-134 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN	x		x			
COCULA			x			
DIETZ		x	x			
DRAKE			x			
PETILLO			x			
WESLEY			x			
FINKELDIE			x			
DABINETT			x			

#22-134 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

None.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners commented to have SCMUA employees stay cool during the heat wave in the next few days.

11. ADJOURN

At 4:10 p.m. Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary