

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 18, 2017 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 (arrived at 3:40 p.m.), Dietz, Cocula, Meyer and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Kronski

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Vice Chairman Madsen 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

Vice Chairman Madsen opened the meeting to public comment. Mr. Merrill Wettasinghe spoke to the Board regarding his wastewater billings imposed by Hamburg Borough. Mr. Wettasinghe owns 17 apartments in Heritage Village in Hamburg Borough, and has installed a washer and dryer for the exclusive use of residents of these apartments. He indicated that Hamburg Borough referred him to the SCMUA rate schedule and is charging him for a Commercial Laundromat, but the washer and dryer are used by the residents only. Mr. Hatzelis noted he spoke to Hamburg Borough Deputy Clerk regarding clarification of the Authority's connection fee schedule, which does not override local Statutes for water/wastewater billing. However, Mr. Hatzelis and SCMUA General Counsel Napolitano shall send a letter to Hamburg Borough explaining that the Authority defines a Commercial Laundromat as being used by the general public, not tenant only use. Mr. Wettasinghe thanked the Board for their input/help. Vice Chairman Madsen closed the meeting to public comment.

4. AGENDA APPROVAL

Vice Chairman Madsen asked for a motion to approve the Agenda. Commissioner Drake moved to approve of the Agenda, with the Executive Session be moved to the End of the Agenda to accommodate public present at this meeting, seconded by Commissioner Meyer. On voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

The Vice Chairman requested a motion for approval of the Consent Agenda. Commissioner Perez moved the approval of the Consent Agenda, seconded by Commissioner Drake. No discussions necessary. On voice vote: Ayes (6); Nays (0). The motion carried.

6. MINUTES

Vice Chairman Madsen requested a motion to approve/acknowledge the distribution of the January 4, 2017 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on January 5, 2017.

PASS Report for 1-4-17 transmittal to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO						x
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE	x		x			

The motion passed.

Vice Chairman Madsen asked for a motion to approve the December 7, 2016 Open and Closed Meeting Minutes.

Open & Closed Minutes for 12-7-16 mtg						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN					x	
RON PETILLO						x
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER		x	x			
JOHN DRAKE	x		x			

The motion passed

Vice Chairman Madsen asked for a motion to approve the December 21, 2016 Open and Closed Meeting Minutes.

Open & Closed Minutes for 12-21-16 mtg						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ	x		x			
TOM MADSEN			X			
RON PETILLO						x
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE			x			

The motion passed

Vice Chairman Madsen noted there are no minutes for distribution at this meeting.

7. BUSINESS

- a. Executive Session (moved to back of agenda)
- b. Wastewater Program

Superintendent's Report

Wastewater Superintendent Angelo Baron gave a status report on the number of applications for the position of Chief Operator. Mr. Baron updated the Commissioners on the Paulinskill Water Reclamation Plant Operations, in which a sugar additive is still being required for Nitrate reduction of effluent water; Sampling is ongoing and are within regulations. Discussions ensued confirming that all residents and businesses have received Notice to Connect from Branchville Borough, which also now includes Methodist Manor.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on the Household Hazardous Waste Contract with Maumee Express for 2016. He indicated that the 2016 Contract Bid allows for an extension for 2017 Services with a bid price is for \$0.86 per pound. He presented a resolution to award Contract #17-01, which is an extension of Contract #16-01 for Household Hazardous Waste Event Services.

Res: #17-022 Contract Extension for #17-01 for HHW Services						
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			

#17-022 AUTHORIZING THE AWARD OF CONTRACT #17-01 WITH MAUMEE EXPRESS, LLC FOR HOUSEHOLD HAZARDOUS WASTE SERVICES IN 2017 WITH THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

Mr. Sparnon reported that the Electronic Waste Events are been confirmed by the Vendor, ERI. The dates for the 2017 Events are Saturdays on March 18th, July 22nd, October 14th.

Chief Engineer's Report

Chief Engineer Varro reported on the recent SWAC meeting and reviewed a presentation that was given at that meeting, from Pace Glass. Pace Glass is applying to be added to the Sussex County Solid Waste Management Plan for a Class A Glass Recycling Plant on Limecrest Road, Andover Township. Mr. Varro fielded questions from the Commissioners on this subject regarding Pace's permitted tonnage, residual waste, and local approval probability.

Mr. Varro updated the Commissioners on Contract #444 Landfill Life Extension Bid Opening, which was extended via Addenda for February 1, 2017 at 11:00 am. Mr. Varro gave a short summary on Addenda that were issued.

Administrator's Report

Mr. Hatzelis reported on the recent Freeholder approval of Thomas Prol, Esq. as Special County Counsel for Solid Waste Enforcement Matters. A meeting shall be set up with the County Health and County Counsel to discuss list of Waste Flow violations and begin process of determination to prosecute.

Mr. Hatzelis reviewed the status of the Landfill Life Financing Plan, indicating that Chief Engineer gave a presentation at the last Freeholder Meeting. He indicated that Freeholder approval is necessary in order to finance through the New Jersey Environmental Infrastructure with low interest loans.

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Mr. Hatzelis gave a status report on the Leachate Pump Station Force Main Project. Discussions ensued regarding the cost of project and the need for a Feasibility Analysis to help decide which, out of two, alignments would be the most fiscally conservative. [Commissioner Petillo entered meeting at 3:40 pm] Further discussion continued regarding cost analysis over 40 years of the installation of a Force main/ Pump Station versus staying with current trucking operations. There are many variables to consider, and Commissioners request Mr. Varro to have Mott MacDonald prepare cost estimate/Feasibility Study for each alignment and explore all options discussed.

d. General Authority Business

Administrator's Report

Mr. Hatzelis reported that Professional Services RFPs have been received and were opened on Thursday, January 11, 2017. The Commissioners were provided a summary of submittals, including hourly rates for review, and Mr. Varro or Mr. Hatzelis will answer any questions in the next few weeks before appointments.

Vice Chairman Madsen called for a 5 minute meeting break at 3:49 and indicated that the Board will shall be going into Executive Session after the break which could last about an hour, with potential actions to be taken after adjourn from Executive Session.

Meeting resumed at 4:00 pm

a. Executive Session.

At 4:00 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion seconded by Commissioner Drake. On voice vote: (7) Ayes, (0) Nays, the motion carried.

#17-023 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

Commissioner Drake left the meeting during Closed Session at 4:20 pm

At 5:00 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Dietz. On voice vote, Ayes (6); Nays (0); Abstain (0). The motion passed.

Vice Chairman Madsen indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Contract PRC-101; Professional Services RFQ for Certified Quality Assurance Services for Landfill Life Expansion Project and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

e. Personnel Matters

Administrator's Report

Mr. Hatzelis referred to resolution regarding Salary Adjustments for SCMUA Department Heads.

Res#17-024: FY2017 Supervisory Personnel Salary Adjustments						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ	x		x			
ANDREA COCULA			x			
KARL MEYER		x	x			
JOHN DRAKE						x

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Vice Chairman Madsen asked for a motion to approve the Financial Consent Agenda (FCA).

Res: #17-025: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO		x	x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE						x

#17-025 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

Vice Chairman Madsen opened the meeting to Public Comment, no comments, Vice Chairman closed the meeting to Public Comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Dietz requested that the entire Board be provided Solid Waste Superintendent Sparnon's report/update on Solid Waste Operations Staff schedule and positions and those that include cross training.

11. ADJOURN

Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 5:03 p.m.

Respectfully submitted,

Andrea Cocula, Secretary