

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON NOVEMBER 2, 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 Ronald Petillo, Vice Chairman John Drake, Commissioners Karl Meyer, Thomas Madsen, Andrea Cocula, Wayne Dietz(via telecom), 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

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

Executive Varro requested to revise the Closed Session Agenda to remove the report on Sussex County Community College and add Avian Bird Flu Disposal Request from the NJDEP. Commissioner Cocula moved revised Agenda, seconded by Commissioner Drake. 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 Drake. 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 October 19, 2022 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Cocula moved the PASS, seconded by Commissioner Drake. On roll call vote: Ayes (8) Commissioner Meyer, Madsen, Cocula, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Dietz. The motion carried.

Commissioner Drake moved the approval of the Open and Closed Minutes for the September 7, 2022 Authority Meeting, seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Finkeldie, Wesley, Dabinett; Nays (0); Abstain (1) Commissioner Madsen. The motion carried.

Commissioner Drake moved the approval of the Open and Closed Minutes for the September 21, 2022 Authority Meeting, seconded by Commissioner Dabinett. On voice vote: Ayes (9); Nays (0). The motion carried.

The Open and Closed Minutes for the October 7, 2022 and October 19, 2022 have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:06 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Finkeldie. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 10 minutes and discussions shall include: Avian Bird Flu Disposal Request from the NJDEP and Personnel Items.

#22-171 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:11 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Finkeldie. 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: Avian Bird Flu Disposal Request from the NJDEP and Personnel Items.

b. Wastewater Program

Superintendent's Report

Mr. Phillips reported on the resampling at the Homestead for oil and grease, and the results were less than 5 mg/l, and is within acceptable standards. The NJDEP was notified and were agreeable to the sampling results. Mr. Phillips also noted that he has begun work on the permit renewal the Homestead Facility, which expires in June 2023.

Executive Director's Report

Executive Director Varro reported that he received a call from Sussex Technical School's Engineer regarding wastewater connection fees. The new 2023 rates for connection fees go up on December 1, 2022, and they would like to pay before the rate increases. Mr. Varro noted the rate schedule allows payment up to one year in advance, however the school has yet to file a required wastewater management plan amendment through the County, or provide actual flow calculations. The payment will need to be received before the end of November 2022 to lock-in the 2022 rate.

Chief Engineer's Report

Mr. Sesto reported on the County Homestead WWTP conversion, and noted that County anticipated the Treatment Works Approval application to be completed by end of month. The application would have to be reviewed and endorsed by the Authority, and connection fees established. The projected project schedule would go out for bid in early 2023, with completion in 2024.

Watershed Director's Report

Mr. Sajdak reported on a recent tree planting project at the Wallkill Refuge, which included students from Cardinal Hayes High School, Bronx, NY. The project was in partnership with a representative from NJ Fish and Wildlife Service. He noted it was a very productive afternoon with 24 fully engaged students planting trees, learning watershed initiatives, and were enthusiastically involved in throughout the entire day. Mr. Sajdak also reported that he and Watershed Outreach Coordinator Kristine Rogers were invited to speak at the NJDEP offices by the Corporate Wetlands Restoration Partnership. Ms. Rogers did an excellent presentation on this successful collaboration of this tree planting project.

Comptroller's Report

Mr. Day reported on Upper Wallkill Sludge, Septage and Hauled Sewage Volumes through the October 31, 2022. He indicated that Sludge collection is 69% of anticipated revenue for 2022, Septage is at 102%, Hauled Sewage is at 132%, respectively. Mr. Day reported on total connection fees through October 2022, and they are over anticipated revenues totaling \$1,148,827.00.

c. Solid Waste Program

Superintendent's Report

Mr. Morris noted that the Fall Household Hazardous Waste Event is to take place on Saturday, November 5th 7am – 2pm. The vendor MXI and SCMUA staff have been preparing for the event.

Mr. Morris reported on the October 15th Electronic Waste Event, and indicated that tonnage numbers are still outstanding. He reported that 674 vehicles were serviced, 8 schools and towns, with 3 tractor trailers filled.

Mr. Morris reported on a plastic bag recyclable pilot program. Grocery stores no longer have receptacles to collect plastic bags, film, etc. A large amount of residents have inquired about what to do with these plastic items. Mr. Morris reported that Recycling Coordinator Dawn Latincics contacted Trex Decking to partner with to come and collect the plastic bag items collected at the SCMUA recycling center. It is a 6 month program, and shall be on a trial basis with no cost to the Authority. The Commissioners had no objections to participating in this program.

Chief Engineer's Report

Chief Engineer Sesto reported that the Leachate Pump Station/Force Main Project is all but complete. The tank roof repair is still pending and the contractor has been in touch with the manufacturer and material is pending to recoat roof panels.

Mr. Sesto indicated the Stage 2 Landfill Expansion Project continues to move forward with work on Phase 4 landfill cell, and miscellaneous items around the site.

Comptroller's Report

Mr. Day reported on Solid Waste Revenues and Tonnage through October 31st, and compared to the same 11 months from 2021, revenues are up \$104,000, and tonnage is also up 3,032 tons. Pace Glass disposal and landfill expansion project debris contributed to the increase in tonnage.

Mr. Day summarized the Pace Glass disposal totals. He reported that there were 193 loads totaling 2893.171 tons for an amount of \$32,776.65.

