

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 6, 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, Cocula, Meyer and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Assistant Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Kronski.

Absent: Wastewater Superintendent Nugent

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 Madsen. No changes. 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 Meyer. 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 June 15, 2016 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on June 16, 2016.

PASS Report for 6-15-16 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.

Chairman Petillo noted there are no minutes for approval at this meeting and the Open and Closed Minutes for the June 1, 2016 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:03 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. Chairman noted Closed Session to be approximately 15-20 minutes.

#16-095 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:15 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Drake. 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 were included: re: Change Orders for Paulinskill Project PRC-101 and PRC-102 and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

Chairman Petillo called for a meeting break at 3:16 p.m.

Meeting reconvened at 3:26 p.m.

b. Wastewater Program

Chief Engineer's Report

Mr. Varro reviewed the discussions and concerns at the previous three Authority Meetings regarding the Vernon Township approval of a Hardship Payment Agreement with Albina LaBar. Discussions ensued regarding correspondence received from VTMUA explaining why Ms. Labar was accepted into their Hardship Program which is out of the parameters of qualifying customers as stated in the Vernon Township MUA hardship program resolution. The Commissioners concerns stem from the fact that the SCMUA Hardship Policy states that the customer must be accepted and enrolled into the local MUA/Township hardship payment plan in order to be considered for hardship at the SCMUA, and Ms. Labar has paid the Vernon Township MUA connection fees in full for two properties' mandatory connection fees. Discussions continued regarding amount that was paid the VTMUA and what is owed to the SCMUA and Service Agreement details with Vernon Township regarding unpaid hookups. A resolution was prepared and presented for approval into the SCMUA.

Resolution re: LaBar Hardship Approval for SCMUA connection fees						
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 resolution did not carry on the basis of non-conformity with policy.

Mr. Varro reviewed the Amendment to the Kleinfelder Agreement for Construction Services, which was discussed at the last meeting, this resolution is memorializing the action to accept and execute Amendment #1 for a \$56,000 increase.

Res#16-096: Amendment #1 to Kleinfelder Agreement Const. Serv.						
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			

#16-096 RESOLUTION RE: AMENDMENT NO. 1 TO AGREEMENT BETWEEN THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY AND KLEINFELDER, INC. FOR CONSTRUCTION PHASE ENGINEERING SERVICES RELATED TO THE PAULINSKILL

Chief Engineer Varro presented the resolution for the no cost Change Order for PRC-102 for Coppola regarding project time extension.

Resolution #16-097: No Cost Change Order for Contract Time Extension for Coppola						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN	x		x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER		x	x			
JOHN DRAKE			x			

The resolution passed.

#16-097 RESOLUTION RE: AUTHORIZATION FOR CHAIRMAN TO EXECUTE CHANGE ORDER NUMBER 1 TO SCMUA CONTRACT NO. PRC-102, COPPOLA SERVICES, INC.

Administrator’s Report

Mr. Hatzelis reviewed the latest information on the Paulinskill Project Finances. He reported on the favorable interest rates on the project loan and the approximate \$105,000 per year in projected annual savings for debt service. He reviewed the EDU count for the sewer service area, which, when calculated into the debt service would provide for a beginning user charge of \$1,156.00. Discussions continued regarding accuracy of Branchville/Frankford EDU count and Mr. Hatzelis shall recheck and distribute the latest count.

c. Solid Waste Program

Superintendent’s Report

Superintendent Sparnon reported on the June 18th Electronic Waste Collection Event and indicated that the facility was very, very busy on this day, but all went well with the new vendor ERI. He noted 1360 vehicles were waited on and 86 tons of electronics was collected. Discussion held on whether or not to track what municipalities the waste is from. Mr. Sparnon reported that traffic flow was favorable due to the use of the Lafayette Township large traffic sign and overall event ran smoothly.

Administrator’s Report

Mr. Hatzelis reviewed the latest tonnages and revenues for the Solid Waste Facility from December 1st – June 30th. Compared to the same time period last year, overall tonnages are up 6.5% and revenues are up 6.1% (\$345,000 above 2015 figures). The increase in these numbers are concurrent with the ongoing SCMUA Enforcement Program. Mr. Hatzelis provided the Commissioners with a spreadsheet prepared by Enforcement Office Ed Lyon, which is forwarded to the Sussex County Health Department for further investigations and responses. Mr. Hatzelis reviewed spreadsheet information and answered Commissioners questions regarding Health Department comments and findings, it was requested a representative of the Health Department be invited to attend a future meeting to answer further questions regarding Enforcement.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis opened discussions on the upcoming meetings for July and August regarding vacations and schedules of Commissioners. Commissioner Cocula moved to cancel the August 17, 2016 Regular Authority Meeting, seconded by Commissioner Drake. On voice vote: Ayes (7); Nays (0). The motion carried.

8. Payment of Bills

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

FCA for 7-6-16						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN	x		x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE		x	x			

#16-098 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

Chairman Petillo opened the meeting to Public Comment. Linda Masson asked for clarification on the SCMUA Hardship Program policy. Mr. Hatzelis noted the policy was accepted via resolution, and Ms. Masson requested a copy of this resolution. Mr. Hatzelis shall email the document to her.

10. COMMISSIONERS’ COMMENTS/REQUEST

Commissioners congratulated Administrator Hatzelis on his 25th anniversary as SCMUA Administrator and thanked him for his service. Commissioner Perez praised the work of the Walkkill Watershed Management Group, in reaction to the tour, that was given to him and Commissioners Drake and Madsen prior to this meeting, of the recent critical work completed at the Paulinskill River Water Basin by the Watershed Group.

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11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Dietz. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Andrea Cocula, Secretary