

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON AUGUST 3, 2022 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 Petillo, Commissioners Meyer, Cocula, Wesley, Dabinett, Executive Director Thomas Varro, Chief Engineer Joseph Sesto (telecom), Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Timothy Phillips, General Counsel Napolitano, Special Counsel Prol (telecom), and Recording Secretary Tara Kronski

Absent: Commissioners Madsen, Dietz, Finkeldie, Drake

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 in attendance. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Executive Director Varro requested to move the 2021 Recycling Report to the beginning of the Business portion of the Agenda. Chairman Petillo asked for a motion to approve the revised Final Agenda, Commissioner Cocula moved revised Agenda, seconded by Commissioner Wesley. On voice vote: Ayes (5); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Dabinett moved to approve the Consent Agenda, seconded by Commissioner Cocula. No discussions requested. On voice vote: Ayes (5); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the July 20, 2022 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Meyer moved the PASS, seconded by Commissioner Wesley. On voice vote: Ayes (5); Nays (0). The motion carried.

Commissioner Cocula moved the Open and Closed Minutes for the June 15, 2022 Authority Meeting, seconded by Commissioner Dabinett. On roll call: Ayes (4) Commissioners Meyer, Cocula, Petillo, Dabinett; Nays (0); Abstain (1) Commissioner Wesley. The motion passed.

There were no minutes distributed to the Commissioners at this meeting.

7. BUSINESS

Presentation of 2021 Recycling Report by Recycling Coordinator Dawn Latincics. Ms. Latincics reviewed 2021 recycling tonnages collected Class A through Class D. reference: [2021 Recycling Report.pdf \(scmua.org\)](https://www.scmua.org/2021-Recycling-Report.pdf) Class A consists of glass containers, aluminum cans, steel cans, plastic containers, gable-top and aseptic cartons. The SCMUA collected a total of 2,834.53 tons of material for market, which was a decrease compared to previous three years. It was noted that this is only a portion of Sussex County recycling, due to municipal haulers and residents having other outlets for options for disposal of this recycled material. Other Class A materials include Mixed Fiber, which was in high demand for 2021 and pricing had increased compared to previous years. Class B recyclables include tires, Freon containing appliances, ferrous/non-ferrous metals, propane tanks, mixed rigid plastics, foam packaging and clean wood. There was a significant decrease of 121 tons of Class B recyclables compared to 2022. Market for metals experienced an increase due to rise in prices of raw materials. Customers go elsewhere if prices are higher for metal disposal. The SCMUA collected over 110 tons of vehicle tires, diverting them from the landfill. Class C recyclables include Vegetative Waste which collected over 3,779 tons of brush, stumps, leaves and grass clippings. Vegetative Waste is processed and sold as mulch and compost as a revenue stream for the Authority. Class D recyclables are automotive and rechargeable batteries, used motor oil, anti-freeze and consumer electronics. Over 388 tons of Class D recyclables were collected in 2021, with increases over the previous years for rechargeable batteries, anti-freeze and consumer electronics. Ms. Latincics reviewed the additional recycling collection events and programs held for 2021 at the Solid Waste Facility including Household Hazardous Waste events (43.0 tons), Electronic Waste Events (175.51 tons), Paper Shred Events (46.59 tons), Sharps Disposal Events (.51 tons). The SCMUA received \$162,000 for REA grant funding, which will go towards Recycling Events/Composting Program and vendor payments. Commissioners thanked Recycling Coordinator Latincics for the excellent informative presentation

a. Executive Session

At 3:15 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Meyer. On voice vote: Ayes (5), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 15 minutes and discussions shall include: *Pace Glass, IT Services Supplemental Agreement and Personnel Items.*

#22-135 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:50 p.m. Commissioner Dabinett moved to adjourn the Closed Session, seconded by Commissioner Cocula. On voice vote: Ayes (5), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: *Pace Glass, IT Services Supplemental Agreement and Personnel Items.*

b. Wastewater Program

Executive Director's Report

Mr. Varro reported on the NJDEP announcement of recent award of grant funds. In which the SCMUA-WRWMG are slated to received \$609,434 for funding for riparian forest buffers in the Papakating Creek and Clove Brook areas. Also, to fund green non-point infrastructure in Sussex Borough with a porous pavement parking lot project. Commissioners congratulated the Watershed Staff on their efforts to secure these grant funds.

Comptroller's Report

Mr. Day reported that Septage collection is at 68% of budgeted projections through June 2022. Sludge is at 59%, and Hauled Sewage is at 96% of projections, which is slightly above projections. Connection Fees are doing well at \$811,141.00 for the year with 4 months left if FY22.

