

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON SEPTEMBER 6, 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: Vice Chairman Drake (Chaired the Meeting due to Thomas Madsen's absence), Commissioners Perez, Dietz, Cocula, Meyer and Petillo, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Kronski

Absent: Chairman Thomas 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

No public comment.

4. AGENDA APPROVAL

Commissioner Perez moved the approval of the Agenda, seconded by Commissioner Dietz. No Changes. On voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Cocula moved the approval of the Consent Agenda, seconded by Commissioner Dietz. No discussions requested. 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 August 16, 2017 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on August 17, 2017.

PASS Report for 8-16-17 Mtg to 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	x			
RONALD PETILLO			x			

The motion passed.

SEPTEMBER 6, 2017

Acting Chairman Drake requested a motion to approve the Open and Closed Minutes for August 2, 2017 Authority Meeting. Commissioner Dietz moved approval, seconded by Commissioner Drake. On voice vote: Ayes (5) Commissioners Perez, Drake, Dietz, Cocula, and Petillo; Nays (0), Abstain (1) Commissioner Meyer due to absence at that meeting. The motion passed.

Distributed: Open and Closed Minutes of August 16, 2017

7. BUSINESS

a. Executive Session

At 3:02 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Dietz. On voice vote: (6) Ayes, (0) Nays, the motion carried. Acting Chairman Drake noted the Closed Session should be approximately 20-30 minutes and discussions to include: Cell Tower Lease, Solid Waste Enforcement Program, Sparta Stop and Shop, Mountain Creek Bankruptcy and Personnel Item.

#17-120 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:40 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Meyer. On voice vote: Ayes (6); Nays (0). The motion passed.

At 3:40 p.m. Acting Chairman Drake called for a 5-minute break. Meeting resumed at 3:52 pm

Acting Chairman Drake confirmed items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Cell Tower Lease, Solid Waste Enforcement Program; Sparta Stop and Shop, Mountain Creek Bankruptcy and Personnel Item. When the need for confidentiality of these matters no longer exists they will be opened to the public.

b. Wastewater Program

Superintendent's Report

Superintendent Baron gave a status report on the Paulinskill Project. He noted the Branchville Construction Official currently has 298 connections approved to date. The HVAC de-mister has been installed and the only outstanding issues are receipt of the O&M Manuals and Surety Bonds. Discussions continued regarding USDA project funding balance and all funds need to be expended and accounted for by December 31, 2017.

Mr. Baron reported on the ongoing issue of the roof panel replacement for Contract #454. The project is almost complete except for the roof panels, which need to be matched up to the original specifications. Communication regarding this issue is ongoing with SCMUA Wastewater Engineer, Mott MacDonald and JEV Construction.

c. Solid Waste Program

Chief Engineer’s Report

Chief Engineer Varro reported on Contract #444 Landfill Expansion Project, in which the Contractor, Servidone has achieved the interim timeline. He noted that the Certification Report was hand delivered to the NJDEP on September 1st, and when approved the Authority can begin filling the new area with waste. Mr. Varro noted that the next Project Progress meeting shall be held on September 14th. Discussions on estimated turnaround time for NJDEP review of Report.

Mr. Varro reviewed a meeting he attended with the County Planning Department and AgChoice. AgChoice is a small food waste composting facility, which currently has a RD&D permit from the NJDEP to operate their facility. The NJDEP is requiring application of a Class C Permit after the current RD&D one expires at the end of 2017. Mr. Varro suggested to the AgChoice owner to offer certain upgrades and voluntary groundwater testing to the NJDEP as a negotiation tool, however, at this point in time the owner is requesting SWAC’s support to continue under the RD&D Permit and to prepare a letter to the NJDEP recommending extension of current permit.

Administrator’s Report

Mr. Hatzelis gave a report regarding tonnage and revenues for the time period of December 1, 2017 to August 31, 2017. The highlights are the increase in ID13 of 3.2% compared to the same time period for last year. Revenues are also up 4% over last year. Mr. Hatzelis reviewed data sheet which showed ID10 is 0.7% down from 2016. Discussion continued on tracking ID10 for Solid Waste Enforcement from commercial entities.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis noted that the Budget Committee met prior to this Authority Meeting to review Operating and Capital Budgets, which shall be presented to the entire board at the September 20th Authority Meeting.

Mr. Hatzelis also reported on a Statewide Insurance Fund Dividend received from a 1994 assessment in the amount of \$10,724.00. This shall be divided over various departments within the Authority.

e. Personnel Matters

Solid Waste Superintendent’s Report

Mr. Sparron presented a resolution based on Executive Session discussions, to hire Michael Rathbun as Chief Weighmaster.

Res #17-121: Appointment of Chief Weighmaster, Michael Rathbun						
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	x			
RONALD PETILLO			x			

#17-121 RESOLUTION RE: APPOINTMENT OF CHIEF WEIGHMASTER, MICHAEL RATHBUN

8. Payment of Bills

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

Res: #17-122 Financial Consent Agenda						
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	x			
RONALD PETILLO			x			

#17-122 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

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 Chairman Madsen an excused absence, seconded by Commissioner Drake. On voice vote: Ayes (6), the motion passed.

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 4:26 p.m.

Respectfully submitted,

Andrea Cocula, Secretary