

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON SEPTEMBER 5, 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: Vice Chairman Drake (Acting Chairman), Commissioners Perez, Dietz, Cocula, Meyer and Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel John Napolitano, Special Counsel Prol and Recording Secretary Tara Kronski.

Absent: Chairman Madsen, Commissioner Petillo

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Acting 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

No public comment.

4. AGENDA APPROVAL

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

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Acting Chairman Drake requested a motion to approve/acknowledge the distribution of the August 15, 2018 Pending Action Summary Sheet (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Meyer. On voice vote: Ayes (5), Nays (0). The motion carried.

Approvals: The Open and Closed Minutes for the July 18, 2018 Authority Meeting were moved for approval by Commissioner Perez, seconded by Commissioner Meyer. On roll call: Ayes (4) Commissioners Perez, Drake, Cocula, and Meyer, Nays (0); Abstain (1) Commissioner Dietz due to absence at that meeting. The motion passed.

The Open and Closed Minutes for the August 1, 2018 Authority Meeting were moved for approval by Commissioner Perez, seconded by Commissioner Dietz. On roll call: Ayes (4) Commissioners Perez, Drake, Dietz, and Cocula, Nays (0); Abstain (1) Commissioner Meyer due to absence at that meeting. The motion passed.

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 Dietz. On voice vote: Ayes (5), Nays (0), the motion carried. Acting Chairman Drake noted the Closed Session should be approximately 15-20 minutes and discussions shall include: Contract #454 Nova Filter Unit, Access Agreement with County of Sussex, Contract #18-12 Upper Walkkill Cell Tower, Contract 443D – LFG Improvement Bids, Upper Walkkill Final Permit Matter and Personnel Matters.

#18-100 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:35 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Meyer. On voice vote: Ayes (5); Nays (0). The motion passed.

Acting Chairman Drake confirmed items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Contract #454 Nova Filter Unit, Access Agreement with County of Sussex, Contract #18-12 Upper Walkkill Cell Tower, Contract 443D – LFG Improvement Bids, Upper Walkkill Final Permit Matter and Personnel Matters. When the need for confidentiality of these matters no longer exists they will be opened to the public

Administrator Hatzelis and Acting Chairman Drake presented 30 year employees, Patricia Korger and Kathy Degroot with Declaration of Appreciation plaques for their dedication to the Authority.

b. Wastewater Program

Administrator's Report

Mr. Hatzelis reported on correspondence he received from Vernon Township Mayor Shortway that stated Vernon Township will not be paying their quarterly sewer bill due to the fact that they have not received payment from Mt. Creek. Mr. Hatzelis noted the Mt. Creek situation, however other Vernon Township MUA customers should be paying their sewer bills and discussions took place regarding good faith payment and Letter of Credit option. It was indicated that the Authority will decide its direction after bill is considered past due, which will be on September 15th.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on a Landfill Gas-to-Energy tour of the DCA Facility for a few commissioners and guests. It was very informative and the system was running very well.

Mr. Sparnon indicated that the 2017 Annual Recycling Report was completed and emailed to the Commissioners, and it was also posted on the SCMUA website for public information.

Chief Engineer’s Report

After discussions in Executive Session regarding the most responsive and responsible bids, a resolution was presented to award Contract #443D for Landfill Gas Improvements to Ferraro Construction.

Res: #18-101 Contract #443D award resolution to Ferraro Construction						
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

#18-101 RESOLUTION RE: CONTRACT #443D – 2018 LANDFILL GAS IMPROVEMENT PROJECT TO FERRARO CONSTRUCTION CORP.

Administrator’s Report

Mr. Hatzelis reviewed a chart/graph on Tonnages and Revenues for December 1st through August 31st and tonnages are still trending upwards. Compared to the same time period for last year, tonnage is up 3.5% and Solid Waste Enforcement Program and the economy are currently going strong.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis indicated Staff continues to work on the FY2019 Budgets and will be meeting with the Budget Committee before the next Authority Meeting on September 19th.

Mr. Hatzelis updated the Commissioners on the last IT Committee Meeting and noted a timeline of installation for new computer software, iCloud uploading and phone system.

8. Payment of Bills

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

Res: #18-102 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	x			
RONALD PETILLO						x

#18-102 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT
None

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula motioned to give Commissioners Madsen and Petillo excused absences for today's meeting, seconded by Commissioner Drake. On voice vote: Ayes (5), Nays (0). The motion carried.

Commissioner Dietz described an interaction with a Sussex County resident at a conference in PA. The gentleman made a point of approaching Mr. Dietz to compliment the operations and staff at the Solid Waste/ Recycling Facility.

11. ADJOURN

Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (5), the motion passed. The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Andrea Cocula, Secretary