

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON OCTOBER 17, 2018 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 Madsen, Commissioners Perez, Meyer, Cocula, and Petillo, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Tara Kronski.

Absent: Commissioners Dietz and Drake

Also in Attendance: Nicole Tracy, Associate of Laddey, Clark & Ryan

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Madsen 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 Madsen opened the meeting to public comment. No public in attendance.

4. AGENDA APPROVAL

Chairman Madsen asked for a motion to approve the Agenda. Commissioner Cocula moved the Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (5); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Chairman Madsen asked for motion to approve the Consent Agenda, which was previously emailed to the Commissioners. Commissioner Meyer moved the approval and seconded by Commissioner Cocula. No discussions were requested. On voice vote: Ayes (5), Nays (0). The motion carried.

6. MINUTES

Chairman Madsen requested a motion to approve/acknowledge the distribution of the October 3, 2018 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Cocula. On voice vote: Ayes (5), Nays (0). The motion carried.

Minutes for the Open and Closed Meetings of September 5th and September 19th, 2018 were distributed for review/comment.

7. BUSINESS

a. Executive Session

At 3:04 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Perez. On voice vote: (5) Ayes, (0) Nays, the motion carried. Chairman Madsen noted the Closed Session should be approximately 15 minutes and discussions to include: NOVA Filter Unit for Contract #454 and Vernon Township Sewer User Charges Collection Matter and Personnel Item.

#18-112 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:11 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Meyer.

Chairman Madsen confirmed items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: NOVA Filter Unit for Contract #454 and Vernon Township Sewer User Charges Collection Matter and Personnel Item. 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 Membrane Diffuser Replacement at the Upper Walkkill Plant, which was under warrantee. He contacted manufacturer Ovivo regarding the warranty and replacement was done and the Plant was back on line in a few hours.

Chief Engineer's Report

Chief Engineer Varro reported that the County has approved the recommended repairs to the Homestead Sewage Treatment Plant, which the Authority operates. As discussed in previous Authority Meetings, the repairs are needed due to safety concerns and aging equipment. Motion would authorize SCMUA to proceed with the repairs and charge back to the County.

Motion: Authorize to proceed with repairs/improvements on the Homestead WWTP and submit to County for reimbursement thereof.						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE						x
TOM MADSEN			x			
WAYNE DIETZ						x
ANDREA COCULA		x	x			
KARL MEYER	x		x			
RONALD PETILLO			x			

The Motion passed.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on the October 13th Electronic Waste Event, over 1000 customers were handled by the Vendor and were off-site by 3:00pm. They loaded 5 tractor trailer loads of E-waste.

Mr. Sparnon reported on a recent unannounced NJDEP inspection of the Solid Waste Facility. The Inspector had no issued to report after conducting a detailed inspection of the entire facility, as well as, files/records review.

Administrator’s Report

Mr. Hatzelis reviewed a resolution for Commissioners’ consideration regarding a property transfer from the County of Sussex to the Authority of the Railroad ROW in relation to the Leachate/Pump Station Project. Mr. Hatzelis reported the metes and bounds have been prepared by Mott MacDonald and are correct. Two private property owners and Sparta Township shall be contacted to request access for boring testing.

Res #18-113: Auth. Acceptance of Real Property from County of Sussex						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE						x
TOM MADSEN			x			
WAYNE DIETZ						x
ANDREA COCULA	x		x			
KARL MEYER		x	x			
RONALD PETILLO			x			

#18-113 RESOLUTION RE: AUTHORIZING ACCEPTANCE OF REAL PROPERTY FROM THE COUNTY OF SUSSEX

e. Personnel Matters

Administrator’s Report

Mr. Hatzelis reported that he received a notice of a Letter of Retirement from Superintendent Sparnon after 25 years of service to the Authority. His last day shall be December 28, 2018.

Motion: Commissioners accept, with regret, Mr. Sparnon's retirement notice and wish him the best in his retirement.						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE						x
TOM MADSEN			x			
WAYNE DIETZ						x
ANDREA COCULA	x		x			
KARL MEYER		x	x			
RONALD PETILLO			x			

The Motion passed.

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Madsen asked for a motion to approve the Financial Consent Agenda (FCA).

Res #18-114: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE						x
TOM MADSEN			x			
WAYNE DIETZ						x
ANDREA COCULA	x		x			
KARL MEYER		x				
RONALD PETILLO			x			

#18-114 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

None

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give excused absences to Commissioners Drake and Dietz, seconded by Commissioner Meyer. On voice vote: Ayes (5), Nays (0). The motion carried.

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (5), the motion passed. The meeting was adjourned at 3:23 p.m.

Respectfully submitted,

Andrea Cocula, Secretary