

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JUNE 15, 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, 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

Absent: Commissioner Wesley

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 Cocula moved 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 Madsen. 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 June 1, 2022 Pending Action Summary Sheets (PASS) to the County Commissioners Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Drake moved the PASS, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Dabinett; Nays (0); Abstain (1) Commissioner Finkeldie. The motion passed.

There are no minutes up for approval at this meeting.

The Open and Closed Minutes for the May 18, 2022 and June 1, 2022 Authority Meetings were distributed for the Commissioners 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 Dabinett. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 30 minutes and discussions shall include: Upper Wallkill Nitrate Permit Appeal, Vernon Twp/Vernon Twp. MUA Appeal Litigation, IT Services, Personnel Matters.

#22-117 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:30 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Dietz. 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: Upper Wallkill Nitrate Permit Appeal, Vernon Twp/Vernon Twp. MUA Appeal Litigation, IT Services, Personnel Matters.

b. Wastewater Program

Superintendent's Report

Mr. Phillips reported that NJDEP completed their annual inspection of the Upper Wallkill Wastewater Plant. All paperwork was in order, and there were no issues to report.

Mr. Phillips gave a status report on the Stormwater / Septage Upgrade project. The contractor worked well and efficiently, the startup was Sunday, June 3rd, and staff training was on Monday, June 6th. There are a few items left, but area is up and running for acceptance.

Executive Director's Report

Executive Director Varro presented a resolution on behalf of the Wallkill River Watershed Management Group for Commissioner authorization to enter into a cost sharing agreement with a local life stock farmer to implement best management practices for water quality initiatives. The cost sharing agreement shall not exceed \$4,657.28. Commissioner Madsen moved the authorizing resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-118 RESOLUTION RE: AUTHORIZING THE EXECUTION OF A COST SHARING AGREEMENT WITH KIRK RANDALL STEPHENS, LIVESTOCK (BEEF AND SHEEP) FARM IN VERNON TOWNSHIP TO IMPLEMENT BEST MANAGEMENT PRACTICES IN COLLABORATION WITH THE USDA-NRCS FARM BILL FUNDING PROGRAM (EQIP)

Chief Engineer's Report

Mr. Sesto reported on the bid opening for SCMUA Contract #22-05 for delivery of ferric chloride. Two bids were received on June 14, 2022, and the lowest responsive, responsible bidder was Coyne Chemical for a one year contract. A resolution was prepared for award of said contract for \$2.3374/gallon. Commissioner Cocula moved the award resolution, seconded by Commissioner Dabinett. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-119 RESOLUTION RE: AWARD OF CONTRACT NO. 22-05 FOR FERRIC CHLORIDE SOLUTION DELIVERY

c. Solid Waste Program

Superintendent's Report

Superintendent Morris reported on the scale replacement project. Atlantic Scale will begin demolition on Monday, and on Thursday the new scale shall be poured. The scale will be down for 10-14 days, however there are two other outbound scales to continue operations.

Mr. Morris notified the Commissioners that the compactor is currently down and Foley has been on site for repair. The machine should be up and running by tomorrow.

The Household Hazardous Waste Event was held on June 4, 2022. Mr. Morris reported that 526 vehicles utilized the event, totaling 12.48 tons of HHW. The final invoice was \$12,763.27.

Mr. Morris reported on a recent incident regarding a "hot load" that was enroute to the SW Facility. The driver notified the Scalehouse and when the truck came in they were directed to the hot load area and staff was ready and prepared with extinguishers and the SCMUA water truck. The small smoldering fire was put out and there was no need to call in to the fire department.

Executive Director's Report

Mr. Varro reported on a financial analysis prepared for the North Berm Project. It was reported that the project cost was approximately \$2.3 million, and provided landfill space/operations from January 2021 to March 2022. Mr. Varro indicated that the North Berm took in 135,518 tons equaling \$13,219,110 in revenue. The final analysis shows the Authority's net revenue from the project was approximately \$11 million for the \$2.3 million project, and further North Berm capacity remains.

Mr. Varro reported on the recent American Flag Retirement Ceremony held at the County Veteran's Cemetery on Flag Day, June 14th. SCMUA Recycling Coordinator Dawn Latincsics coordinated the event, which prepared 1,000 lbs of flags for incineration at the Abby Glen facility. American Legion Post 86 Color Guard provided the Presentation of the Colors and retirement of Final Flag, the Franklin Band played the bugle call, and the Daughters of the American Revolution presented the "voice of the Flag". Mr. Varro noted it was a very patriotic program, and thanked all involved.

