

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON NOVEMBER 1, 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, Andrea Cocula, Wayne Dietz (via telecom), John Wesley, Executive Director Joseph Sesto, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, WRWVG Director Sajdak, General Counsel John Napolitano, Special Counsel Thomas Prol (via telecom), and Recording Secretary Tara Kronski

Absent: Commissioners Madsen, Finkeldie and Madsen.

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 Wesley. On voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Cocula moved to approve the Consent Agenda, seconded by Commissioner Drake. No discussions requested. On voice vote: Ayes (6); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the October 17, 2023 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Drake moved the PASS, seconded by Commissioner Wesley. On voice vote: Ayes (6); Nays (0). The motion carried.

No minutes were up for approval at this meeting.

The Open and Closed Minutes for both the September 19, 2023 and the October 3, 2023 Authority Meetings have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:01 p.m. Mr. Petillo requested a motion to go into Closed Executive Session, Commissioner Cocula moved the resolution, seconded by Commissioner Drake. On voice vote: Ayes (6), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 15 minutes and discussions shall include: Sussex Borough Hardship Agreement, and Personnel Matters.

**#23-175** RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:20 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Wesley. On voice vote: Ayes (6), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Sussex Borough Hardship Agreement, and Personnel Matters.

b. Wastewater Program

**Superintendent's Report**

Mr. Phillips reported that the Franklin Pump Station Upgrades Project. The electrical and mechanical work is ongoing.

Planet Networks has been on site at the Upper Wallkill the past two weeks and the fiber optics cable has been installed on the poles, but not connected to the buildings. Mr. Phillips will follow up with Mr. Zappa regarding when Planet Networks is scheduled to return to complete connection.

**Executive Director's Report**

Mr. Sesto reported on the Upper Wallkill Nitrate Upgrades Design. He indicated that analytical sampling has been completed and laboratory analysis is ongoing. In addition, preliminary electrical reviews have taken place with Hazen and Sawyer. Technology workshops are being conducted to evaluate equipment selection for design purposes. Site survey is scheduled for November 6<sup>th</sup>. The Engineer's Design Report is anticipated to be completed by the end of the year.

The Resolution Re: Sussex Borough Hardship Agreement was tabled to gather further information as requested in Closed Session.

**Watershed Director's Report**

Mr. Sajdak reported on the NJ Corporate Wetlands Restoration Partnership's annual meeting, where Kristine Rogers represented the WRWVG-SCMUA. The NJDEP Commissioner Latourette spoke and recognized all the corporate organizations that contribute to the project funding. Mr. Latourette stated that over 20 years this organization has funded 59 projects around the state \$21.6 million in funding. Six specific projects were highlighted and out of the six, two were the WRWVGs. One was the restoration work along the Wallkill River in Sparta, and the floating treatment wetlands program.

c. Solid Waste Program

### **Solid Waste Superintendent's Report**

Mr. Morris reported on the work performed by Mid Atlantic Tank Company on the Leachate Tank Repairs. He noted they replaced bolts and a few rusted panels. The roof was in fair condition and the tank floor was in good condition. Work completed was under \$60,000.

Mr. Morris reported two (2) pieces of equipment have been received (i.e. Mack roll off and 963), ordered 16 months ago and one year ago, respectively. The equipment was inspected by Staff and there was an issue with the Mack and is currently at the dealership. The old 973 equipment will be auctioned off.

### **Comptroller's Report**

Mr. Day prepared a resolution to authorize public sale of the 2016 Caterpillar 973D Track Loader on govdeals.com. Commissioner Drake moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-176** RESOLUTION RE: AUTHORIZING THE PUBLIC SALE OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) SOLID WASTE PROPERTY NO LONGER NEEDED FOR PUBLIC USE THROUGH GOVDEALS.COM PUBLIC ONLINE AUCTION

#### d. General Authority Business

### **Comptroller's Report**

Mr. Day presented a resolution for consideration to change the employee dental plan from Delta Dental to MetLife, and to also offer a life and AD&D insurance policy through MetLife as well. Commissioner Drake moved the resolution, seconded by Commissioner Dietz. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-177** RESOLUTION RE: AUTHORIZING THE IMPLEMENTATION OF ENHANCEMENTS TO THE EMPLOYEE BENEFITS PROGRAM

Mr. Day reported that he prepared a resolution for a budget amendment for FY2023 to transfer funds from solid waste and wastewater to administration budget to cover unanticipated expenses, with no increase on overall budget amount. Commissioner Cocula moved the resolution, seconded by Commissioner Drake. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-178** RESOLUTION RE: FY2023 BUDGET AMENDMENT – ADMINISTRATIVE SERVICES BUDGET

### **Executive Director's Report**

Mr. Sesto reported that the Rate Hearing for FY2024 was held on October 17<sup>th</sup> and he has had no comments thereon. A resolution was prepared to adopt the schedule of rates, fees and charges for the FY2024 fiscal year. Commissioner Cocula moved the resolution, seconded by Commissioner Wesley. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-179** RESOLUTION RE: ADOPTION OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S SCHEDULE OF RATES, FEES AND CHARGES FOR FY2024

e. Personnel

**Wastewater Superintendent's Report**

Mr. Phillips presented a resolution to promote Stephen Furtkevic to wastewater chief plant operator as discussed in Closed Session. Commissioner Drake moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (1) Commissioner Madsen. The resolution passed.

**#23-180** RESOLUTION RE: APPOINTMENT OF STEPHEN FURTKEVIC AS WASTEWATER CHIEF OPERATOR

Mr. Phillips has prepared a resolution to appoint Jan Uwe Meinecke as interim Maintenance Foreman to fill an open position due to a retirement as discussed in Closed Session. Commissioner Cocula moved the resolution, seconded by Commissioner Drake. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (1) Commissioner Madsen. The resolution passed.

**#23-181** RESOLUTION RE: APPOINTMENT OF JAN UWE MEINECKE TO WASTEWATER INTERIM MAINTENANCE FOREMAN/MAINTENANCE FOREMAN

**Solid Waste Superintendent's Report**

Mr. Morris presented a resolution for authorization of an extension of a 30 day leave of absence for solid waste employee MS7461, as discussed in Closed Session. Commissioner Drake moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-182** RESOLUTION RE: REQUEST FOR OFFICIAL LEAVE OF ABSENCE WITH PAY FOR A THIRTY (30) DAY PERIOD FOR JH3855

**Executive Director's Report**

Mr. Sesto reviewed resolution prepared for certain employee salary increases, as discussed in Closed Session. Commissioner Drake moved the resolution, seconded by Commissioner Dietz. On roll call: Ayes (6) Commissioners Meyer, Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (0). The resolution passed.

**#23-183** RESOLUTION RE: EMPLOYEE SALARY ADJUSTMENTS

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 #23-184 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

**#23-184** RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioners Madsen, Finkeldie and Dabinett excuse absences, seconded by Commissioner Drake. On voice vote: Ayes (6); Nays (0). The motion passed.

Commissioner Dietz thanked the staff for their work with the analysis of employee salary information.

11. ADJOURN

At 3:35 p.m. Commissioner Finkeldie moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (6); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary