

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON OCTOBER 5, 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, Wastewater Superintendent John Nugent, Assistant Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol, Solid Waste Enforcement Officer Ed Lyon and Recording Secretary Kronski.

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 Dietz. No Comments. 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 Dietz 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 September 21, 2016 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on September 22, 2016.

PASS Report for 9-21-16 transmittal to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ	x		x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER					x	
JOHN DRAKE		x	x			

The motion passed.

Chairman Petillo asked for a motion to approve the Open and Closed Minutes for the September 7, 2016.

PASS Report for 9-21-16 transmittal to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN					x	
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER		x	x			
JOHN DRAKE	x		x			

The motion passed.

Chairman Petillo noted that there are no minutes for distribution for this meeting.

7. BUSINESS

a. Executive Session

At 3:01 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 Petillo noted Closed Session should last for approximately 35 minutes.

#16-124 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:06 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: Contract PRC-101 Worth & Company; Solid Waste Enforcement; Solid Waste Hydrogen Sulfide Proposed Regulations 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 10 minute meeting break at 4:07p.m.

The meeting resumed at 4:23 p.m.

b. Wastewater Program

Superintendent's Report

Wastewater Superintendent Nugent reported that the Paulinskill Facilities' NJPDES permit is set to expire May 31, 2017, and 180 days prior to expiration a renewal application should be submitted for NJDEP review.

Motion: Authorize submittal of renewal NJPDES permit application for the Paulinskill Facility						
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	x			
JOHN DRAKE			x			

The motion passed.

Chief Engineer’s Report

Mr. Varro reported on a meeting with County Facilities Manager Mr. Joseph Biuso regarding Capital Improvement needs of the County Homestead Facility. He reported that an assessment as conducted on the structural integrity of the facility and recommendations were made and budget funding totals were provided to Mr. Biuso. Mr. Varro reviewed the necessary repairs and added that the Homestead Permit is up for renewal in 2017, which may require costly upgrades to meet nitrate and TDS requirements from the NJDEP. Mr. Varro also reported on an alternative to the costly repairs, in which the Homestead Plant could be hooked up to the Paulinskill Plant. A feasibility study would have to be conducted to review the following options 1- Repair the old plant, 2-Construct a new plant and 3- Connect to Paulinskill. This will help made a decision to use the most cost effective option for the County. It was suggested to the County that an RFP be sent to three engineering firms already vetted by the Authority to conduct a study and discussions ensued regarding payment and reimbursement of O&M services, as well as gallonage used by the facility and allocation required. Commissioners agree to conduct feasibility study on the Homestead Plant upon direction and reimbursement by the County.

c. Solid Waste Program

Chief Engineer’s Report

Chief Engineer Varro noted that due to Wastewater Superintendent Nugent’s pending retirement, there is a need for a Licensed Operator to service the Solid Waste Facility’s Very Small Water System. A quote was solicited and John McGowan, LLC is cost comparative to what is being paid to Mr. Nugent currently.

Motion: Prepare an agreement for operator services for the SWF VSWS						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

The motion passed.

Mr. Varro reported on the status of the Landfill Life Extension Project and the NJDEP/NJEIT requirements, a response document was received from Authority Engineer, Cornerstone Environmental Services. Mr. Varro noted the request for a proprietary specification for certain make and model of pumps and controllers already used and familiar to Authority Staff to minimize training and unknown costs. A resolution was prepared to

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authorize Proprietary Specification for pump station controller equipment and a recommendation was made from the Authority's Purchasing Agent.

Res #16-125: Proprietary Specs for Phase 2B PS Controller equipment						
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			

#16-125 RESOLUTION RE: AUTHORIZING PROPRIETARY SPECIFICATION FOR PHASE 2B LEACHATE PUMP STATION CONTROLLER EQUIPMENT ASSOCIATED WITH THE SCMUA LANDFILL LIFE EXTENSION PROEJCT AT ITS SOLID WASTE FACILITIES

Chief Engineer Varro reported on the status of the Leachate Pump Station project meeting with the County. The County confirmed the use of their right of way and also the potential use of Green Acres Funding. Mr. Varro reviewed the multiple project milestone dates and timetable thereof. Discussions continued regarding the financing, bonding process and note issuance.

Administrator's Report

Mr. Hatzelis reviewed recent tonnage report from December 1, 2016 to September 30, 2016 and indicated that tonnages are up 4.9% ahead of last year for the same time period. This equals a 4.1% uptick in revenues. Mr. Hatzelis singled out ID10 waste on the distributed graph showing a steady increase. The continued loss in tonnage for ID13C&D may never fully recover to due to competition from Cavalier Facility.

d. General Authority Business

Administrator's Report

Mr. Hatzelis indicated that as per State Statute a Rate Hearing shall be scheduled to review proposed rates for FY2017. Discussion continued on time and date of Rate Hearing. Commissioners concur to hold Rate Hearing on Wednesday, November 2, 2016 at 3:30 p.m. at the Administration Building.

e. Personnel Matters

Wastewater Superintendent's Report

Mr. Nugent presented a resolution appointing a new hire for the position of Assistant Lab Manager as discussed in Executive Session.

Res #16-126: Asst Lab Manager Position to Cathy Williams						
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	x			
JOHN DRAKE			x			

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#16-126 RESOLUTION RE: APPOINTMENT OF ASSISTANT LABORATORY MANAGER FOR THE UPPER WALLKILL WASTEWATER FACILITY, CATHY L. WILLIAMS

Mr. Nugent prepared a resolution for the hire of, Laurel Kuenzler, for the part-time typing/clerk position at the Wastewater Facility to replace transfer of Marguerite Nemeth to the Solid Waste Facility.

Res #16-127: Hire of PT Clerk Laurel Kuenzler at WW Facility						
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			

#16-127 RESOLUTION RE: APPOINTMENT OF WASTEWATER PART-TIME CLERK TYPIST, LAUREL KUENZLER

Solid Waste Superintendent's Report

Mr. Sparnon reviewed notice of resignation from Solid Waste Employee James Blaine.

Motion: To accept official resignation from James Blaine						
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			

The motion passed.

Mr. Sparnon summarized discussions regarding reasons to request transfer of Authority Employee Howard Goodrich from the Wastewater Facility to the Solid Waste Facility.

Motion: Grant request to transfer H. Goodrich to the Solid Waste Facility						
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			

The motion passed.

8. Payment of Bills

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

Res: #16-128: FCA						
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			

#16-128 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

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

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Dietz asked Mr. Hatzelis about an insurance certificate as requested by email from the County regarding the WRWVG and the County Bridge Project. Commissioners complimented Mr. Ed Lyon on his thorough report and ongoing enforcement work.

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:58 p.m.

Respectfully submitted,

Andrea Cocula, Secretary