Chief Engineer's Report

Mr. Sesto updated the Commissioners on the Leachate Pump Station/Force main Project (#446). Contractor is coating the inside base of the manholes and performing certain other punch-list items at the landfill. Change orders are being revised by Contractor and shall be presented to the Construction Review Committee within a week or two.

Mr. Sesto reported on the Stage 2 Landfill Expansion Project, and indicated that the NJDEP has certified cell 6B. Discussions ensued regarding ARM Group's current inspector, and the excellent status reports distributed to the Commissioners. Current ARM project inspector shall continue until unable, and SCMUA Project Engineer, Christine Casella shall pick up the duties and report to Commissioners. Mr. Sesto reported that the MSE walls are completed and the Convenience Center and Recycling Centers should be completed in the next 4-6 weeks.

d. General Authority Business

Executive Director's Report

Mr. Varro reviewed a request that was approved by the New Jersey Department of Records Management for the disposal of certain SCMUA documents. It includes the recycling/disposal of old Purchase Orders, bank statements, discharge monitoring reports, hauler tickets and O&D forms, which were approved by SCMUA Auditor, and records custodian, Tom Varro. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-120 RESOLUTION RE: AUTHORIZING DISPOSAL OF VARIOUS SCMUA RECORDS

Comptroller's Report

Mr. Day provided a status report on the 2021 Audit. A memo was provided and reviewed notes regarding GASB# 68 & 75 data, and recommendations. Discussions ensued re: Cell Closure deficit correction, and payment over time with landfill expansion revenues.

e. Personnel Matters

Wastewater Superintendent's Report

Wastewater Superintendent Phillips prepared a resolution for consideration to grant an official leave of absence for employee DW4193 for personal illness for three months, as discussed in Closed Executive Session. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-121 RESOLUTION RE: AUTHORIZATION TO GRANT AN "OFFICIAL LEAVE OF ABSENCE" FOR DW4193

Solid Waste Superintendent's Report

Solid Waste Superintendent Morris reviewed a resolution for consideration to grant an official leave of absence for employee CV0317 for personal illness for three months, as discussed in Closed Executive Session. Commissioner Drake moved the authorizing resolution, seconded by Commissioner Dietz. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-122 RESOLUTION RE: AUTHORIZATION TO GRANT AN "OFFICIAL LEAVE OF ABSENCE" FOR CV0317

Mr. Varro prepared a resolution for Commissioners to authorize the extension of an official leave of absence for a family members illness for KD 3671, as discussed in Closed Executive Session. Commissioner Madsen moved the authorizing resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-123 RESOLUTION RE: AUTHORIZATION TO EXTEND "OFFICIAL LEAVE OF ABSENCE FOR FAMILY MEMBER ILLNESS FOR AN ADDITIONAL 6 MONTH PERIOD" FOR KD3671

Mr. Varro prepared a resolution, as discussed in Executive Session regarding a promotion and salary adjustment for Wastewater Operator Stephen Furtkevic. Mr. Furtkevic passed the Wastewater Treatment Class one and two. This licensing allows him to become eligible to gain experience to qualify for an Operator 3 at the Upper Wallkill Wastewater Plant. The salary adjustment is in lieu of annual salary adjustment at the end of the year. Commissioner Cocula moved the resolution, seconded by Commissioner Dietz. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett. The resolution passed.

#22-124 RESOLUTION RE: SALARY ADJUSTMENT FOR STEPHEN FURKEVIC, UPPER WALLKIL OPERATOR 3

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 #22-125 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN			x			
COCULA		x	x			
DIETZ			x			
DRAKE			x			
PETILLO			x			
WESLEY						x
FINKELDIE	x		x			
DABINETT			x			

#22-125 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

None.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners noted the progression of the landfill expansion project.

Commissioner Cocula moved to give an excused absence to Commissioner Wesley, seconded by Commissioner Madsen. On voice vote: Ayes (7); Nays (1). The motion passed.

11. ADJOURN

At 3:55 p.m. Commissioner Madsen moved to adjourn the meeting, seconded by Commissioner Dabinett. On voice vote: Ayes (8); Nays (0). The motion passed.

12. ADDENDA

Subsequent to the meeting, Chairman Petillo authorized the cancellation of the SCMUA Regular Authority Meeting of July 6, 2022. The next meeting shall be July 20, 2022.

Respectfully submitted,

Andrea Cocula, Secretary