

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON MARCH 18, 2020 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 3:02 p.m.

The following were present: Chairman Drake, Vice Chairman Meyer, Commissioners Petillo, Madsen*, Cocula, Dietz*, Perez*, Finkeldie*, Dabinett, Executive Director/Chief Engineer Varro, Comptroller Timothy Day, Senior Project Engineer Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano*, Special Counsel Prol, and Recording Secretary Tara Kronski

*Attended the meeting remotely due to State Executive Orders regarding COVID-19.

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Drake 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 Drake opened the meeting to public comment. No public present. He closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Commissioner Dabinett moved the Final Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the March 4, 2020 Pending Action Summary Sheets (PASS) to the County Freeholder Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Dabinett motioned to approve, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Petillo, Cocula, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (2) Commissioners Madsen and Dietz. The motion passed.

Commissioner Meyer moved to approve the Open and Closed Minutes from the February 5, 2020 Authority Meeting, seconded by Commissioner Dabinett. On roll call vote: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Dabinett; Nays (0); Abstain (1) Finkeldie. The motion carried.

Chairman Drake noted that the Open and Closed Minutes from the February 19, 2020 Authority Meeting have been emailed to the Commissioners for their review.

BUSINESS

a. Executive Session

At 3:08 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Meyer. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake noted the Closed Session should be approximately 50 minutes and discussions shall include: Construction Review Committee Meeting, Operations regarding COVID-19 contingencies and Personnel Items.

#20-073 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:09 p.m. Commissioner Finkeldie moved to adjourn the Closed Session, seconded by Commissioner Dabinett. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included Construction Review Committee Meeting, Operations regarding COVID-19 contingencies 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 reported on the operations on the Paulinskill Facility and expressed frustration dealing with the need to frequently clean the membranes, which is time consuming. He has exhausted all attempts to have Ovivo resolve the problems with the membranes. He is currently waiting for response from SCMUA Consulting Engineers, Kleinfelder. Commissioners discussed solutions and directed Attorney Napolitano to draft a letter advising again of the issues and need to address them immediately.

Senior Project Engineer's Report

Mr. Sesto reported on the Wallkill River Watershed Management Group's Grant Application for additional watershed restoration project. The WRWMG previously reported on their progress of planting trees and managing evasive species. Commissioner Meyer moved to authorized submittal of the Grant Application, seconded by Commissioner Cocula. On voice vote: Ayes (9), Nays (0), Abstain (0). The Motion passed.

Mr. Sesto reported on the bid opening for Laboratory Services and provided and analysis compared to estimates. One proposal was received from Eurofins QC, LLC, and they currently provide testing services for the Authority. The bid was about 33% over estimates, however Comptroller Day indicated there is sufficient funds from other line items to award a bid of \$94,810 for a one year contract to service all SCMUA Facility testing requirements. Commissioner Cocula moved the award resolution, seconded by Mr. Dabinett. On Roll Call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Perez. The resolution passed.

#20-074 RESOLUTION RE: AUTHORIZING THE AWARD OF A ONE-YEAR CONTRACT AGREEMENT BETWEEN THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) AND EUROFINS QC., LLC FOR FIELD SAMPLING AND LABORATORY TESTING SERVICES

Comptroller's Report

Mr. Day reported on the Septage, Sludge and Hauled Sewage Volumes report which he previously provided to the Commissioners through the end of February 2020. Revenues are higher than anticipated, overall the three wastes are within budget projections at 21%. Connection fees total \$58,034.00 for the fiscal year, which is 91% of what was budgeted.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported on a Notice of Violation for the disposal of bailed recyclable cardboard. The County Health Department was notified and the hauler was issued a NOV for dumping of cardboard and falsifying O&D Form.

Mr. Morris reported that due to the past winter/wind storms there is still a lot of brush coming into the facility, which has been ground into mulch. Mr. Morris asked for Commissioners to consider waiving the \$5.00 loading fee for plain mulch to Municipal DPWs and county schools. Discussion re: mulch availability for Sussex County municipalities. Commissioner Cocula motioned to offer to waive the loading charge for plain mulch to Sussex County municipalities and schools until supplies last, motion seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0). The motion passed.

