

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON APRIL 6, 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 2:00 p.m.

The following were present: Commissioners Perez, Madsen, Petillo, Cocula, Meyer and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Nugent, General Counsel John Napolitano, Special Counsel Prol, and Recording Secretary Kronski

Absent: Commissioner Dietz

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 Cocula moved the approval of the Agenda, seconded by Commissioner Drake. Chairman Petillo moved the Executive Session to after Item #9 Public Comment on the Agenda and noted an action may be taken after in Open Session. voice vote: Ayes (6); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the distribution of the March 16, 2016 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on March 17, 2016.

PASS Report for 3-16-16 transmittal to the Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ						x
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

The motion passed.

APRIL 6, 2016

Chairman Petillo requested a motion to approve the Open and Closed Minutes for the February 17, 2016 Authority Meeting.

Minutes approval for 2-17-16 Authority Meeting						
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.

Chairman Petillo noted that the Open and Closed Minutes for the March 2, and March 16, 2016 meetings have been emailed to the Commissioners for their review.

7. BUSINESS

- a. Executive Session (moved to after Public Comments)
- b. Wastewater Program

Superintendent's Report

The New Jersey Water Environmental Association has requested that the SCMUA sponsor a Water and Wastewater Seminar on June 13, 2016 at the Sussex County Public Safety training Academy in Frankford. The SCMUA has done this for the past 14 years and allows for local operators and technicians obtain required hours for maintenance of licenses.

Authorizing SCMUA to host NJWEA Seminar in June 2016						
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 reviewed the Frankford Township Water Quality Management Plan Amendment which proposes 17 additional lots to add to be included in the approved Sewer Service Area. The Amendment was prepared by Frankford Township Engineer Harold Pellow and was now seeking SCMUA endorsement. Tom Varro explained that the minor comments that he had regarding a discrepancy on the flow numbers, which shall be rectified after his pending conversation with Mr. Pellow.

Res # 16-073 SCMUA Statement of Consent for proposed WQMPA for Frankford Twp. SSA (as revised)						
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			

APRIL 6, 2016

#16-073 RESOLUTION RE: AUTHORIZING SCMUA STATEMENT OF CONSENT FOR THE PROPOSED WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT ENTITLED: FRANKFORD TOWNSHIP SEWER SERVICE AREA AMENDMENT

Administrator’s Report

Administrator Hatzelis gave a status update on the Upper Wallkill Series 2008 bond refunding. He explained the 2008 Series A and Series B bonds refunding, based on a recent analysis would result in an approximate savings of \$3.5 million. Approval was received from the Local Finance Board and Authority Professionals are preparing information required and anticipated refunding in early May. Discussion re: meeting with Vernon Township officials regarding how and when these savings will impact their future bonds/loans to the Authority.

Mr. Hatzelis reported on correspondence received from Sparta Township regarding Authority consideration to establish a Connection Fee Hardship Program, similar to Vernon Townships. Mr. Hatzelis reviewed the criteria and prerequisites for approval of those requesting hardship payment schedules. Discussion re: local approval beforehand; transfer of ownership; billing process and prior examples.

c. Solid Waste Program

Superintendent’s Report

Superintendent Sparnon gave an update on the E-Waste Program and indicated that he received a confirmation e-mail approving the terms and conditions of the Memorandum of Understanding. Mr. Sparnon noted that the process will begin to move the current Authority’s stockpile offsite and to work with the vendor to establish 2 or 3 E-Waste Event dates for 2016 for the public and municipalities to dispose of E-Waste. Commissioners direct Mr. Sparnon to try to schedule 3 dates for 2016.

Superintendent Sparnon will report on the Household Hazardous Waste bids after Executive Session discussions.

Chief Engineer’s Report

Mr. Varro reported that he received the Final Permit from the NJDEP approving the landfill expansion project. He noted that the project is currently in the queue for the Environmental Infrastructure Financing Program for 2017. Discussion continued on timeline and the leachate force main project. It was noted that a flyover is required along Route 94 for the leachate force main and the time is ideal due to bare trees. Authorization to proceed was provided.

Authorizing flyover for leachate force main at a cost of \$2,871.00						
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.

APRIL 6, 2016

At 2:25 p.m. Commissioner Perez recused himself from the meeting and left the room during discussions regarding the County Solar Program.

Mr. Varro reported that the County's Solar Consultants have been in contact with him regarding assessment of the SCMUA Solid Waste Facility for the potential installation of Solar Panels. He reviewed the previous decision of the Authority to not participate. Tom Varro also reviewed an Electrical Supply Contract that the Authority has through an Energy Aggregate which yields a favorable per kilowatt charge. Discussions continued concerning certain NJDEP regulations regarding SCMUA land use and wetlands, as well as future site plans for the Solid Waste Facility. Commissioners direct to not move forward with Solar Panel installation.

Commissioner Perez reentered the meeting at 2:33 pm

Administrator's Report

Mr. Hatzelis reviewed updated tonnages and revenues for the Solid Waste Facility from December 1st – March 31st. Compared to the same time period last year, tonnages are up 9.3% and revenues are up 12%. He noted this is the first significant increase in the past 2 or 3 years, he speculated on reasons for this upswing, which seems directly related to the start of the SCMUA's Enforcement Program.

d. General Authority Business

Administrator's Report

Mr. Hatzelis reminded the Commissioners to file their Financial Disclosure Form online. An email was forwarded from the County Clerk's Office with instructions to do so by April 30th.

e. Personnel Matters

Wastewater Superintendent's Report

Mr. Nugent reported that he received a notice of retirement from Larry Smith, a 26 year employee of the Wastewater Treatment Plant.

Acceptance of retirement from Larry Smith and wish him well						
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). This document was previously emailed to the Authority for review.

FCA for 4-6-16						
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			

#16-074 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

Chairman Petillo opened the meeting to public comment. Mr. Jesse Wolosky from Sparta Township spoke to the Board with concerns regarding the SCMUA Solid Waste Scale System. He explained that he has been in and out of the SW Facility and the weight of his vehicle varies by 20 lbs on the outbound scales, which would result in an approximate \$1.20 overcharge. Administrator Hatzelis noted that the truck scales are inspected and certified by Sussex County Weights and Measures twice a year and do in fact have a +/- scale tolerance of 20 lbs. The staff will run their own tests tomorrow to re-check system.

Mr. Petillo closed the meeting to public comment and called for a short meeting break at 2:46 pm

Meeting reconvened at 2:56 pm

At 2:56 p.m. Commissioner Madsen 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 noted Closed Session to be approximately 10-15 minutes.

#16-075 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:13 p.m. Commissioner Cocula moved to adjourn the Closed Session, seconded by Commissioner Meyer. On voice vote: Ayes (6); Nays (0). The motion passed.

Chairman Petillo indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session included: Solid Waste Enforcement Agreement; Contract #16-01 Household Hazardous Waste Bids; Paulinskill Budget request for USF&WL sampling and Personnel Matter. When the need for confidentiality of these matters no longer exists they will be opened to the public.

Commissioners move to authorize \$3,000 increase to Task 2 for Water Sampling for the Paulinskill Project, due to point of sampling locations and access issues.

Budget increase of \$3,000 for Water Sampling Requirements.						
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.

Commissioners motion to accept Staff and Counsel's recommendation to award Contract #16-01 Household Hazardous Waste Events to Maumee Express.

Res# 16-076: HHW Contract 16-01 Award to Maumee Express						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ						x
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE			x			

#16-076 RESOLUTION RE: AUTHORIZING AWARD FOR SCMUA CONTRACT 16-01 HOUSEHOLD HAZARDOUS WASTE DISPOSAL EVENT(S) TO MAUMEE EXPRESS, INC AND DECLARING BID OF CARE ENVIRONMENTAL CORP. NON-RESPONSIVE

Commissioners authorize hiring of Howard Goodrich as Wastewater Plant Attendant.

Res # 16-077: Appointment of H. Goodrich to Wastewater Plant Attendant						
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			

#16-077 RESOLUTION RE: APPOINTMENT OF WASTEWATER PLANT ATTENDANT, HOWARD GOODRICH

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Cocula made a motion to give Commissioner Dietz an excused absence, seconded by Commissioner Meyer. On voice vote: Ayes (6); Nays (0). The motion carried.

Commissioners were glad to hear that the E-Waste issues were resolved and that we have received the final permit for the Landfill Expansion Project.

APRIL 6, 2016

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Andrea Cocula, Secretary