

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON A JANUARY 3, 2024 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 Thomas Madsen, Andrea Cocula, Wayne Dietz, John Wesley, John Finkeldie, Robert Dabinett. Executive Director Joseph Sesto, Comptroller Timothy Day, 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

Absent: Commissioner Meyer

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

4. AGENDA APPROVAL

Commissioner Drake moved to approve the Final Agenda, seconded by Commissioner Madsen. On voice vote: Ayes (8); 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 (8); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the December 13, 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 Drake. On roll call: Ayes (7) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie; Nays (0); Abstain (1) Commissioners Dabinett. The motion carried.

Commissioner Drake moved the approval of the Open and Closed Minutes for the November 1, 2023 Authority Meeting, seconded by Commissioner Wesley. On roll call: Ayes (5) Commissioners Cocula, Dietz, Petillo, Drake, Wesley; Nays (0); Abstain (3) Commissioners Madsen, Finkeldie, Dabinett. The motion carried.

There were no minutes distributed to the Commissioners for their review at this meeting.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Mr. Petillo requested a motion to go into Closed Executive Session, Commissioner Cocula moved the resolution, seconded by Commissioner Dabinett. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 13 minutes and discussions shall include: Vernon Township Matters, Hardship Policy for Connection Fees, U.W. Nitrate Appeal and Personnel Matter.

#24-009 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:25 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Drake. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Vernon Township Matters, Hardship Policy for Connection Fees, U.W. Nitrate Appeal and Personnel Matter.

b. Wastewater Program

Superintendent's Report

Mr. Phillips reported on the Franklin Pump Station Upgrade Project. All four (4) pumps are in operation. Final training for SCMUA staff as well as painting of the floors and walls are anticipated to be completed by the end of the month.

Mr. Phillips reported that he called the NJDEP action line on December 18th to notify them of the Upper Wallkill Facility flow permit exceedance which was a direct result of 3.5 inches of rain. The plant processed 5.3 million gallons but other than flow, the plant remained in compliance.

Executive Director's Report

Mr. Sesto reported on the status of the Upper Wallkill Upgrade Project. He indicated that most of the major equipment has been included in engineering design. The Engineer's Design Report is expected to be 30% complete by the end of February; 100% by the end of the year. Commissioners requested to expedite that timeline to try to get the project bid ready before the end of 2024.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported on a resolution authorizing the execution of agreements for municipalities that request Certified Recycling Professional Services to certify NJDEP Recycling Reports. NJDEP requires certification of Municipal Recycling Reports before submittal. The SCMUA provides this service for a fee of \$300. Commissioner Cocula moved the resolution, seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#24-010 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY BOARD OF COMMISSIONERS AUTHORIZE THE EXECUTION OF A SHARED SERVICES AGREEMENT(S) WITH VARIOUS SUSSEX COUNTY MUNICIPALITIES FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2023 RECYCLING TONNAGE REPORT TO NJDEP

Executive Director’s Report

Mr. Sesto gave an update on the Landfill Expansion Project. The punch list continues to be worked on by Tomco. The Contractor Area modifications will begin shortly. The Area will remain in operation during construction. The bid opening for the North Side Permanent Cap Project will be on January 10, 2024. Currently ARM is responding to bid holders questions.

Comptroller’s Report

Mr. Day reported on the Tonnages and Revenues for the first month of FY2024. The new rates are in effect and revenues have increased by \$116,000, and tonnage is up 85 tons compared to December of last year.

d. General Authority Business

Comptroller’s Report

Mr. Day reviewed a resolution prepared to appoint a Commissioner to Statewide Insurance Fund for 2024. Mr. Day shall be the Fund Commissioner, with Executive Director Sesto as an alternate. Commissioner Drake moved the resolution, seconded by Commissioner Madsen. On roll call: Ayes (7) Commissioners Madsen, Cocula, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Dietz. The resolution passed.

#24-011 RESOLUTION RE: APPOINTMENT OF FUND COMMISSIONER TO THE STATEWIDE INSURANCE FUND – 2024

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 #24-012 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	

#24-012 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioner Meyer an excused absence, seconded by Commissioner Drake. On voice vote: Ayes (8); Nays (0). The motion passed.

Commissioners congratulated the Staff on the many accomplishments the SCMUA achieved in 2023, and wished all a Happy New Year!

11. ADJOURN

At 3:35 p.m. Commissioner Madsen moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (8); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary