

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON AUGUST 7, 2019 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 Drake, Vice Chairman Meyer, Commissioners Petillo, Madsen, Cocula, Dietz, Perez, Finkeldie, and Dabinett, Administrator John Hatzelis, Executive Director/Chief Engineer Varro, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol, and Recording Secretary Tara Kronski

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

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

Chairman Drake opened the meeting to public comment. No public present.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Commissioner Cocula moved Agenda as requested, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Madsen moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions requested. On voice vote: Ayes (9); Nays (0). The motion carried.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the July 17, 2019 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Dietz. On roll call vote: Ayes (7) Commissioners Madsen, Cocula, Petillo, Drake, Meyer, Perez, Finkeldie; Nays (0); Abstain (2) Dietz, Dabinett. The motion carried.

Commissioner Cocula moved the approval of the Open and Closed Minutes for the June 5, 2019 Authority Meeting, seconded by Commissioner Madsen. On roll call vote: On roll call vote: Ayes (7) Commissioners Madsen, Cocula, Dietz, Drake, Meyer, Perez, Dabinett; Nays (0); Abstain (0); Absent (2) Petillo, Finkeldie. The motion carried.

Distributed: Open and Closed Minutes for July 17, 2019 Authority Meeting.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Madsen. On voice vote: (9) Ayes, (0) Nays. The motion carried. Chairman Drake noted the Closed Session should be approximately 35 minutes and discussions shall include: Leachate Pump Station/Force Main Right-of-Way, Mountain Creek Bankruptcy, Hampton Commons Draft Permit, Special Counsel Professional Services Agreement and Personnel Items.

#19-114 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:25 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Dietz. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Leachate Pump Station /Force Main Right-of-Way, Mountain Creek Bankruptcy, Hampton Commons Draft Permit, Special Counsel Professional Services Agreement and Personnel Items. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

b. Wastewater Program

Superintendent's Report

Mr. Baron reported that there are diminishing air flow issues with the Paulinskill MBR Membranes at the plant. He contacted Ovivo to request information on how to increase the air flow to the membranes and advice on how to clean them. Mr. Baron is waiting on a full response.

Chief Engineer's/Executive Director

Mr. Varro reviewed an existing grant agreement between the SCMUA/Walkkill River Watershed Management Group and the National Fish and Wildlife Foundation to implement green infrastructure for stormwater management. The WRWMG is seeking to install porous asphalt in strategic sections at the McKeown School using the grant funds provided. Commissioner Perez motioned to authorize execution of an agreement between the WRWMG and the Hampton Twp. Board of Education to implement project, seconded by Commissioner Madsen. On voice vote: Ayes (9); Nays (0). The motion carried.

#19-115 RESOLUTION RE: AUTHORIZING THE EXECUTION OF A PARTNERSHIP AGREEMENT WITH MARIAN E. MCKEOWN/HAMPTON TOWNSHIP BOARD OF EDUCATION TO ASSIST WITH THE IMPLEMENTATION OF GREEN INFRASTRUCTURE PROJECTS ON THE SCHOOL CAMPUS

c. Solid Waste Program

Superintendent's Report

Superintendent Morris reported on four (4) Unserviceable pieces of Equipment that are no longer needed for operations at the Solid Waste Facility and is requesting to sell the equipment through online auction, govdeals.com. Commissioner Cocula moved the authorizing resolution to auction equipment, Commissioner Meyer seconded. On voice vote: Ayes(9), Nays(0), Abstain (0). The motion passed.

#19-116 RESOLUTION RE: AUTHORIZING THE PUBLIC SALE OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) SOLID WASTE PROPERTY NO LONGER NEEDED FOR PUBLIC USE THROUGH GOVDEALS.COM PUBLIC ONLINE AUCTION

Mr. Morris reported that he received a request from the Lafayette Fire Department to donate out of service vehicles for their training purposes. There are two vehicles that are no longer serviceable to the SCMUA. Commissioner Finkeldie moved to authorized resolution, Commissioner Dabinett seconded the motion. On voice vote: Ayes (9), Nays (0), Abstain(0). The motion passed.

#19-117 RESOLUTION RE: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY DECLARING CERTAIN PROPERTY NO LONGER SERVICEABLE FOR S.C.M.U.A. USE

Mr. Morris reported on the Flag Retirement Ceremony at the Veterans' Cemetery, over 3000 lbs of American Flags were collected and properly disposed of via incineration by Orchard Hills Medical.

Mr. Morris reported on the Electronic Waste Disposal Event that took place on July 20, 2019 and noted that over 700 vehicles accessed the facility and approximately four tractor trailer loads of E-Waste was collected. The next E-waste Event is scheduled for October 19, 2019.

Mr. Morris indicated that the "Keep it Clean" initiative that was promoted by the SCMUA due to the recent volatile Recycling Markets has been successful. The staff have been diligent in keeping the recycling loads that enter the facility clean, and the haulers and customers have been cooperative with avoiding "contaminated" recyclable loads. He noted that the cardboard/chipboard pricing per ton has gone up from a vendor, which is a good sign of the market and of the "clean" loads the SCMUA is providing. He reviewed recent charges/changes in the recyclable markets.

Mr. Morris reported that SCMUA General Counsel has reviewed the bid submitted by Tarpomatic for Contract #19-10 for a New Landfill Tarping Machine. All bid documents are in order, and a resolution was prepared for award of Contract #19-10. Commissioner Cocula moved to authorize award of Contract #19-10 to Tarpomatic, Inc., seconded by Commissioner Meyer. On roll call: Ayes (9) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie, and Dabinett. Nays (0), Abstain (0). The resolution passed.

#19-118 RESOLUTION RE: AUTHORIZING THE AWARD TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER FOR CONTRACT NO. 19-10 FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY

Executive Director/ Chief Engineer's Report

Mr. Varro reviewed the discussions in the Construction Review Committee Meeting regarding the Leachate Pump Station/Force Main. He reported on issues that came up during sampling, and that the boring reports should be completed soon and design documents are also close to finalization. Also, an alignment change was required due to cultural resources and Sparta Township Green Acres property, and this is resultant in revisions to the Environmental Documents. A Treatment Works Approval Application has been submitted to the NJDEP and projection is to advertise in December 2019. Commissioners expressed need to trim the project timeline, Mr. Varro will report back with further project advancements.

Comptroller's Report

Comptroller Tim Day reviewed the tonnage and revenue report data for December 1 – July 31, 2019, and compared to the same period for 2018, there is an increase of 3.4% in tonnage. Total tonnage is 69,876 through July 31st, and revenues, in turn, are also up from the previous year.

d. General Authority Business

Executive Director/Chief Engineer's Report

Mr. Varro indicated that Staff have been working on the FY2020 Budget and will likely present it to the Board for adoption at the September 18th Authority Meeting. Budget Committee will meet on September 11th.

Mr. Varro initiated discussion regarding the August 21st Authority Meeting to see if Commissioners are available, and a quorum will be present to hold the meeting.

Mr. Varro indicated that throughout the month certain informational emails will be sent to Commissioners' SCMUA email accounts. It was confirmed that personal email accounts will not be utilized. It was recommended that SCMUA email accounts should be checked regularly by the Commissioners, not just before an Authority Meeting.

e. Personnel

Solid Waste Superintendent's Report

Mr. Morris reported on a Solid Waste Employee that has requested an "Official Leave of Absence" for 60 day period due to a personal injury, as discussed in Closed Executive Session. Commissioner Madsen moved the resolution, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0); Abstain (0).

#19-119 RESOLUTION RE: AUTHORIZATION TO GRANT A 60 DAY
"OFFICIAL LEAVE OF ABSENCE" FOR CHRISTOPHER VEALEY

A resolution was prepared to extend an official leave of absence through August 31, 2019, the details of the Solid Waste Employee was discussed on Executive Session. Commissioner Madsen moved the resolution, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0); Abstain (0).

#19-120 RESOLUTION RE: AUTHORIZATION TO EXTEND "OFFICIAL
LEAVE OF ABSENCE WITHOUT PAY FOR PERSONAL ILLNESS,
FOR AN ADDITIONAL 30 DAY PERIOD" FOR CW0228

Mr. Morris reviewed the situation with Solid Waste Operations and the need for additional full-time employees. He requested to promote part-time employee, Thomas Zappulla to a full-time position, a formal resolution will be prepared for the next Authority Meeting. Commissioner Cocula moved to promote Mr. Zappulla to full-time, Commissioner Dabinett seconded the motion. On voice vote: Ayes (9), Nays (0), Abstain (0). The motion passed.

Executive Director/Chief Engineer’s Report

Mr. Varro presented a Declaration of Appreciation for Solid Waste Employee Glenn Soules who will be retiring after 25 years of service to the Authority. His last day will be August 30, 2019. Commissioner Dietz moved the resolution, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The motion passed.

#19-121 RESOLUTION RE: DECLARATION OF APPRECIATION FOR GLENN SOULES

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Drake asked for a motion to approve the Financial Consent Agenda (FCA). Discussion re: correct Financial Consent distribution and request to check removal of lines from CenturyLink monthly bill, since the new phone system.

Res #19-122: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN			x			
COCULA		x	x			
DIETZ	x		x			
DRAKE			x			
MEYER			x			
PEREZ			x			
FINKELDIE			x			
DABINETT			x			

#19-122 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Discussion held regarding current landfill capacity and projections, Mr. Varro will report on recent Topographic Report at the next meeting. Commissioners wished Mr. Dietz a Happy Birthday and Congratulated Special Counsel Prol on his position with a new firm. Commissioner Dabinett congratulated the staff and the Board regarding a very complementary article in Waste Advantage Magazine spotlighting the Solid Waste Facility and Staff.

11. ADJOURN

At 3:55 p.m. Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Madsen. On voice vote: Ayes (9), Nays (0). The motion carried.

Respectfully submitted,

Andrea Cocula, Secretary