Mr. Morris reported that the vendor for the E-Waste Event, ERI, Inc. contacted him and will not be sending their staff to run the Event due to restrictions on their travel in response to COVID-19. The Solid Waste Facility does not have the manpower to run the event, and will be cancelled. The next event is scheduled for May 16th. Mr. Morris also indicated that the Shred Event for March has also been cancelled.

Superintendent Morris reported that until further notice, the County Sheriff has suspended SLAP Services due to COVID-19.

Executive Director/Chief Engineer's Report

Mr. Varro reported that Food Waste Composting regulations have been enacted which divert food waste generators (from landfilling their waste) to food waste composting facilities within 25 miles. AgChoice is currently the only facility available to accept from food waste generators. Mr. Varro indicated that this effects the Authority's landfill due to the production of methane gas. It was acknowledged that Senator Oroho had supported the Authority at the State level, and Mr. Varro will report back after more information on the bill is received.

Comptroller's Report

Comptroller Day reported that he has researched and solicited price quotes for new copiers for the Administration Building and Solid Waste. He reported that Stewart Business Solutions provided state contract pricing with the least cost to the Authority for a 5 year lease. A resolution was prepared to enter into the lease with Steward Business Solutions.

#20-075 RESOLUTION RE: AUTHORIZATION TO ENTER INTO A 5-YEAR LEASE WITH STEWART BUSINESS SYSTEMS THROUGH NEW JERSEY STATE CONTRACT PROGRAM FOR COPY/SCAN EQUIPMENT FOR ADMINISTRATION & SOLID WASTE FACILITIES

e. Personnel Matters

Wastewater Superintendent’s Report

Mr. Baron reported that a candidate for Wastewater Electrician has been recommended after interviews. A resolution for hire was discussed in Executive Closed Session to hire Mr. Ernest Cosh as a full time employee to fill a vacant position as Wastewater Plant Electrician. Commissioner Perez moved the hiring resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-076 RESOLUTION RE: APPOINTMENT OF WASTEWATER PLANT MAINTENANCE – ERNEST COSH

Solid Waste Superintendent’s Report

Mr. Morris referred to Close Executive Session discussions for two full time waste site attendant positions, Samuel Anthony Casabello and Derek Becker were both interviewed and are recommended for hire. Resolutions were prepared to fill the positions. Commissioner Dabinett moved both hiring resolutions, seconded by Commissioner Cocula. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-077 RESOLUTION RE: APPOINTMENT OF FULL-TIME / ASSISTANT WEIGHMASTER, DEREK BECKER

#20-078 RESOLUTION RE: APPOINTMENT OF SOLID WASTE FULL TIME SITE ATTENDANT SAMUEL ANTHONY CASABELLO

7. Financial Transactions

a. Payment of Bills

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

Res #20-079 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN			x			
COCULA			x			
DIETZ			x			
DRAKE			x			
MEYER	x		x			
PEREZ			x			
FINKELDIE		x	x			
DABINETT			x			

#20-079 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

Executive Director Varro requested to re-enter Closed Executive Session to discuss the Landfill Life Extension/Infrastructure Relocation Project. At 4:50 p.m. Commissioner Cocula moved to go into Closed Executive Session, motion seconded by Commissioner Meyer. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake noted discussions shall include: Landfill Life Extension/Infrastructure Relocation Project, and will be in Closed Session for approximately 5-10 minutes.

At 4:57 p.m. Commissioner Dabinett moved to adjourn the Closed Session, seconded by Commissioner Cocula. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake confirmed discussions held included include: Landfill Life Extension/Infrastructure Relocation Project. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

Regarding discussions held in Closed Executive Session, ARM Group submitted a proposal for Commissioners consideration to amend the Landfill Life Extension/ Infrastructure Relocation Project Budget for ARM Group to include new design of a Section 6B landfill for \$268,818.27. Commissioner Meyer moved the amended budget, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion passed.

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners thanked the Staff for being proactive and getting safety protocols/plans in place to limit employee/customer exposure. Expressed concern to stay safe and healthy until this virus passes.

11. ADJOURN

At 5:05 p.m. Commissioner Finkeldie moved to adjourn the meeting, seconded by Commissioner Cocula. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary