

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON MARCH 1, 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, Drake, Dietz (via telecom), Cocula, and Petillo. Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparron, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Kronski

Absent: Commissioners Madsen and Meyer  
[Vice Chairman Drake chaired the meeting due to absence of Chairman Madsen]

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Acting Chairman Drake 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

Acting Chairman Drake opened the meeting to public comment. Mr. Walter Cleary introduced himself to the Board as the new liaison to Sussex Borough Township Council. Acting Chairman Drake closed the meeting to public comment.

4. AGENDA APPROVAL

Acting Chairman Drake asked for a motion to approve the Agenda. Commissioner Cocula moved the approval of the Agenda, seconded by Commissioner Petillo. Commissioner Perez asked to consider revising the Agenda and move the Executive Session portion to the back of the Agenda to accommodate the public present. Revised motion seconded by Commissioner Drake. On voice vote: Ayes (5); Nays (0). The revised motion carried.

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Acting Chairman Drake requested a motion to approve/acknowledge the distribution of the February 15, 2017 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on February 16, 2017.

PASS Report for 2-15-17 Authority Meeting to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ					x	
ANDREA COCULA	x		x			
KARL MEYER						x
RONALD PETILLO		x	x			

The motion passed.

MARCH 1, 2017

Acting Chairman Drake asked for a motion to approve the January 18, 2017 Open and Closed Meeting Minutes. Commissioner Cocula moved the minutes, seconded by Commissioner Dietz. On voice vote: (5) Ayes, (0) Nays, Abstain (0), the motion carried.

Acting Chairman Drake noted that there are no minutes for distribution at this meeting.

## 7. BUSINESS

- a. Executive Session(moved to end of Agenda after Public Comments)
- b. Wastewater Program

### **Superintendent's Report**

Wastewater Superintendent Angelo Baron gave a status update on the Hampton Commons Force Main Repair. Mr. Baron indicated that he spoke with the current Management Company for the Hampton Commons Condo Association to review and explain the agreements for the Wastewater Plant and which Party is responsible for what. SCMUA responsible for day to day operations and maintenance of plant, however, the HCCA owns the collection system and shall incur costs associated with repairs, such as the Force Main Break totaling \$7,400. Mr. Baron supplied all requested information to the HCHA including past agreements, permits, inspections, and again, made certain they had all necessary emergency contact information.

- c. Solid Waste Program

### **Chief Engineer's Report**

Mr. Varro updated the Commissioners on the Landfill Life Expansion Project which was awarded via SCMUA resolution to A. Servidone/B. Anthony/ Barbella Construction Joint Venture. All contract information was sent to the NJDEP and they authorized the contract award on February 23<sup>rd</sup>. The Contractor is submitting all necessary insurance information and is mobilizing to set up on-site. A Pre-construction meeting will be scheduled and Mr. Varro reviewed the expected project timeline, with a Notice to Proceed issued the week of March 13<sup>th</sup>. He also noted that according to contract specifications by August 15<sup>th</sup>, a berm and liner shall be installed along the northerly side of landfill cells 2B, 3A and 3B in order to continue ongoing need for landfill activity operations. Discussions continued regarding when Quality Assurance Services should begin, which shall be when actual construction activities begin.

Mr. Varro reported on the quote he received from Atlantis Aerial for the topographic report regarding the Leachate Force Main. This topographic report is for portion of the overgrown section of the right of way railroad bed alignment. The proposal is for \$1,577, and this additional data shall be combined with last year's flyover to compare the Route 94 option to the Railway alignment for the leachate pipeline route. Discussions began whether County GIS can help with mapping. Mr. Varro noted that the proposal from Atlantis Aerial already contains base map data with their previous flyover and total cost of survey plus mapping would be \$39,641. Legal Counsel Napolitano indicated that the proposed work is considered a professional service and that additional quotes are not needed.

Motion to authorize continued mapping of Leachate Pipeline Route with Atlantic Aerial						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ				x		
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER						x
RONALD PETILLO		x	x			

The motion passed.

**Administrator’s Report**

Mr. Hatzelis reviewed the tonnage information for the first quarter of the fiscal year compared to the same time period for 2016. Overall the tonnage is up 1.3%, however there was a slight decrease in Household Waste ID10. He noted that the SCMUA’s Enforcement Program will start to focus on ID10 waste class and those haulers.

d. General Authority Business

**Administrator’s Report**

Mr. Hatzelis reported on a resolution prepared and to remove certain assets that have been declared no longer needed for public use. He reviewed some of the items including engine rebuild parts, compactor wheels, additional older equipment for both the Wastewater Plant and Solid Waste Facilities.

Res:# 17-057: Authorize Removal of items from asset list from WW and SW						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA		x	x			
KARL MEYER						x
RONALD PETILLO	x		x			

#17-057 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY DECLARING CERTAIN PROPERTY NO LONGER NEEDED FOR PUBLIC USE, AND AUTHORIZATION TO DISPOSE OF IN THE LEAST COSTING METHOD AVAILABLE PURSUANT TO N.J.S.A. 40A:11-36

8. Payment of Bills

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

Res: #17-058: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ		x	x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER						x
RONALD PETILLO	x		x			

#17-058 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

a. Executive Session

At 3:22 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion seconded by Commissioner Perez. On voice vote: (5) Ayes, (0) Nays, the motion carried. Acting Chairman Drake noted Closed Session approximate time should be for 10 minutes and discussions include Personnel and potential contract for QA inspection services for landfill expansion project. Actions may be taken after Executive Session.

#17-059 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

Acting Chairman Drake called for a 5-minute meeting break at 3:22 p.m. before entering Executive Session

At 3:45 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Petillo. On voice vote, Ayes (5); Nays (0); Abstain (0). The motion passed.

Acting Chairman Drake indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: RFPs for Landfill Quality Assurance Inspection Services and Personnel Item. When the need for confidentiality of these matters no longer exists they will be opened to the public.

After discussions in Executive Session concerning the RFPs on Quality Assurance Inspection Services for the Landfill Expansion Project, Commissioner Perez moved the appointment of SCS with whom we have prior experience and an established working relationship. Commissioner Petillo seconded the motion. On roll call:

Motion: Acceptance of SCS RFP for QA Inspection Services						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ	x		x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER						x
RONALD PETILLO		x	x			

The motion passed.

e. Personnel Matters

**Solid Waste Superintendent's Report**

Mr. Sparnon presented a resolution as discussed in Executive Session regarding authorization to hire Christopher Blakely to a vacant position as a Solid Waste Heavy Equipment Operator.

Res #17-060: Authorize hire of Christopher Blakely as Heavy Equipment Operator I						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ	x		x			
ANDREA COCULA		x	x			
KARL MEYER						x
RONALD PETILLO			x			

#17-060 APPOINTMENT OF SOLID WASTE HEAVY EQUIPMENT OPERATOR I, CHRISTOPHER BLAKELY

The next resolution discussed in Executive Session was for the hire of Michael Wesloske, to fill the position of a Solid Waste Heavy Equipment Operator I.

Res #17-061: Authorize hire of Michael Wesloske as Heavy Equipment Operator I						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN						x
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER						x
RONALD PETILLO			x			

#17-061 APPOINTMENT OF SOLID WASTE HEAVY EQUIPMENT OPERATOR I, MICHAEL WESLOSKE

9. PUBLIC COMMENT

Acting Chairman Drake opened the meeting to public comment, no public present, he closed the meeting to public comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Cocula moved to give an excused absence to Commissioner Meyer, seconded by Commissioner Perez. On voice vote: Ayes (5); Nays (0); Abstain (0).

Commissioner Cocula moved to give an excused absence to Commissioner Madsen, seconded by Commissioner Perez. On voice vote: Ayes (5); Nays (0); Abstain (0).

11. ADJOURN

Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Cocula. On voice vote: Ayes (5), the motion passed. The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Andrea Cocula, Secretary