

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON AUGUST 15, 2023 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 11:00 a.m.

The following were present: Chairman Ronald Petillo, Vice Chairman John Drake, Commissioners Karl Meyer, Thomas Madsen, Andrea Cocula, Wayne Dietz, John Finkeldie, Executive Director Varro, Comptroller Timothy Day, Chief Engineer Joseph Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, WRWVG Director Nathaniel Sajdak General Counsel John Napolitano, Special Counsel Thomas Prol, and Recording Secretary Tara Kronski

Also in Attendance: Bond Counsel John Cantalupo and Financial Advisor Anthony Inverso

Absent: Commissioners Dabinett and Wesley

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 public present, Mr. Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Commissioner Drake moved to approve the Final Agenda, seconded by Commissioner Finkeldie. On voice vote: Ayes (7); 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 (7); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the August 2, 2023 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Dietz moved the PASS, seconded by Commissioner Cocula. On voice vote: Ayes (7); Nays (0). The motion carried.

No minutes are up for approval at this meeting.

The Open and Closed Minutes from the July 18, 2023 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 11:03 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Madsen. On voice vote: Ayes (7), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 20 minutes and discussions shall include: Vernon Township/ Vernon Twp. MUA, Debt Considerations, and Personnel Matters.

#23-130 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 11:50 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Madsen. On voice vote: Ayes (7), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Vernon Township/ Vernon Twp. MUA, Debt Considerations, and Personnel Matters.

John Cantalupo and Anthony Inverso left the meeting after Executive Session.

b. Wastewater Program

Superintendent’s Report

Mr. Phillips reported that one side of the wet well rehabilitation work for the Franklin Pump Station Upgrades Project is nearly complete. The contractor is anticipated to switch over to the two new pumps early next week.

Hamburg Pump Station contractor is completing the treads for stairs. Friday they will be commissioning the generator and this project should be completed by the next Authority Meeting.

Watershed Director’s Report

Mr. Sajdak reported on the Halstead School Projects. They broke ground for new porous pavement project. They are redoing about 15 parking spaces, including a tree trench near the playground area to treat further stormwater.

Mr. Sajdak indicated the Wallkill Watershed Group began the development of a rain garden at the High Point Regional High School with the help of the Wantage DPW.

Comptroller’s Report

Comptroller Day reported on septage, sludge and hauled sewage through July 31, 2023. He indicated that Septage is at 52% of projections, and Sludge is at 4-%, both are under expectations, however Hauled Sewage is above projections at 82%. Connection fees are 107% of anticipated budget for FY2023 at \$210,000.

Mr. Day reviewed resolution prepared to amend the UW Capital Budget to self-fund the engineering design for the rehabilitation project for nitrate upgrades for the Upper Wallkill Wastewater Facility.

Mr. Day reported SCMUA will utilize Undesignated Net Position Funds and shall reimburse expenditures for the cost of the facility rehabilitation project. Commissioner Drake moved the amendment resolution, seconded by Commissioner Madsen. On Roll Call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie; Nays (0); Abstain (0); Absent (2) Dabinett, Wesley.

#23-131 RESOLUTION RE: UPPER WALLKILL CAPITAL BUDGET AMENDMENT TO INCLUDE \$3,477,909 FOR SELF-FUNDING OF ENGINEERING DESIGN FOR UPPER WALLKILL WASTEWATER FACILITY REHABILITATION PROJECT FOR NITRATE UPGRADES WHILE PROVIDING NOTICE OF INTENT TO SEEK FUTURE PROJECT NOTE

Chief Engineer's Report

Mr. Sesto reviewed a resolution to execute a Professional Services Agreement with SCMUA appointed Engineers Hazen and Sawyer for Engineering and Design Bidding Services for UW Nitrate Upgrade Project. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Drake. On Roll Call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie; Nays (0); Abstain (0); Absent (2) Dabinett, Wesley. The resolution passed.

#23-132 RESOLUTION RE: AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH HAZEN AND SAWYER TO PROVIDE ENGINEERING DESIGN AND BIDDING SERVICES FOR THE UPPER WALLKILL VALLEY WATER POLLUTION CONTROL FACILITY NITRATE UPGRADES PROJECT

c. Solid Waste Program

Solid Waste Superintendent's Report

Mr. Morris reported that a lightning storm was in the area on August 7th, and some infrastructure was hit with a power surge. The main gate was not functioning, as well as the digital sign by the highway. A new control board was ordered, and surge protection equipment. A claim was filed with the insurance company.

Executive Director's Report

Mr. Varro gave a solid waste historical report for Commissioners at the request of Chairman Petillo for informational purposes. The perspective included important historical events since its inception, including Solid Waste Management Planning, Solid Waste Facilities Implementation, Financial Impacts of Solid Waste Flow Control and SCMUA Landfill Phases.