Mr. Day reported that the Chief Engineer has confirmed that all contract requirements have been met for Upper Walkkill Stormwater and Septage Receiving Area Project. A resolution was prepared to release retainage amount of \$4768.96 to Municipal Maintenance Company. Commissioner Cocula moved the resolution, seconded by Commissioner Dabinett. On roll call: Ayes (5) Commissioners Meyer, Cocula, Petillo, Wesley, Dabinett; Nays (0); Abstain (0). The resolution passed.

#22-136 RESOLUTION RE: RELEASE OF RETAINAGE TO MUNICIPAL MAINTENANCE CO., CONTRACT NO. 458, UPPER WALLKILL SEPTAGE RECEIVING AND STORMWATER IMPROVEMENTS PROJECT, BY THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

c. Solid Waste Program

Chief Engineer's Report

Chief Engineer Sesto reported on the status of the Leachate Pump Station/Force Main Project. Contractor is scheduled to be on site August 8th to finalize punch list items. A Construction Review Committee Meeting is scheduled for August 9th to review proposed project Change Orders. A final project payment is scheduled to be paid in mid-September.

Mr. Sesto reported on the Stage 2 Landfill Expansion Project. Contractor will begin paving the infrastructure area, after completion they will begin moving Convenience Center/Recycling items for set up.

Comptroller's Report

Mr. Day reported on Tonnages and Revenues through July 2022, in which compared to the same time period as last year, tonnages are down 1.8%. Revenues are also down in comparison by \$143,000.

Mr. Day presented a resolution to authorize the release of retainage for Tomco. Chief Engineer confirmed the project completion for the North Berm Project for \$38,906.98. Commissioner Cocula moved the resolution, seconded by Commissioner Meyer. On roll call: Ayes (5) Commissioners Meyer, Cocula, Petillo, Wesley, Dabinett. The resolution passed.

#22-137 RESOLUTION RE: RELEASE OF RETAINAGE TO TOMCO CONSTRUCTION INC., CONTRACT NO. 551A NORTHERN MSE BERM CONSTRUCTION PROJECT, BY THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

d. General Authority Business

Executive Director's Report

Mr. Varro reported on the Energy Generation Coop Bid Price Refresh which took place on July 26, 2022. There was a 3% below trigger price option from Direct Energy, and the Authority's Aggregate Group contracted for an 8 month period, which will get us through the winter energy period. Mr. Varro noted this was for 50% hedged block of electricity generation of contract, with another refresh bid scheduled for tomorrow. SCMUA remains eligible to negotiate for the other remaining 50% hedge.

Comptroller's Report

Comptroller Day reviewed the resolution prepared for IT Services Supplemental Agreement for additional needs with Aptimized for vulnerability testing, as well as, an hourly rate, as needed for IT support, at the discretion of SCMUA Staff. Commissioner Cocula moved resolution, seconded by Commissioner Wesley. On roll call: Ayes (5) Commissioners Meyer, Cocula, Petillo, Wesley, Dabinett; Nays (0); Abstain (0) The resolution passed.

#22-138 RESOLUTION RE: AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH APTIMIZED TO PROVIDE SPECIALIZED INFORMATION TECHNOLOGY (IT) SERVICES AND SUPPLEMENTAL SUPPORT FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

e. Personnel Matters

Solid Waste Superintendent's Report

Solid Waste Superintendent Morris reviewed a resolution discussed in Executive Session for Commissioners' consideration to hire Mark Culver as a Heavy Equipment Mechanic. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Dabinett. On roll call: Ayes (5) Commissioners Meyer, Cocula, Petillo, Drake, Wesley, Dabinett. The resolution passed.

#22-139 RESOLUTION RE: APPOINTMENT OF MARK CULVER TO THE POSITION OF SOLID WASTE HEAVY EQUIPMENT MECHANIC

8. Financial Transactions

a. Payment of Bills

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

Res #22-140 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER	x		x			
MADSEN						x
COCULA		x	x			
DIETZ						x
DRAKE						x
PETILLO			x			
WESLEY			x			
FINKELDIE						x
DABINETT			x			

9. #22-140 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST
PUBLIC COMMENT

None.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioners Madsen, Dietz, Finkeldie, and Drake excused absences. On voice vote: Ayes (4); Nays (1). Motion passed.

11. ADJOURN

At 4:03 p.m. Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Dabinett. On voice vote: Ayes (5); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary