

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON OCTOBER 21, 2020 AT THE AUTHORITY'S ADMINISTRATION BUILDING, LAFAYETTE, NEW JERSEY

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE

The Teleconference Meeting was called to order at 3:00 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*, 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. (Call-in information was noticed prior on website for public participation.)

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 Final Agenda. Executive Director Varro requested to add Report Re: SCMUA Contract #20-12 Bid Results and Leachate Pump Station Force Main Project Contract Changes in Closed Session. Commissioner Cocula moved the Final 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 Madsen. 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 October 7, 2020 Pending Action Summary Sheets (PASS) to the County Freeholder Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Perez motioned to approve, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0); Abstain (0). The motion carried.

Commissioner Cocula moved to approve the Open and Closed Meeting Minutes for the August 9, 2020, September 2, 2020, and September 16, 2020 Authority Meetings, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0); Abstain (0). The motion carried.

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 Dabinett. 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: Sparta Township Connection Fee, Leachate Pump Station/Force Main Contract, Contract #20-12 Concrete Deck Motor Truck Scale Bids.

#20-154 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:20 p.m. Commissioner Cocula 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: Sparta Township Connection Fee, Leachate Pump Station/Force Main Contract, Contract #20-12 Concrete Deck Motor Truck Scale Bids. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

b. Wastewater Program

Comptroller's Report

Mr. Day reported on the Septage, sludge and hauled sewage volumes through September 30th. Sludge is up at 111% of projections for this fiscal year; septage is 96% of anticipations, hauled sewage trending downward, but is the smallest revenue generator in comparison, and is at 54%. The overall amounts are 97% of anticipated projections. Connection fees were estimated to be \$64,000, and currently significantly over that amount at \$271,237.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported that the Solid Waste Staff is preparing for the upcoming November 7th Household Hazardous Waste Event, and is working with the vendor to ensure the safety of the customers and staff.

In regard to Executive Session discussions concerning SCMUA Contract #20-12 Bid Opening for the Furnish, delivery and calibration of the new concrete deck motor truck scale, a resolution was prepared to award the contract to the lowest bidder. The lowest bidder was Atlantic Scale, Inc. for a total amount of \$75,862.00, award is contingent upon ongoing Staff and Attorney review/approval. Commissioner Cocula moved the resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-155 RESOLUTION RE: CONDITIONAL AWARD OF SCMUA CONTRACT #20-12 TO ATLANTIC SCALE COMPANY, INC. FOR ONE NEW CONCRETE DECK MOTOR TRUCK SCALE

Executive Director/Chief Engineer's Report

Mr. Varro reported on the Landfill Life Extension/Infrastructure Relocation Project, which is on schedule to be advertised at the end of November. Conference calls are continuing, every three weeks, with both the NJDEP and I-Bank. Mr. Varro noted that since this project is over \$12.5 million, it needs to be reviewed by the Office of the State Comptroller. An application package was prepared and information was provided. Mr. Varro introduced a resolution to conditionally authorize advertisement of the project, which would complete the package to the Comptroller's Office, and further show evidence of project approval from Commissioner Board. Commissioner Cocula moved the resolution to execute authorizing resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-156 RESOLUTION RE: CONDITIONALLY AUTHORIZE SCMUA TO ADVERTISE STAGE 2 LANDFILL EXPANSION CONTRACT #551

Senior Project Engineer's Report

Mr. Sesto gave a status report on the North Berm Project, indicating that the contractor is making progress. They are in the process of installing permanent electric and the subgrading will begin tomorrow. He noted that next week the berm should start to take shape. Weekly progress meetings are being held and the Contractor believes he will keep up with project schedule, however they are currently behind on the original work schedule they submitted. Commissioners discussed project timeline and importance thereof, and directed Mr. Sesto to recommend that they work Saturdays, and after hours to catch up to meet timeline according to the original work schedule.

Senior Project Engineer Sesto gave an update on the Leachate Pump Station Force Main Project. A progress was held with the Contractor, NJDEP and Engineer. Mr. Sesto noted that the HDPE pipe was approved and was ordered by the contractor, which will take approx. 2-4 weeks for delivery to site. Contractor will be unable to begin pipe installation until received, however there are other items that could be worked on.

The Aboveground Fuel Storage Tanks have been installed and staff training is ongoing. Each vehicle will have its own access card, and SCMUA will track fuel accordingly. The inspection and permit closures will take place shortly, and afterwards, the Authority's insurance company shall be notified of the removals of the USTs. The Contractor will move to begin the UST removals at the wastewater pump stations and Wastewater Facility shortly and may go into early next year.

d. General Authority Business

Executive Director/Chief Engineer's Report

Mr. Varro reminded the Commissioners that the FY2021 Rate Hearing is scheduled for November 4, 2020 at 3:30 p.m. and has been advertised in two newspapers per statute. A copy of the proposed FY2021 Rate Schedule has been sent to all 24 Sussex County Municipalities, and accountholders.

Comptroller’s Report

Mr. Day reported that the F2021 Authority Budgets were approved for submittal to the State by the Commissioners at the September 16, 2020 Authority Meeting. Mr. Day subsequently sent them to the State New Jersey Department of Community Affairs for review/approval. Mr. Day indicated the Budget was returned and approved by the State. The final adoption of the budget shall be on the November 25, 2020 Meeting Agenda for Commissioners’ consideration.

8. 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 #20-157 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN	x		x			
COCULA			x			
DIETZ		x	x			
DRAKE			x			
MEYER			x			
PEREZ			x			
FINKELDIE			x			
DABINETT			x			

#20-157 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners recognized and complimented the Wallkill River Watershed Management Group (WRWMG) for taking on such a heavy work load, planting a large number of trees without the help of volunteers due to COVID-19 precautions. Commissioner Madsen commented that Nathaniel Sajdak had a very productive conversation with USDA representative, Janice Rigga, to explore grant funding opportunities for the Watershed initiatives. Also, Commissioner Finkeldie noted he attended a remote meeting as a member of the New Jersey Corporate Wetlands Partnership where WRWMG outreach employee, Kristine Rogers, represented the Authority and gave an impressive presentation on comprehensive community conservation for about 75 attendees. Congratulations on the hard work and overall efforts of the Authority’s WRWMG.

11. ADJOURN

At 3:50 p.m. Commissioner Dabinett moved to adjourn the meeting, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary