

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON MAY 4, 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 3:03 p.m.

The following were present: Commissioners Perez, Madsen, Petillo, Dietz, Cocula, 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 Meyer

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 Madsen. On 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 Drake moved the approval of the Consent Agenda, seconded by Commissioner Cocula. 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 April 20, 2016 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on April 21, 2016.

PASS Report for 4-20-16 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			
KARL MEYER						x
JOHN DRAKE		x	x			

The motion passed.

MAY 4, 2016

Chairman Petillo noted that the Open and Closed Minutes of April 6, 2016 Authority Meeting have been emailed to the Commissioners for their review.

7. BUSINESS

a. Executive Session

No need for Executive Session discussions for this meeting.

b. Wastewater Program

Superintendent's Report

Administrator Hatzelis and Superintendent Nugent reviewed a request from Branchville Mayor Frato to enter into a Shared Services Agreement for Branchville Collection System operations and maintenance services. Discussions began regarding precedence for other local systems, and the difficulties the limited Staff would have during emergency situations or heavy rain events. The SCMUA Wastewater Plant would have to take precedent, and would be short handed. It was recommended that Branchville train a person on their own DWP staff or hire an operator for wastewater plant services. The Authority is always willing to help in any emergencies and with questions regarding operations.

Chief Engineer's Report

Mr. Varro reviewed the discussions at the Construction Review Committee Meeting that was held just before the Authority Meeting. He began with an update on the Landfill Life Extension Project, which is expected to be below budget. Mr. Mark Swyka attended the CRC Meeting regarding additional work and design status. The Project is approximately 97% complete, certain modifications may be considered as the budget allows for, as well as additional scope items. Cornerstone will provide additional information regarding a questioned invoice. A meeting/site visit is scheduled with the NJEIT/NJDEP for Thursday, May 12th. Tom Varro will report further after that meeting.

Mr. Varro also reviewed the discussions regarding the daily amount of cover soil being utilized at the Solid Waste Facility and noted that the permit modifications allow for less cover material along with the use of the tarp on weekends and slope modifications. He reviewed the numbers and data. Operations staff will be monitoring daily cover material usage, and will report back quarterly regarding landfill operations and potential savings for maximizing cover soil stockpile.

Mr. Varro gave a status update on the Paulinskill Projects and indicated the Plant Project (PRC-101) is approximately 83% complete. There is a delay in the delivery of the motor control panel, however water testing should start in July, which shall coincide with the local Branchville System construction completion. Contract PRC-102 (Recharge Beds) has been completed, and the last item for project PRC-103 is a new concrete pad for the generator. John Hatzelis reported that he and Mr. Varro are meeting with the USDA on Tues, May 10th to discuss grant/loans, as well as utilization of the contingency funding for possible pole barn and wastewater treatment driveway improvements. Mr. Nugent also indicated that a Notice to Connect should be issued to homeowners and the Borough in September 2016.

MAY 4, 2016

Mr. Varro reported that Mott MacDonald is continuing to move forward with the plans and specifications for the MicroStrainer installation. Project schedule to be prepared and hopefully initiate construction in March 2017.

Administrator's Report

Mr. Hatzelis indicated that he intended to present a Resolution regarding the review from the Local Finance Board findings regarding the Wastewater 2008 bond refunding, however, he has not received the information from Bond Counsel. He reported that the Market is still favorable and a S&P rating of AA+ was confirmed for the County of Sussex. The necessary documentation should be received for the next meeting scheduled for May 18th.

Administrator Hatzelis reported on the meetings with Vernon Township Officials and Vernon Township MUA officials over the past two weeks, Chief Engineer Varro, Wastewater Superintendent Nugent and Commissioners Madsen and Drake attended. John Hatzelis further indicated that tours were given of the Upper Walkkill MBR Wastewater Treatment Plant, and discussions included history of Vernon Project and consolidated Service Contract, future debt service and pending bond refunding. Discussions continued regarding overall effectiveness of the meetings and information given and was noted that Freeholder Graham promoted the meetings between the Authority and Vernon Twp/MUA officials.

Mr. Hatzelis reported that correspondence was received from Vernon Township regarding the Vernon VFW connection fee. It was requested that the Authority forego the 60% Vernon Rate Stabilization portion of the VFWs connection fee, and the remaining 40% be paid to the SCMUA. Mr. Hatzelis reviewed the Rate Stabilization Fund, discussions followed with the Commissioners questioning the total EDU count for the VFW, total connection fees for town center to date and hardship program option. Staff will gather additional information on up to date EDU count for the next meeting.

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on the Energy/Earth Day Event held on Thursday, April and all went very well. He indicated that over 350 students attended and the Vendors and professionals did a wonderful job with their learning stations. The Walkkill River Watershed Management Group organizes the event every year, along with Recycling Coordinator Reenee Casapulla and it gets better and better each year.

Administrator's Report

Mr. Hatzelis reported on the latest Tonnage Data which continues to be in an upward swing. He reviewed each Waste Class with a total tonnage increase of 9.1% compared to the same time frame from last year. However, he noted there was a spike in ID27 soils due to the Paulinskill Project, but when removing the ID27, the increase is adjusted to 5.1%. This increase in tonnage equates to a 7.2% increase in revenues compared to last year. The SCMUA Enforcement Program has been active and hopefully this is the reason for the increases in tonnage and revenues, Enforcement Officer Ed Lyon will be at the next meeting to give an activity report. Discussions continued regarding correlation between increase in Cavalier tonnage from Sussex County and the Authority's increased tonnage. Mr. Hatzelis will review Cavalier's April tonnage report, which should be received mid-May and noted Cavalier

MAY 4, 2016

Sussex County tonnage increased dramatically after Cavalier took over operation, may be hard to compare prior to 2015.

Mr. Hatzelis gave a status report on the Enforcement Agreement in which he received an email from NJDEP Knute Jensen that stated the Agreement shall be certified in accordance with previous email, and a letter should go out next week.

8. Payment of Bills

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

FCA for 5-4-16 as revised (minus PO# 74244)						
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			

#16-080A RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

Chairman Petillo opened the meeting to Public Comment. There were no comments from the public, he closed the meeting to Public Comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Cocula made a motion to give Commissioner Meyer an excused absence, seconded by Commissioner Madsen.

FCA for 5-4-16 as revised (minus PO# 74244)						
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.

Commissioners commended the Staff on their work at the Earth Day Event.

11. ADJOURN

Commissioner Drake moved to adjourn the meeting, seconded by Commissioner Madsen. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 3:43 p.m.

Respectfully submitted,

Andrea Cocula, Secretary