Mr. Day indicated that the Cell Closure Audit has been completed by October 31st by statute. It was filed with the NJDEP, and there was no issues reported, but revenues are down slightly due to sluggish stock market conditions. Copies were available.

d. General Authority Business

Executive Director's Report

The Public Rate Hearing is scheduled for 3:30, Chairman Petillo continued with the Agenda until the that time.

Comptroller's Report

Mr. Day reported that the FY2023 Authority's Budget was approved by the Department of Local Government Services and shall be up for Commissioner adoption at the November 30, 2022 Authority Meeting.

e. Personnel

Wastewater Superintendent's Report

Mr. Phillips reviewed a resolution to grant a five (5) month official leave of absence to Wastewater Employee CS1839. Commissioner Cocula moved resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-172 RESOLUTION RE: AUTHORIZATION TO GRANT A FIVE (5) MONTH "OFFICIAL LEAVE OF ABSENCE" FOR CS1839

Mr. Phillips prepared a resolution to grant a one (1) month official leave of absence to Wastewater Employee MGJR1751. Commissioner Madsen moved resolution, seconded by Commissioner Drake. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-173 RESOLUTION RE: AUTHORIZATION TO GRANT A ONE (1) MONTH "OFFICIAL LEAVE OF ABSENCE WITH PAY" FOR MGJR.1751

Solid Waste Superintendent's Report

Mr. Morris reviewed a resolution to grant an extension for a current leave of absence for personal illness for Solid Waste Employee CV0317. Commissioner Cocula moved resolution, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-174 RESOLUTION RE: AUTHORIZATION TO GRANT AN "EXTENDED LEAVE OF ABSENCE" FOR CV0317

Mr. Morris reviewed a resolution to grant a one month leave of absence to Solid Waste Employee SC2594. Commissioner Drake moved resolution, seconded by Commissioner Cocula. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-175 RESOLUTION RE: AUTHORIZATION TO GRANT ON (1) MONTH "OFFICIAL LEAVE OF ABSENCE WITH PAY" FOR SC2594

Mr. Morris reviewed a resolution to grant a 5 month leave of absence to Solid Waste Employee KR2292. Commissioner Drake moved resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#22-176 RESOLUTION RE: AUTHORIZATION TO GRANT A FIVE (5) MONTH "OFFICIAL LEAVE OF ABSENCE" FOR KR2292

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 #22-177 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN			x			
COCULA	x		x			
DIETZ			x			
DRAKE		x	x			
PETILLO			x			
WESLEY			x			
FINKELDIE			x			
DABINETT			x			

#22-177 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

FY2023 Public Rate Hearing Presentation

At 3:30, Chairman Petillo requested a motion to begin the FY2023 Public Rate Hearing. Commissioner Cocula made the motion, seconded by Commissioner Drake. On voice vote: Ayes (9), Nays (0). The motion carried.

The floor was given to SCMUA Executive Director Varro to begin the FY2023 Public Rate Hearing. A packet was distributed and reviewed regarding all the proposed rates for the Upper Walkkill Wastewater Facility, Hampton Commons Wastewater Facility, Paulinskill Water Reclamation Facility, Solid Waste Facility and Administration/Miscellaneous fees. Mr. Varro reviewed the changes from the previous year, hauled sewage increases to \$10.29 per 1,000 gallons. Connection fees for Upper Walkkill Facility shall be set at \$7,748.00/EDU. Wastewater Participants will see slight increase/decrease depending on their Service Agreements with the Authority and flow data. Hampton Commons Facility Budget shall increase to \$230,000. Paulinskill Water Reclamation Facility’s budget shall increase to \$674,700, the connection fee shall be set at \$2,538.00 per EDU. The Solid Waste Facilities’ Budget shall increase 6.89% compared to FY2022, for a total of \$11,782,000. Mr. Varro reviewed changes to the proposed FY2023 Rate increases: Vegetative Waste to \$45/ton, Dirty Commingled Cardboard \$55/ton, Non-hazardous Contaminated Soil \$96/ton Septic Disposal/Leach Field Soil \$96/ton and out-of-county street sweepings \$20/ton. Increase in Tire surcharges, per tire rate, no increase in bulk tire disposal. The Solid Waste Facility rates for ID13 and ID10 shall remain the same 2022, however a lost or stolen tag shall increase to a \$40 fee.

Mr. Varro reviewed updated ID27 soil disposal / residual dry industrial waste classifications and noted an increase for SCMUA application review fees. Clean-up charges have been added to 2023 Rate Schedule, \$25 per container/box, and \$100 for spills or dropped loads. Mr. Varro took questions from Commissioners. Additionally, per Commissioner comment, the category for out of county redirected waste shall be revised to incur a minimum charge of one ton at the prescribed rate.

No members of the public were in attendance.

Executive Director Varro noted that these Proposed FY2023 Rates, Fees and Charges will up for approval at the November 30, 2022 Authority Meeting for Commissioners' consideration per resolution.

At 3:40 p.m. Commissioner Cocula made a motion to close the Public Rate Hearing, seconded by Commissioner Drake. On voice vote: Ayes (9); Nays (0); Abstain. The motion passed.

Chairman Petillo continued with the Agenda.

9. PUBLIC COMMENT

No public in attendance.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Wesley commented on the radio advertisement for the Household Hazardous Waste Event, which was well done and informative. Personnel Committee Chairman Dietz commented on the current SW Assistant Weighmaster vacancy, he has recommended to Superintendent Morris to post for a full time replacement.

11. ADJOURN

At 3:42 p.m. Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary