

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 21, 2021 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 Meyer, Vice Chairman Drake, Commissioners Petillo, Madsen, Cocula, Dietz, Wesley, Finkeldie, Dabinett, Executive Director Thomas Varro, Chief Engineer Joseph Sesto, Comptroller Timothy Day, Solid Waste Superintendent Morris, Wastewater Superintendent Timothy Phillips, General Counsel John Napolitano, Special Counsel Thomas Prol, and Recording Secretary Tara Kronski

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Meyer 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 Meyer opened the meeting to public comment. No public in attendance. Chairman Meyer closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Meyer asked for a motion to approve the Final Agenda. Executive Director Varro requested to add discussions regarding Stage 2 Landfill Expansion Contract to Executive Director's Report for Closed Session. Commissioner Drake moved the Agenda, seconded by Commissioner Dabinett. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Chairman Meyer requested a motion to approve/acknowledge the email distribution of the July 7, 2021 Pending Action Summary Sheets (PASS) to the Sussex County Commissioners Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Madsen motioned to approve, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Meyer, Drake, Wesley, Dabinett; Nays (0); Abstain (1) Commissioner Finkeldie. The motion passed.

There were no meeting minutes distributed at this meeting.

The Open and Closed Meeting Minutes for the June 2, 2021 and June 16, 2021 Authority Meeting were distributed for Commissioners' review.

7. BUSINESS

Closed Executive Session was moved until after the Public Hearing portion of the meeting.

b. Wastewater Program

Superintendent's Report

Superintendent Philips reported that a meeting was held with Boswell Engineering, the County's engineer for the Homestead Wastewater Plant. They inspected the plant, and an updated plan of action was received from Boswell. Discussion ensued regarding Boswell's inspection, worsening condition of the facility, County awareness of urgency and possible options in case of plant failure.

Mr. Phillips reported a break in the Sussex Borough Force Main on Tuesday, number 35. Sussex Borough contractor repaired with clamp and fixed the leak.

Comptroller's Report

Mr. Day reported on Septage, Sludge and Hauled Sewage through the end of June 2021. Sludge is currently at 58% of projections, Sludge is at 62%, and Hauled Sewage is lagging at 32%. However, he noted overall at 61% of projected budget for 2021, which is on target. Connection fees are at \$335,234.00, which is significantly higher than projected, mostly due to new home sales.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported on upcoming events at the Solid Waste Facility. The Shred Event for this past Friday totaled 3.5 tons of paper shredded for 142 participants. Overall for 2021, 29.71 tons of paper has been shredded and recycled with 1130 participants. The next Electronic Waste Event is scheduled for July 24th, with 3 schools scheduled to participate in this event.

Chief Engineer's Report

Chief Engineer Sesto updated the Commissioners on the Stage 2 Landfill Expansion Project. Continued progress on landfill material processing of Cell 6B. Approval was received from NJDEP to use retained fill for MSE wall, Tomco is preparing the subbase. MSE Berm wall construction should begin shortly.

Mr. Sesto reported on the progression of the Leachate Force Main Project. The work this week included conduit installation by electrician, and partial linear work. Tomco submitted pricing yesterday for rock blockage claim for \$473,150.00. Staff and Engineer and Construction Review Committee shall review request further and report back to the board. Completion anticipated by early November 2021. Discussion re: rock removal/blasting and location thereof.

d. General Authority Business

Executive Director's Report

At 2:15, Chairman Meyer requested a motion to begin the Public Hearing for Amendment #1 to the FY2021 SCMUA Rate Schedule. Commissioner Cocula made the motion, seconded by Commissioner Madsen. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Meyer gave the floor to Executive Director Varro to give the presentation/explanation as to why this Amendment #1 is reasonable and necessary.

Executive Director Varro noted this Public Hearing was advertised in the New Jersey Herald on June 26th and The Daily Record on June 29th. He reviewed just cause and reasoning for the surcharges to the delivery of septage to the Upper Walkkill Facility. The surcharges are in response to heavy grease, textiles and debris in the septage, and are at the discretion of the SCMUA. Commissioners discussed if amount was sufficient to deter these loads, which essentially effect operations, equipment and extra manpower at plant.

No public were present, therefore no comments were received. Chairman Meyer requested a motion to close the public hearing. Commissioner Drake closed the Rate Hearing, seconded by Commissioner Dabinett. On voice vote: Ayes (9), Nays (0). The motion carried.

Mr. Varro presented a resolution to formally adopt Amendment #1 to the SCMUA FY2021 Rate Schedule, and to become effective August 2, 2021. Amendment shall be sent to all S.C. municipalities. Commissioner Dietz moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Meyer, Drake, Wesley, Finkeldie, Dabinett; Nays (0). The resolution passed.

#21-149 RESOLUTION RE: ADOPTION OF AMENDMENT #1 TO THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S SCHEDULE OF RATES, FEES AND CHARGES FOR FY2021

Comptroller's Report

Mr. Day reported that he has researched information to obtain a Procurement Card for the Authority. He noted some vendors are only online, and some do not take purchase orders. A resolution was prepared to establish procedures, authorizations, etc. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Drake. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Meyer, Drake, Wesley, Finkeldie, Dabinett; Nays (0). The resolution passed.

#21-150 RESOLUTION RE: AUTHORIZING THE ESTABLISHMENT OF POLICIES AND PROCEDURES FOR A PROCUREMENT CARD FOR THE SUSSEX COUNTY MUA

a. Executive Session

At 2:25 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion was seconded by Commissioner Dabinett. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Meyer noted the Closed Session should be approximately 20 minutes and discussions shall include: Vernon Township/VTMUA Litigation, Stage 2 Landfill Expansion Contract (551) and Personnel Matters.

#21-151 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:00 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 Meyer confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Vernon Township/VTMUA Litigation, Stage 2 Landfill Expansion Contract (551) and Personnel Matters.

e. Personnel Matters

Solid Waste Superintendent’s Report

Mr. Morris presented a resolution related to discussions in Executive Session. Commissioner Drake moved the authorizing resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Meyer, Drake, Wesley, Finkeldie, Dabinett; Nays (0). The resolution passed.

#21-152 RESOLUTION RE: AUTHORIZATION TO TERMINATE EMPLOYMENT OF PART-TIME SITE ATTENDANT EC3553

Mr. Morris reported that Mr. Mark Pooley was determined to be the best qualified candidate for the position of part-time employee. Commissioner Madsen moved the hiring resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Meyer, Drake, Wesley, Finkeldie, Dabinett; Nays (0). The resolution passed.

#21-153 RESOLUTION RE: APPOINTMENT OF PART TIME SOLID WASTE SITE ATTENDANT MARK POOLEY

8. Financial Transactions

a. Payment of Bills

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

Res #21-154 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN			x			
COCULA			x			
DIETZ			x			
MEYER			x			
DRAKE	x		x			
WESLEY			x			
FINKELDIE		x				
DABINETT			x			

#21-154 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners reminded of the 50th SCMUA Anniversary celebration to be held on August 4, 2021 at 3:00 p.m., with the Regular Meeting being rescheduled to 1:30 p.m. on that date.

JULY 21, 2021

11. ADJOURN

At 3:05 p.m. Commissioner Madsen moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary