

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 18, 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 3:00 p.m.

The following were present: Chairman Ronald Petillo, Vice Chairman John Drake, Commissioners Karl Meyer, Thomas Madsen, Andrea Cocula, Wayne Dietz, John Wesley, John Finkeldie, Robert Dabinett, Executive Director Varro, Comptroller Timothy Day, Chief Engineer Joseph Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, WRWMG 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 public present, Mr. Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Petillo asked if there were any changes to the Agenda, Mr. Varro recommended moving Closed Session to the end of the Business Agenda due to Special Counsel running late to meeting. Commissioner Drake moved to approve the Final Agenda, seconded by Commissioner Madsen. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Finkeldie moved to approve the Consent Agenda, seconded by Commissioner Dabinett. 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 June 20, 2023 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 Finkeldie. On roll call: Ayes (7) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Finkeldie, Dabinett; Nays (0); Abstain (2) Commissioners Meyer and Wesley. The motion carried.

There were no minutes up for approval at this meeting.

The Open and Closed Meeting Minutes for June 7, 2023 and June 20, 2023 have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

(moved to end of Business portion of the Agenda)

b. Wastewater Program

**Superintendent's Report**

Mr. Phillips reported that the Upper Wallkill Wastewater Facility had recently measured 3.7 inches of rain in two days. This heavy rainfall caused an overage on permit discharge flows, the NJDEP was notified. Hampton Commons also flowed over their daily flow limits, however both plants remained in full compliance with their respective NJPDES Permits. Flows have receded and are under permit limits at this point.

Mr. Phillips reported on the Franklin Pump Station Project, and contractor is waiting on 2 items related to the pump equipment. Weather permitting, the assembly and hookup will take place next week, bypass pumping continuing.

Hamburg Pump Station generator being installed this week, and next Tuesday is projected to be commissioned. Temporary generator installed.

**Watershed Director's Report**

Mr. Sajdak reported on the activities recently taking place in the wetlands area of the Paulinskill Wastewater Plant property. He indicated that the USF&WL provided equipment and operators to help create habitat pools to benefit the local wildlife. They also removed old porcelain tiles that were installed for drainage years earlier, the effect is now causing the water to stream at the surface to promote the wetlands.

**Comptroller's Report**

Mr. Day reported on Septage, Sludge and Hauled Sewage for the month of June 2023. Both Septage and Sludge are lower than anticipated, at 43% and 27%, respectively. Hauled Sewage is at 82% which is higher than anticipated. Connection fees continue to be ahead of budget expectations for the fiscal year.

c. Solid Waste Program

**Solid Waste Superintendent's Report**

Mr. Morris reported on the Styrofoam recycling program with Foamcycle. He noted that he was offered a larger more efficient machine to process the product. Mr. Morris noted that it is a used machine priced at \$25,000, which is a lease. Discussions continued regarding cost, efficiency, manpower hours. Commissioners advise Mr. Morris to give an alternate offer for of \$15,000 for the used Foam Cycle Machine, and notify of the response at the next meeting.

Mr. Morris indicated that the repairs of the leachate tank had been halted due to the recent heavy rainfall. They will resume in a few weeks to let the leachate levels recede.

**Chief Engineer’s Report**

Chief Engineer Sesto reported on the Stage 2 Landfill Expansion Project, and contractor is finishing placing drainage stone on side slope of Cell 6B. Phase 4 is scheduled to be completed on August 11<sup>th</sup>, ahead of projected date. The generator installation is being finalized at pump station. Contractor requested punch-list from engineer.

Mr. Sesto indicated that there was a drop in flow for the Leachate Pump Station Force Main. Contractor, staff and engineers are trouble shooting and are currently inspecting air valves. Mr. Sesto will report back when he gets more information.

**Comptroller’s Report**

Mr. Day reported on tonnage and revenue, which are down compared to the same time period as last year (Dec – June), noting Tonnage is down 1.7%, and Revenues are also down \$37,000.00. Mr. Day noted that the prior years 2021 and 2022 were exceptionally in tonnage high volumes, and estimates should be reached by the end of fiscal year.

Mr. Day reported that he prepared a resolution for amending the FY2023 Budget. Due to revised program priorities, he moved R&R funds from one line item to the other to fund the leachate tank upgrades. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Meyer. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

**#23-122** RESOLUTION RE: AMENDING THE SCMUA’S FY2023 SOLID WASTE FACILITIES BUDGET

d. General Authority Business

**Comptroller’s Report**

Mr. Day reported on the current status of contracted IT Services, and also prepared a resolution to authorize to advertise for RFPs and utilized the competitive contracting process for IT managed and consulting services for the upcoming year. Commissioner Dabinett moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (8) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Meyer. The resolution passed.

**#23-123** RESOLUTION RE: AUTHORIZING THE UTILIZATION OF THE COMPETITIVE CONTRACTING PROCESS FOR SPECIALIZED SERVICES

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 #23-124 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN			x			
COCULA			x			
DIETZ			x			

PETILLO			x			
DRAKE	x		x			
WESLEY			x			
FINKELDIE		x	x			
DABINETT			x			

**#23-124** RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

a. Closed Executive Session

At 3:25 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Drake. On voice vote: Ayes (9), 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, U.W. Nitrate Permit, and Personnel Matters.

**#23-125** RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:45 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: Vernon Township/ Vernon Twp. MUA, U.W. Nitrate Permit, and Personnel Matters.

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners thanked the Personnel Committee.

11. ADJOURN

At 3:45 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