

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON NOVEMBER 26, 2025 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 1:00 p.m.

The following were present: Chairman Ronald Petillo, Vice Chairman John Drake, Commissioners Karl Meyer, Thomas Madsen, Andrea Cocula, Wayne Dietz, John Wesley, Mario Poggi, Executive Director Joseph Sesto, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, Wallkill River Watershed Management Group Director Nathaniel Sajdak, General Counsel John Napolitano, Special Counsel Thomas Prol, and Recording Secretary Tara Kronski

Absent: Commissioner John Finkeldie

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. There was no public comment. Chairman Petillo then closed the meeting to public comment.

4. AGENDA APPROVAL

Commissioner Dietz moved to approve the Final Agenda, seconded by Commissioner Drake. 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 November 5, 2025 SCMUA Meeting's 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 Cocula. On roll call: Ayes (7) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Wesley, Poggi; Nays (0); Abstain (1) Commissioner Drake. The motion passed.

Commissioner Wesley moved to approve the Open and Closed Minutes for both the October 1, 2025 and the October 15, 2025 Authority Meetings, seconded by Commissioner Poggi. On voice vote: Ayes (8); Nays (0). The motion carried.

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

7. BUSINESS

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 #25-139 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			X			
MADSEN	X		X			
COCULA		X	X			
DIETZ			X			
PETILLO			X			
DRAKE			X			
WESLEY			X			
FINKELDIE						X
POGGI			X			

#25-139 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

a. Wastewater Program

Superintendent’s Report

Mr. Phillips reported that a NJDEP compliance officer conducted an inspection of the County Homestead Wastewater Treatment Facility. The facility is within compliance but the report noted that it is very old and should be replaced. A copy of this inspection report was also sent to the County by the NJDEP.

Watershed Director’s Report

Mr. Sajdak reported that his group received a 3-year grant for a total of \$430,000 for watershed management practices and septic system outreach for homeowners in the Paulinskill Watershed Area. Discussion ensued regarding the process of resident application and implementation of program.

Comptroller’s Report

Mr. Day presented three (3) resolutions for FY2026 Estimated Sewer User Certificates and authorizing Chairman Petillo to sign and distribute to sewer users for the Upper Wallkill Wastewater Treatment System, Paulinskill Water Reclamation Facility, and the Hampton Commons Facility. Commissioner Cocula moved the Upper Wallkill System resolution to authorize the Chairman to issue estimated sewer user charges for FY2026, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-140 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2026, UPPER WALLKILL SYSTEM

Commissioner Drake moved the Paulinskill Water Reclamation System resolution to authorize the Chairman to issue estimated sewer user charges for FY2026, seconded by Commissioner Madsen. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-141 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2026, PAULINSKILL BASIN WATER RECLAMATION SYSTEM

Commissioner Poggi moved the Hampton Commons Wastewater Facility resolution to authorize the Chairman to issue estimated sewer user charges for FY2026, seconded by Commissioner Meyer. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); (0) Abstain. The resolution passed.

#25-142 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO ISSUE CERTIFICATES OF ESTIMATED SEWER USER CHARGES FOR FY2026, HAMPTON COMMONS SYSTEM

b. Solid Waste Program

Comptroller’s Report

Mr. Day reviewed a resolution to cancel bad debt for the Solid Waste Revenue Account. The checks were uncollected and considered bad debt for FY2025. The two checks total \$336.25. Commissioner Cocula moved the resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-143 RESOLUTION RE: AUTHORIZATION FOR THE TREASURER TO DELETE CERTAIN BAD DEBTS FROM THE SOLID WASTE REVENUE ACCOUNT

Mr. Day prepared a resolution to remove certain equipment and pieces of equipment from the Fixed Asset Inventory Records for Solid Waste. They are no longer needed for Authority purposes. Commissioner Drake moved the resolution to direct the Treasurer and Staff to delete the listed items to be removed from the Fixed Assts List, seconded by Commissioner Meyer. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-144 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY DECLARING CERTAIN PROPERTY NO LONGER NEEDED FOR PUBLIC USE, AND AUTHORIZATION TO REMOVE FROM FIXED ASSETS INVENTORY

Executive Director’s Report

Mr. Sesto reported on the bid opening for SCMUA Contract #26-04 for Furnishing and Delivery of Landfill Cover Soil on November 18, 2025. One bid was received from Braen Stone of Sparta, NJ for a total price of \$253,400.00. The bid was reviewed by the Staff and Attorney, and a resolution was prepared to award contract to Braen Stone. Commissioner Cocula moved the award resolution, seconded by Commissioner Madsen. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-145 RESOLUTION RE: AWARD OF CONTRACT NO. 26-04 TO FURNISH AND DELIVER LANDFILL COVER SOIL TO BRAEN S STONE

c. General Authority Business

Comptroller's Report

Mr. Day prepared a resolution to adopt the FY2026 Operating and Capital Budgets for all the facilities. It is the same budget that was presented in September 2025, there have been no changes and has been approved by the State. Commissioner Cocula moved the approving resolution, seconded by Commissioner Drake. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); (0) Abstain. The resolution passed.

#25-146 RESOLUTION RE: FY2026 ADOPTED BUDGET RESOLUTION

Mr. Day reviewed a resolution to approve the FY2026 Rates, Fees and Charges as presented at the Rate Hearing on November 5, 2025 which will take effect on December 1, 2025. Commissioner Madsen moved the approval resolution, seconded by Commissioner Wesley. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); (0) Abstain. The resolution passed.

#25-147 RESOLUTION RE: ADOPTION OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S SCHEDULE OF RATES, FEES AND CHARGES FOR FY2026

d. Executive Session

At 1:15 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. The Motion was seconded by Commissioner Wesley. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo noted the Closed Executive Session should be approximately 10 minutes and discussions shall include: Upper Walkkill Nitrate Matter and Personnel Matters.

#25-148 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 1:26 p.m. Commissioner Dietz moved to close Executive Session, seconded by Commissioner Cocula. 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 included: Upper Walkkill System Debt Collection and Personnel Matters.

e. Personnel Matters

Executive Director's Report

Mr. Sesto prepared a resolution, as discussed in Closed Session, for a promotion and salary adjustment for Wastewater Employee Matthew Kuhn to a wastewater operator III. Commissioner Dietz moved the promotion resolution, seconded by Commissioner Madsen. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); Abstain (0). The resolution passed.

#25-149 RESOLUTION RE: PROMOTION AND SALARY ADJUSTMENT FOR MATTHEW KUHN

Mr. Sesto presented a resolution, as discussed in Closed Session, for a promotion and salary adjustment for Wastewater Employee Steven Braun to be a wastewater operator III. Commissioner Dietz moved the promotion resolution, seconded by Commissioner Poggi. On roll call: Ayes (8) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Poggi; Nays (0); (0) Abstain. The resolution passed.

#25-150 RESOLUTION RE: PROMOTION AND SALARY ADJUSTMENT FOR STEVEN BRAUN

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioners congratulated the Wallkill River Watershed Management Group on their Grant Award and wished all a very Happy Thanksgiving.

Commissioner Cocula moved to give Commissioner Finkeldie an excused absence, seconded by Commissioner Madsen. On voice vote: Ayes (8), Nays (0). The motion carried.

11. ADJOURN

At 1:30 p.m. Chairman Petillo adjourned the Meeting.

Respectfully submitted,

Andrea Cocula, Secretary