

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON APRIL 4, 2018 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: Chairman Madsen, Vice Chairman Drake, Commissioners Perez, 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: Commissioner Dietz

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Madsen 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

Chairman Madsen asked for a motion to approve the Agenda. Commissioner Drake moved the Agenda, seconded by Commissioner Cocula. On voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Drake moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions requested. On voice vote: Ayes (6), Nays (0). The motion carried.

Commissioner Cocula moved the approval of the 3/21/18 Meeting Consent Agenda, seconded by Commissioner Drake. On voice vote: Ayes (6), Nays (0). The motion carried.

6. MINUTES

Chairman Madsen requested a motion to approve/acknowledge the distribution of the March 21, 2018 Pending Action Summary Sheet (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Drake. On roll call vote: Ayes (5) Commissioners Perez, Drake, Madsen, Cocula, Petillo; Abstain (1) Commissioner Meyer. The motion carried.

Chairman Madsen asked for a motion to approve the Open and Closed Meeting Minutes for the February 21, 2018 Regular Authority Meeting. Commissioner Perez moved the minutes for approval, seconded by Commissioner Drake. On roll call vote: Ayes (5) Commissioners Perez, Drake, Madsen, Cocula, Petillo; Abstain (1) Commissioner Meyer. The motion carried.

The Open & Closed Meeting Minutes for the March 21, 2018 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

At 3:02 p.m. Commissioner Drake moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Cocula. On voice vote: (6) Ayes, (0) Nays, the motion carried. Chairman Madsen noted the Closed Session should be approximately 20-25 minutes and discussions shall include: Status on Mt. Creek Bankruptcy, Attorney Advice regarding Open Public Meetings Act Closed Session, Upper Walkkill NJPDES Permit Appeal.

#18-069 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:48 p.m. Commissioner Meyer moved to adjourn the Closed Session, seconded by Commissioner Drake. On voice vote: Ayes (6); Nays (0). The motion passed.

Chairman Madsen confirmed items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Status on Mt. Creek Bankruptcy, Attorney Advice regarding Open Public Meetings Act Closed Session, Upper Walkkill NJPDES Permit Appeal. When the need for confidentiality of these matters no longer exists they will be opened to the public

b. Wastewater Program

Wastewater Superintendent's Report

Mr. Baron gave a status report on the repairs that were needed for the Microfilter Unit. All repairs have been completed and unit is running smoothly. Discussions continued regarding Maintenance Bond, response time from Contractor and Manufacturer for certain items. Commissioners direct to release the final check to Contractor at SCMUA Staff's discretion. Discussions also took place regarding Sussex Borough's continuous high flows and recommendation is to keep the Borough consistently informed thereof.

Chief Engineer's Report

Mr. Varro reviewed the bid results for SCMUA Contract #18-12 for the Construction of Cell Tower at U.W. Plant and reported that the Authority's General Counsel and Risk Manager have reviewed the bid from Cellco d/b/a Verizon Wireless. All insurance and liability questions were resolved and recommendation is to award Contract to Cellco d/b/a Verizon Wireless.

Res# 18-070: Award of Contract #18-12 Construction of Cell Tower at U.W. Plant Property to Cellco dba Verizon Wireless						
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			

#18-070 RESOLUTION RE: AUTHORIZING THE AWARD TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER FOR CONTRACT NO. 18-12 FOR THE LEASE OF REAL PROPERTY AT 3500 ROUTE 94 HAMBURG, NJ FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF A WIRELESS COMMUNICATION FACILITY AT THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S UPPER WALLKILL WPCF

c. Solid Waste Program

Solid Waste Superintendent's Report

Mr. Sparnon reported on the recent Electronic Waste Event held on March 31, 2018. The Contractor, ERI, ran the event very smoothly and Mr. Sparnon was pleased with their performance in handling the E-Waste and customers throughout the day. The final tonnage is pending and Mr. Sparnon will report when received.

Mr. Sparnon reported the current Soil Cover Material Contract allows for a year extension for 2018 at the current price of \$3.25 per ton. Discussions ensued regarding contract and future bid specs allowing a two year extension of lowest bid in order to keep ideal pricing.

Motion: Approve extension of Contract #17-04 for Soil Cover Material for 2018						
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.

Chief Engineer's Report

Mr. Varro gave a status update on the Leachate Pump Station/Force Main and he is scheduled to meet with County Officials to proceed with obtaining an easement on the County's Right-of-way. Consulting Engineers Mott MacDonald has submitted a Draft Scope of Work for review. Mr. Hatzelis reported on Project Financials and noted that the New Jersey Infrastructure Bank will also pay for Engineering Fees as opposed to an allowance. Final funding application submittal shall be ready in November 2018. Mr. Varro and Mr. Hatzelis reviewed preliminary project timetable. The Commissioners directed that staff obtain a one year access agreement from the County to allow the project to proceed while the easement is pending.

Administrator's Report

Administrator Hatzelis reported that tonnages are 1% higher when compared to last year during the period of December 1 – March 31. He noted the Solid Waste Enforcement Program is directly related to the rise in tonnage.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis reminded Commissioners, Staff and Professionals to file their 2018 Annual Financial Disclosure Statement. They are due to the State by April 30th.

Mr. Hatzelis also noted that the Authority's 2017 Annual Financial Audit is pending filing until the State Pension Office provides Auditor with Pension Liability Information. The SCMUA's Auditor Paul Cuva has no findings or recommendations, and will finalize Audit as soon as the Pension information is received.

Mr. Hatzelis noted that Chairman Madsen has suggested to keep the Standing Committees intact for 2018. A list of Committee Appointments will be provided.

8. Payment of Bills

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

Res: #18-071 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE	x		x			
TOM MADSEN			x			
WAYNE DIETZ						x
ANDREA COCULA		x	x			
KARL MEYER			x			
RONALD PETILLO			x			

#18-071 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioner Dietz 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 Drake. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Andrea Cocula, Secretary