

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 7, 2015 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 Sowden, Madsen, Petillo, Dietz, Meyer, Cocula, and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparron, Wastewater Superintendent Nugent, General Counsel Matthew Giacobbe, Special Environmental Counsel Thomas Prol, and Recording Secretary Kronski

Present: Joseph Santaiti of Gabel Associates

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

The Chairman opened the meeting to public comment. No Comments. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

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

6. MINUTES

Chairman Petillo requested a motion to approve the distribution of the December 17, 2014 Pending Action Summary Sheet, which was emailed to the Freeholder Board on December 18, 2014. The motion carried.

PASS Rpt 12-17-14						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN	x		x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER					x	
JOHN DRAKE					x	

Chairman Petillo noted there are no meeting minutes up for approval for this meeting.

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Chairman Petillo noted the Open & Closed Minutes for the December 3, 2014 and December 17, 2014 Authority Meetings have been emailed to the Commissioners for review.

7. BUSINESS

a. Executive Session

At 3:04 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session seconded by Commissioner Drake. On voice vote: (7) Ayes, (0) Nays, the motion carried. Chairman Petillo noted the approximate time of Executive Session to be approximately 15 minutes.

#15-022 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:15 p.m. Commissioner Sowden moved to adjourn the Closed Executive Session and reconvene the Open Session seconded by Commissioner Drake. On voice vote, Ayes (7); Nays (0), the motion passed.

Chairman Petillo called for a short meeting break 3:15pm.

The meeting resumed at 3:25 p.m.

Chairman Petillo indicated that in Closed Executive Session items discussed as specifically set forth in the resolution were personnel items and negotiations and/or litigations re: Landfill Gas to Energy Contract; Property Acquisition for Paulinskill Project and Shared Services Agreement with Skylands Rides. When the need for confidentiality of these matters no longer exists they will be opened to the public.

Chief Engineer's Report

Chairman Petillo moved discussion regarding the Landfill Solar Project to the beginning of the business agenda. Mr. Varro introduced Mr. Joseph Santini of Gabel Associates, Energy Consultants for the Authority to present findings of the Request for Qualifications for a potential solar energy project for the Authority. Mr. Santaiti reviewed past and present SREC (Solar Renewable Energy Certificate) market data and potential energy savings for the Authority with the installation of solar panels on capped landfill cells. He summarized Gabel Associates proposal for consulting services for solar project and answered questions from the Board. Discussions continued regarding land lease options and interconnection with the Upper Walkkill, which is the facility that would most benefit from energy savings. Commissioners will consider this information and decide at a later date whether to move forward with the project.

Mr. Santaiati left the meeting at 4:10 pm

b. Wastewater Program

Superintendent's Report

Chairman Petillo left the room at 4:15, Vice Chairman Madsen chaired the meeting. Mr. Nugent reported on the condition of the Jet-Vac for the Upper Walkkill. He reviewed the recent inspection and cost of necessary repairs recommended, compared to the purchase of a new unit. After discussions on usage and budgets, Commissioner Cocula moved to repair

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unit as opposed to replacement due to cost considerations and equipment usage.

Motion to make repairs to the Jet-Vac						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO						Out of room
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

Chairman Petillo re-entered the meeting at 4:18 pm

Chief Engineer’s Report

Mr. Varro reported that the NJPDES Permit was received for the Frankford Town Center Project, and the Developer Howard Buerkle has been in contact with the Authority to review wastewater plant design options. The Authority has an escrow agreement with the Developer to consult on design and construction and, eventually when all permit limit requirements are met the Authority take over plant ownership and operation.

Administrator’s Report

Mr. Hatzelis reported that on Wednesday, January 14th a meeting is scheduled with the Local Finance Board for the Note Roll for the Paulinskill Basin Water Reclamation Project. Also, application for further USDA funding has been submitted for the grant/loan program. A preconstruction meeting will be held at Branchville on January 21, 2015 and a notice to proceed on or around March 1, 2015.

c. Solid Waste Program

Superintendent’s Report

Superintendent Sparnon reported that the New Landfill Compactor is scheduled to be delivered on Friday. The Authority’s Maintenance Staff and Foley, Inc. Technicians will coordinate the final assembly of blade and wheel installation for use.

Mr. Sparnon reported after the holidays, the Solid Waste accepts one Christmas tree at no charge per person. Commissioners agree to continue this amnesty program.

Mr. Sparnon indicated that the current contract with Vintage Tech for Electronic Waste Recycling has expired. Request for Quotes were solicited and three were received, Mr. Sparnon reviewed the quotes received and the lowest responsible offer was from Vintage Tech for 2015 at no cost.

Motion to accept one year Electronic Recycling Services for 2015 with Vintage Tech						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ	x		x			
ANDREA COCULA		x	x			
KARL MEYER			x			
JOHN DRAKE			x			

Chief Engineer's Report

Mr. Varro reported that the Temporary Landfill Cap Project has been completed satisfactorily, on time, and within budget. Only two minor claims and a few minor punch-list items remain and credited contractor A. Servidone for a job well done. Photos were distributed and it was indicated that the temporary cover has helped control leachate and the collection of landfill gas.

d. General Authority Business

Administrator's Report

Mr. Hatzelis presented a resolution for appointment of a Public Agency Compliance Officer for 2015 to be Administrator John Hatzelis.

#15-023 PACO Appointment						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

#15-023 AUTHORIZING ANNUAL APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER (PACO) FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA)

Mr. Hatzelis presented a resolution on recommendation of the Personnel Committee after review of submitted RFPs for the appointment of The Bollinger Group for Risk Management Services for 2015.

#15-024 – Risk Management Consultant for 2015						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE		x	x			

#15-024 RESOLUTION RE: APPOINTMENT OF RISK MANAGEMENT CONSULTANT - 2015

Administrator Hatzelis prepared a resolution and Indemnification Agreement for the Authority's membership renewal in the Statewide Insurance Fund until 2018.

#15-025 Renewal of Statewide Insurance Fund Membership						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ					x	
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE		x	x			

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#15-025 INDEMNIFICATION AGREEMENT WITH STATEWIDE INSURANCE FUND

e. Personnel Matters

Administrator's Report

A resolution was prepared based on recommendations of the Personnel Committee and discussed in Executive Session for supervisory personnel salary adjustments for 2015.

#15-026 Supervisory Personnel Salary Adjustments - 2015						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ	x		x			
ANDREA COCULA		x	x			
KARL MEYER			x			
JOHN DRAKE			x			

#15-026 RESOLUTION RE: FY2015 SALARY ADJUSTMENTS FOR SCMUA SUPERVISORY PERSONNEL

Chief Engineer Varro opened up further discussions on the Solar Project with the Commissioners, and after further consideration and the rate of return. It does not seem feasible at this point in time.

8. Payment of Bills

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

# 15-027 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN	x		x			
RON PETILLO			x			
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE			x			

#15-027 RESOLUTION RE: AUTHORIZING PASSAGE OF FINANCIAL CONSENT AGENDA

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Drake commented on the positive feedback he received from Howard Buerkle of Sussex Commons regarding the impressive knowledge of SCMUA Chief Engineer Varro and Wastewater Superintendent Nugent during the wastewater plant tours. Commissioners wished everyone a Happy New Year.

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11. ADJOURN

Commissioner Sowden moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:41 p.m.

Respectfully submitted,

Andrea Cocula, Secretary