Chief Engineer's Report

Mr. Sesto reviewed the Landfill Life Extension Project, and indicated that the rain tarp has been installed, and the leak testing was successfully completes. ARM Group is preparing to submit for certification of Cell 4 to NJDEP. Punch list items are being completed.

Mr. Sesto reviewed the Leachate Pump Station/Forcemain, noting that the last horizontal drill is 70 feet deep and is collecting sediment. When the pumps are off, accumulation occurs and is causing blockages. This section was flushed out, but continues to be an issue. Mr. Sesto contacted design engineer Mott MacDonald to address. He requested a motion to authorize a not to exceed amount of \$17,500 to troubleshoot Leachate Force Main Project pump station flow issue. Commissioner Cocula moved the not to exceed amount of \$17,500, seconded by Commissioner Drake. On Roll Call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie; Nays (0); Abstain (0); Absent (2) Dabinett, Wesley. The motion passed.

Comptroller's Report

Mr. Day reported on Tonnages and Revenues through July 2023 Compared to the same time period as 2022, Tonnage is down 1.2%, and revenues are down \$28,000.

A resolution was prepared by Mr. Day to amend the Solid Waste Capital Outlays Budget to purchase a used foam densifier machine. Funds being moved between line items with no overall increase in SW Budget. Commissioner Drake moved the resolution, seconded by Commissioner Dietz. On Roll Call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie; Nays (0); Abstain (0); Absent (2) Dabinett, Wesley. The resolution passed.

#23-133 RESOLUTION RE: AMENDING THE SCMUA'S FY2023 SOLID WASTE FACILITY CAPITAL OUTLAY BUDGET

d. General Authority Business

Comptroller's Report

Mr. Day reported on the RFPs received for IT Services, noting that there were three submitted and Staff is reviewing. A recommendation will be made at the next meeting.

Mr. Day reported that the SCMUA membership in the Statewide Insurance Fund will expire on January 1, 2024. He prepared a resolution to renew the membership and to execute the Indemnity Agreement for an additional three years in the Fund. Commissioner Cocula moved the resolution, seconded by Commissioner Drake. On Roll Call: Ayes (6) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie; Nays (0); Abstain (1) Dietz; Absent (2) Dabinett, Wesley. The resolution passed.

#23-134 RESOLUTION RE: SCMUA TO JOIN (RENEW) STATEWIDE INSURANCE FUND

e. Personnel

Solid Waste Superintendent's Report

Mr. Morris reported that in order to fill the need for a Solid Waste Site Attendant, he recommends promoting part-time employee Matthew Lucenti to the full-time position. Commissioner Madsen motioned to resolution for reassignment, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie. The resolution passed.

#23-135 RESOLUTION RE: REASSIGNMENT OF MATTHEW LUCENTI TO FULL-TIME SOLID WASTE SITE ATTENDANT

Executive Director’s Report

Mr. Varro reported that the Personnel Committee has made salary adjustments to the Solid Waste and Wastewater Superintendents and Comptroller positions. These salary increases are in accordance with the employee retention program, and is to cover larger responsibilities after retirement of Executive Director. Commissioner Dietz moved the salary resolutions, seconded by Commissioner Meyer. On roll call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie. The resolution passed.

#23-136 RESOLUTION RE: SENIOR LEVEL MANAGEMENT EMPLOYEE SALARY ADJUSTMENTS

Mr. Varro reported that the Personnel Committee has prepared a resolution to appoint Chief Engineer Joseph Sesto to the position of interim Executive Director starting September 1, 2023. The resolution also authorizes execution thereof. Commissioner Dietz moved the resolution, Commissioner Madsen seconded. On roll call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie. The resolution passed.

#23-137 RESOLUTION RE: AUTHORIZING EXECUTION OF EMPLOYMENT AGREEMENT WITH JOSEPH SESTO, SCMUA INTERIM EXECUTIVE DIRECTOR/EXECUTIVE DIRECTOR

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 #23-128 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN			x			
COCULA	x		x			
DIETZ			x			
PETILLO			x			
DRAKE		x	x			
WESLEY						x
FINKELDIE			x			
DABINETT						x

#23-138 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioners Dabinett and Wesley and excused absence, seconded by Commissioner Madsen. On voice vote: Ayes (7); Nays (0). The motion passed.

Commissioners noted the success of the Grand Opening Celebration of the Landfill Live Expansion Project and new Convenience Center and Recycling Center.

11. ADJOURN

At 12:30 p.m. Commissioner Finkeldie moved to adjourn the meeting, seconded by Commissioner Madsen. On voice vote: Ayes (7); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary