

RESOLUTION RE: APPROVAL AND ADOPTION OF CALCULATION OF ACTUAL
ANNUAL CHARGES FOR SEWER SERVICE FOR FISCAL YEAR
2025 - UPPER WALLKILL SYSTEM

WHEREAS, per the requirements of the Sussex County Municipal Utilities Authority's Bond Resolution and Service Agreements, it is necessary that the Authority develop, and issue to its participants, prior to December 15 of each Fiscal Year, an estimate of the amounts of the Annual Charges to become payable by each participant for services to be rendered by SCMUA to each participant for sewage treatment services; and

WHEREAS, it is also required that subsequent to the completion of each Fiscal Year, a calculation of the amounts of the actual Annual Charge for the prior Fiscal Year must be carried out for each participant, and that a charge be requisitioned, based upon the difference between the estimated and actual charges; and

WHEREAS, the SCMUA Comptroller has prepared a report entitled "Calculation of Actual Annual Charges for Sewage Treatment Services - Fiscal Year 2025", which calculates the Actual Charges to be payable by each participant for Fiscal Year 2025 a copy of which is attached hereto and shall be incorporated as part hereof; and

WHEREAS, the Commissioners have reviewed said report and concur with the development of Actual Annual Charges contained therein; and

WHEREAS, the Commissioners desire to approve and adopt said report and formally submit said Actual Annual Charges to each participant as per the terms of the Service Agreements.

NOW, THEREFORE, BE IT RESOLVED by the Sussex County Municipal Utilities Authority that the attached report entitled "Calculation of Actual Annual Charges for Sewage Treatment Services - Fiscal Year 2025" is hereby approved, and is adopted as the Authority's calculation of actual Annual Charges for Fiscal Year 2025.

AND BE IT FURTHER RESOLVED that the Chairman of the Sussex County Municipal Utilities Authority is hereby authorized to issue a certificate to each Upper Wallkill participant containing the amount of the credit or additional payment resulting from the calculation of the Actual Fiscal Year 2025 Annual Charges.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect in accordance with N.J.S.A. 40:14B – 14(e).

Certified as a true copy of the Resolution adopted
by the Authority at their Regular Meeting held on
Wednesday, December 10, 2025.


Andrea Cocula, Secretary

RESOLUTION RE: APPROVAL AND ADOPTION OF CALCULATION OF ACTUAL
ANNUAL CHARGES FOR SEWER SERVICE FOR FISCAL YEAR
2025 – PAULINS KILL BASIN WATER RECLAMATION SYSTEM

WHEREAS, per the requirements of the Sussex County Municipal Utilities Authority's Bond Resolution and Service Agreements, it is necessary that the Authority develop, and issue to its participants, prior to December 15 of each Fiscal Year, an estimate of the amounts of the Annual Charges to become payable by each participant for services to be rendered by SCMUA to each participant for sewage treatment services; and

WHEREAS, it is also required that subsequent to the completion of each Fiscal Year, a calculation of the amounts of the actual Annual Charge for the prior Fiscal Year must be carried out for each participant, and that a charge be requisitioned, based upon the difference between the estimated and actual charges; and

WHEREAS, the SCMUA Comptroller has prepared a report entitled "Calculation of Actual Annual Charges for Sewage Treatment Services - Fiscal Year 2025", which calculates the Actual Charges to be payable by each participant for Fiscal Year 2025 a copy of which is attached hereto and shall be incorporated as part hereof; and

WHEREAS, the Commissioners have reviewed said report and concur with the development of Actual Annual Charges contained therein; and


WHEREAS, the Commissioners desire to approve and adopt said report and formally submit said Actual Annual Charges to each participant as per the terms of the Service Agreements.

NOW, THEREFORE, BE IT RESOLVED by the Sussex County Municipal Utilities Authority that the attached report entitled "Calculation of Actual Annual Charges for Sewage Treatment Services - Fiscal Year 2025" is hereby approved, and is adopted as the Authority's calculation of actual Annual Charges for Fiscal Year 2025.

AND BE IT FURTHER RESOLVED that the Chairman of the Sussex County Municipal Utilities Authority is hereby authorized to issue a certificate to each Paulinskill System participant containing the amount of the credit or additional payment resulting from the calculation of the Actual Fiscal Year 2025 Annual Charges.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect in accordance with N.J.S.A. 40:14B-14(e).

Certified as a true copy of the Resolution adopted
by the Authority at their Regular Meeting held on
Wednesday, December 10, 2025.


