

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JUNE 1, 2016 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: Commissioners Perez, Madsen, Petillo, Dietz, Meyer, Cocula, and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Nugent, General Counsel Napolitano, Special Counsel Prol and Recording Secretary 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 comment. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Petillo asked for a motion to approve the Agenda, Commissioner Drake moved the approval of the Agenda, seconded by Commissioner Meyer. On voice vote: Ayes (7); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

The Chairman requested a motion for approval of the Consent Agenda. Commissioner Drake moved the approval of the Consent Agenda, seconded by Commissioner Dietz. No discussions necessary. On voice vote: Ayes (7); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the distribution of the May 18, 2016 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on May 19, 2016.

PASS Report for 5-18-16 transmittal to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ		x	x			
TOM MADSEN	x		x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE			x			

The motion passed.

JUNE 1, 2016

Chairman Petillo requested a motion to approve the Open and Closed Minutes from the April 20, 2016 Authority Meeting and the May 4, 2016 Authority Meeting.

Minutes approval for 4-20-16 & May 4, 2016 Authority Meetings						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER					x	
JOHN DRAKE		x	x			

Chairman Petillo noted that the Open and Closed Minutes of the May 18, 2016 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

Commissioner Drake moved to have the Executive Session portion of the meeting moved to after #9 (Public Comment) on the Agenda, seconded by Commissioner Cocula. On voice vote: Ayes (7).

b. Wastewater Program

Chief Engineer's Report

Chief Engineer reported on a request from Albina LaBar of Vernon Township to be considered for a Hardship Payment Plan for her connection fee for the SCMUA. Mr. Varro reported that she has been previously recommended by the Vernon Township MUA's Hardship Payment Program, which is prerequisite for approval from the SCMUA. Commissioners discussed criteria of hardship approvals, and it was noted that the Vernon authorizing resolution alone did not address this issue, and Mr. Varro was unaware of the details of their vetting process. Mr. Hatzelis noted that the Authority has no involvement in Vernon Township MUA's acceptance process, however it is required that the customer get prior approval from the local entity before being considered at the Authority. An SCMUA hardship policy has been established. Both the SCMUA and VTMUA Hardship policies will be sent to the Commissioners for new board members and as a reminder of the policy. Chairman Petillo moved to table the Resolution re: the Labar Hardship Connection Fee, pending additional information seconded by Commissioner Drake. On voice vote: Ayes (7); Nays (0). The motion carried.

Administrator's Report

Administrator Hatzelis reported on the status of the request of the Vernon Mayor to eliminate the Rate Stabilization portion of the Vernon VFW Connection fee and to be considered for the Hardship Program. Mr. Hatzelis noted that the SCMUA Commissioner Board responded that the Vernon Township Governing Body should prepare a resolution stating their requests. Mr. Hatzelis was told that a resolution is being considered at Vernon's first meeting in June.

JUNE 1, 2016

Mr. Hatzelis noted the Upper Walkkill Bond Refunding closing is scheduled for June 8, 2016 and certain papers will need to be signed by Chairman Petillo and Secretary Cocula. Mr. Hatzelis will contact them as soon as he receives paperwork from Bond Counsel.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on a fire in the Bulky Building on May 23rd in the cardboard pile. He reviewed the protocol and local fire departments that were on the scene and extinguished the fire with limited damage. Solid Waste Staff did an excellent job during the emergency, and after investigation by the Lafayette Fire Department, the fire was reported as accidental.

Administrator's Report

Mr. Hatzelis reported on the status of Authority's Solid Waste Enforcement Program, in which a data sheet listing multiple possible violations was sent to the County Health Department. The response was that most of them were "under review" and some were issued warnings. Mr. Hatzelis noted that the SCMUA should be copied on the warning notices sent by the County Health Department in order to keep track of these potential violations. SCMUA Enforcement Officer has an additional 16 investigations for submittal to the Health Department for further review. Discussion continued regarding parameters for submittals to the Health Department and response within a certain timeframe. SCMUA shall meet with all parties to plan a timetable to track these cases moving forward.

Mr. Hatzelis reported on the latest tonnage information that covers the first 6 months of the Fiscal Year. It shows compared to the same time period of FY2015, ID10 (Household Waste) is up 3%; ID13 (Bulky Waste) is up 13%; ID13CC (Residents Convenience Center) up 13%; and overall tonnage is up 7.5%. These numbers equal higher revenues, which is the result of the Authority's Enforcement Program.

e. Personnel Matters – moved to after Closed Session

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Petillo asked for a motion to approve the Financial Consent Agenda (FCA), withholding PO #74244.

FCA for 6-1-16 minus PO#74244						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE		x	x			

#16-083 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

Chairman Petillo opened the meeting to Public Comment. Linda Masson, in relation to the Hardship Agreements, asked if Sparta Township has an MUA. It was explained that they do not, however they have a utility fund

JUNE 1, 2016

and in order for the Authority to consider a Hardship Payment Plan Application the individual must have approval from the local entity must first. Freeholder George Graham recommended that the Authority submit their Solid Waste Enforcement investigations to the County Health Department every two weeks up which would be up for discussion at the pending meeting with County Representatives and the Authority. Commissioners agree to Mr. Graham's recommendation for a two week turn around for investigative responses.

Chairman Petillo called for a meeting break. Commissioner Cocula moved for a meeting break, seconded by Commissioner Perez. On voice vote: Ayes (7), the motion passed. The meeting was break was at 3:46 p.m.

The Meeting reconvened at 4:02 p.m. and Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion seconded by Commissioner Meyer. On voice vote: (7) Ayes, (0) Nays, the motion carried. Chairman noted Closed Session to be approximately 20 minutes.

#16-084 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:35 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Perez. On voice vote: Ayes (7); Nays (0). The motion passed.

Chairman Petillo indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Paulinskill RE&I Budget; Cornerstone Invoice; and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

e. Personnel Matters

Solid Waste Superintendent's Report

Mr. Sparnon presented a resolutions for the hire of Jody Van Etten as an Assistant Weighmaster; and promotion of Joseph Crabb as Assistant Weighmaster. Commissioner Cocula moved the approval of both resolutions.

Res#: 16-085 – J. Van Etten Asst. Weighmaster						
Res#: 16-086 – J. Crabb Asst. Weighmaster						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

#16-085 RESOLUTION RE: APPOINTMENT OF ASSISTANT WEIGHMASTER, JODY VAN ETTEN

#16-086 RESOLUTION RE: APPOINTMENT OF ASSISTANT WEIGHMASTER, JOSEPH CRABB

Payment of Bills (cont.)

Commissioner Dietz moved the approval of the Cornerstone invoice PO#74244 after discussions/review in Executive Session, seconded by Commissioner Cocula. On roll call.

Motion to approve PO #74244 (Cornerstone Invoice)						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ	x		x			
ANDREA COCULA		x	x			
KARL MEYER			x			
JOHN DRAKE			x			

The motion passed.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioners wished Chairman a Happy Birthday.

11. ADJOURN

Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Cocula. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Andrea Cocula, Secretary