Andrea Cocula, Secretary

RESOLUTION RE: AUTHORIZING AWARD FOR SCMUA CONTRACT NO. 26-01
HOUSEHOLD HAZARDOUS WASTE DISPOSAL EVENT(S) TO
RADIAC RESEARCH CORP OF BROOKLYN, NEW YORK

WHEREAS, the Sussex County Municipal Utilities Authority (SCMUA) advertised for bids in the New Jersey Herald on November 26, 2025 for Household Hazardous Waste Disposal Event(s); and

WHEREAS, sealed bids were received and opened by the Authority on December 10, 2025 at 11:00AM EST, pursuant to the provision of said legal advertisement; and

WHEREAS, the Authority's Bid Specifications for Contract No. 26-01 are comprised of the following three (3) items: (1) 2026 events on June 6, 2026 and November 7, 2026, (2) 2027 events on June 5, 2027 and June 6, 2027, and (3) 2028 events on June 3, 2028 and November 4, 2028; and

WHEREAS, at the bid opening, the Authority acknowledged receipt of two (2) bids which included Maumee Express, Inc. for \$2.05/pound (net) for items 1, 2, and 3 as well as Radiac Research Corp. for \$1.76/pound (net) for item 1, \$1.78/pound (net) for item 2, and \$1.80/pound (net) for item 3; and

WHEREAS, the apparent low bidder, inclusive upon all three (3) items, was Radiac Research Corp.; and

WHEREAS, the bid package submitted by Radiac Research Corp. is in the process of being reviewed by SCMUA Staff and SCMUA General Counsel; and

WHEREAS, it is the recommendation of SCMUA Staff and SCMUA General Counsel to conditionally award the bid to Radiac Research Corp. contingent upon successful confirmation that the package is in conformance with bid requirements.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Sussex County Municipal Utilities Authority as follows:

1. The bid of Radiac Research Corp. is herein conditionally accepted as the low responsive and responsible bidder inclusive of Item 1, 2, and 3 contingent upon successful review of the bid package by SCMUA staff and SCMUA General Counsel in the amount of \$1.76/pound (net) for item 1, \$1.78/pound (net) for item 2, and \$1.80/pound (net) for item 3; and
2. Upon successful confirmation that the package is in conformance with the bid requirements, the proper officers of this Authority, its employees, and attorney are hereby authorized to proceed with the preparation and execution of a formal contract with Radiac Research Corp. as set forth above, pursuant to the terms and conditions of this resolution and pursuant to terms and conditions of the bid previously submitted by Radiac Research Corp. and the specifications in connection therewith.
3. This Resolution shall take effect in accordance with NJSA 40:14B-14(e).

4. The Authority Treasurer has certified the availability of funds for Contract #26-01. Contract #26-01 is subject to the budgetary allocation of sufficient funds in FY2026, FY2027, and FY2028 and a similar certification.

Certified as a true copy of the
Resolution adopted by the Authority
at their Regular Meeting held on Wednesday,
December 10, 2025



Andrea Cocula

RESOLUTION RE: AUTHORIZING DISPOSAL OF VARIOUS SCMUA RECORDS

WHEREAS, the Sussex County Municipal Utilities Authority (SCMUA) is required to retain certain public records according to the schedule as provided by the State of New Jersey, Department of Treasury, Division of Revenue and Enterprise Services - Records Management Services; and

WHEREAS, pursuant to N.J.S.A. 47:3-15 et. seq. there is a standardized procedure for the disposal of public records; and

WHEREAS, the SCMUA through its Records Custodian and Staff have processed a request through the State of New Jersey, Department of Treasury, Division of Revenue and Enterprise Services - Records Management Services to dispose of various records, (from Retention Schedules C550000-002, C820000-013); and

WHEREAS, the State of New Jersey, Division of Archives and Records Management (DARM) has approved and authorized said request for disposal of SCMUA qualifying records and files (Authorization# 381873 and 381869); and

WHEREAS, the SCMUA Board of Commissioners has been advised by the Comptroller/Records Custodian that these public records have been audited, the audit approved and said records are not required for future audits and have ceased to have sufficient value to warrant further retention; and

WHEREAS, the Commissioners have been advised by the Comptroller/Records Custodian and Office Manager/Recording Secretary that the attached noted documents (Authorization# 381873 and #381869) are to be destroyed as authorized by DARM.

NOW THEREFORE BE IT RESOLVED by the SCMUA Board of Commissioners as follows:

1. The public records as listed on the attached "Request and Authorization for Records Disposal" forms to be disposed of in the proper manner.
2. The request (Authorization #381873 and #381869), as approved by the State of New Jersey, Department of Treasury, Division of Revenue and Enterprise Services - Records Management Services shall be retained in the official records of the SCMUA
3. This resolution's approval is subject to N.J.S.A. 40:20-71.3.

Certified as a true copy of the
Resolution as adopted by the Authority
at their Regular Meeting held on
Wednesday, December 10, 2025.


Andrea Cocula, Secretary

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, this Authority is authorized, pursuant to N.J.S.A. 10:4-12 to exclude the public from that portion of this meeting for purposes of discussing specific matters as permitted by N.J.S.A. 10:4-12; and,

WHEREAS, this Authority intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12, in Executive Session:

WHEREAS, at this time the Authority cannot determine the time when the discussion to be held in Executive Session will be made public but will disclose the minutes of the Executive Session when the need for confidentiality no longer exists.

NOW, THEREFORE, be it resolved by the Sussex County Municipal Utilities Authority that this meeting shall be adjourned to an Executive Session (closed session) and the public will be excluded in order that the Authority may discuss the items listed below, and upon reconvening this public meeting the Chairman will announce, if possible, the time when and the circumstances under which the discussion conducted in Executive Session will be disclosed to the public. This resolution is authorized and allowed by and pursuant to N.J.S.A. 10:4-13.

- ☐ (1) Any matter which, by express provision of federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of subsection a. of this section.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☐ (2) Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☐ (3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☐ (4) Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☐ (5) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☐ (6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☒ (7) Any pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein in which the public body is, or may become a party.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

Paulinskill WWTP Fine Screen Replacement, Upper Wallkill Nitrate Matters, Building Lease

- ☐ (8) Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

- ☒ (9) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

Personnel Matter

- ☐ (10) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

The general nature of the subject to be discussed per N.J.S.A. 10:4-13(a):

NOW, THEREFORE, be it further resolved by the Sussex County Municipal Utilities Authority that pursuant to N.J.S.A. 10:4-13(b) the time when and the circumstances under which the discussion conducted in closed session of the public body can be disclosed to the public is when the need for confidentiality no longer exists.

Certified as a true copy of the
Resolution adopted by the Authority
at their Regular Authority Meeting held

On December 10, 2025


Andrea Cocula, Secretary

RESOLUTION RE: AUTHORIZATION TO EXECUTE A PURCHASE AGREEMENT WITH PUMPING SERVICES INC. FOR TWO (2) NEW ROTOSIEVE 22 SCREENS, ONE (1) SCP-220 SHAFTLESS SCREW SCREENINGS COMPACTOR, AND STARTUP SERVICES OBTAINED THROUGH NORTH JERSEY WASTEWATER COOPERATIVE CONTRACT NO. B454-8

WHEREAS, the Sussex County Municipal Utilities Authority (SCMUA) desires to replace the existing two (2) Rotosieve 22 screens and one (1) shaftless screw screenings compactor at the Paulinskill Water Reclamation Facility due to their age and corresponding poor operating condition; and

WHEREAS, SCMUA received a cost proposal from Pumping Services Inc. of Middlesex, New Jersey through North Jersey Wastewater Cooperative Contract B454-8 in the amount of \$158,880.00 with an allowance of up to \$7,000.00 for on-site startup services for a total maximum amount of \$165,880.00.; and

WHEREAS, equipment procurement and labor for startup services is included in the proposal with North Jersey Wastewater Cooperative pricing; and

WHEREAS, all equipment installation will be done outside of the contract with Pumping Services Inc.; and

WHEREAS, pursuant to review by SCMUA Staff, it was determined that the proposal from Pumping Services Inc. of Middlesex, New Jersey meets all SCMUA requirements, and its proposal was cost efficient and fiscally responsible; and

WHEREAS, the Authority's Qualified Purchasing Agent has reviewed and recommended approval of this contract award; and

WHEREAS, the work is projected to be performed in FY 2026; and

WHEREAS, the Treasurer has certified that sufficient funds are available to finance the project.

NOW THEREFORE BE IT RESOLVED, by the Commissioners of the Sussex County Municipal Utilities Authority, that:

1. SCMUA Contract No. PRC-105 for two (2) Rotosieve 22 screens and one (1) shaftless screw screenings compactor is hereby awarded to Pumping Services Inc. of Middlesex, New Jersey according to the prices stated within their proposal dated November 13, 2025 in the amount of \$158,880.00 with an additional allowance of up to \$7,000.00 for onsite startup services for a total maximum amount of \$165,880.00.

2. Executive Director Joseph Sesto and Wastewater Superintendent Timothy Phillips are authorized to execute the purchase Agreement and to coordinate delivery with Pumping Services Inc.
3. Copies of this Award Resolution shall be provided to a Pumping Services Inc. representative.
4. This resolution shall take effect in accordance with NJSA 40:14B-14 (e).

Certified as a true copy of the Resolution
adopted by the Authority at their Regular Meeting
held on Wednesday, December 10, 2025



Andrea Cocula, Secretary