

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JANUARY 20, 2021 AT THE AUTHORITY'S ADMINISTRATION BUILDING, LAFAYETTE, NEW JERSEY

1. CALL TO ORDER; ROLL CALL; PLEDGE OF ALLEGIANCE

The Teleconference Meeting was called to order at 3:00 p.m.

The following were present: Chairman Drake, Vice Chairman Meyer\*, Commissioners Petillo, Madsen\*, Cocula, Dietz\*(3:05 p.m.), Perez, Finkeldie\*, Executive Director Varro, Comptroller Timothy Day\*, Chief Engineer Sesto, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Phillips\*, General Counsel Napolitano\*, Special Counsel Prol\*, and Recording Secretary Tara Kronski, Solid Waste Enforcement Officer Ed Lyon

\*Attended the meeting remotely due to State Executive Orders regarding COVID-19.

Absent: Commissioner Dabinett

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. (Call-in information was noticed prior on website for public participation.)

3. OPEN TO PUBLIC COMMENT

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

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Final Agenda. Executive Director Varro requested to move SW Enforcement Officer Lyon's Report to the beginning of the Business portion of the Agenda. Commissioner Finkeldie, moved the Final Agenda as amended, seconded by Commissioner Cocula. On voice vote: Ayes (7); 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 (7); Nays (0). The motion carried.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the January 6, 2021 Pending Action Summary Sheets (PASS) to the County Commissioners Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Perez motioned to approve, seconded by Commissioner Cocula. On voice vote: Ayes (7); Nays (0). The motion carried.

There were no minutes up for approval at this meeting.

The Open and Closed Meeting Minutes for December 2, 2020 were distributed for Commissioners' review.

7. BUSINESS

Commissioner Dietz entered the meeting at 3:05 p.m.

Chairman Drake gave the meeting floor to SW Enforcement Officer Ed Lyon to report on the 2020 Solid Waste Enforcement activities at the Authority. Mr. Lyon reported on the number of containers tracked and brought here to the SW Facility, and open investigation cases. There has been a 108,059 increase in tonnage compared to last year in direct correlation with the enforcement program. Assessment fees for 2020 have totaled \$261,000, which is an increase from last year. Mr. Lyon also reported on the program for fines for non-paying "runners", which totaled \$544.00. Commissioners thanked Mr. Lyon for his report and on a job well done enforcing the Flow Control rules and regulations for Sussex County.

a. Executive Session

At 3:15 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Meyer. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Drake noted the Closed Session should be approximately 40 minutes and discussions shall include: North Berm Contract Status, Solid Waste Issue, RFPs for 2021 Professional Services, Sewer Service Contracts, and Personnel Matters.

**#21-022** RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:55 p.m. Commissioner Perez moved to adjourn the Closed Session, seconded by Commissioner Finkeldie. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: North Berm Contract Status, Solid Waste Issue, RFPs for 2021 Professional Services, Sewer Service Contracts, and Personnel Matters.

b. Wastewater Program

**Superintendent's Report**

Mr. Phillips gave a status report on the condition of the County Homestead Wastewater Facility. The County owns the plant, the Authority operates it. The plant is in poor physical condition. Mr. Phillips reviewed the necessary upgrades in order to stay compliance and operating. It was noted that the intention of the County is to eventually turn it in to a pump station to flow to the Paulinskill Plant, however the local Water Quality Management Plan needs to be updated/revised, and that process has not started.

**Chief Engineer's Report**

Mr. Sesto gave a report on the removal of the Underground Storage Tanks, and the installation of the Above Ground Storage Tanks for the Upper Walkkill, which is not complete. The Contractor is moving on to the Franklin Pump Station, and then the Hamburg Pump Station for installation and removal. New fueling stations are working very well, and as soon as projects are complete, the Authority's insurance company shall be notified.

**Comptroller's Report**

Mr. Day reported on the Septage, Sludge and Hauled Sewage volumes/revenues through December 2020. Sludge is at 10% of projected revenues, Septage at 8%, and Hauled Sewage is 5%. He also noted that \$48,042.00 in Connection fees have been received for December 2020.

c. Solid Waste Program

**Superintendent's Report**

Mr. Lyon's Solid Waste Enforcement Report was given at the beginning of the business agenda.

Solid Waste Superintendent Morris reported that the new main inbound scale has been installed and is running exceptionally well with no issues.

Mr. Morris indicated that the new ramp to the North Berm was installed on January 14<sup>th</sup> and the new working face cell is being utilized.

Mr. Morris explained that due to the recent high volume of rain events, as well as the ongoing leachate force main installation project, there is a need to reduce the volume in the Leachate Storage Tank. He opened discussions with Commissioners to notice them for upcoming overtime hours to haul tankers to transport leachate to the Upper Wallkill on weekdays, as well as Saturdays. Commissioners acknowledged the need, which would be at least for 30 days, until caught up.

**Executive Director/Chief Engineer's Report**

Mr. Varro reported on the status of the Landfill Life Extension/Infrastructure Relocation Project, noting that the funding application was submitted to the Local Finance Board on this date. We are awaiting their response which should be received by February 10<sup>th</sup>. Bids have been advertised and are being provided to requestors. A recommendation for conditional award is anticipated.

**Chief Engineer's Report**

Mr. Sesto gave a status on the Leachate Force Main Pump Station project. Installation of the pipeline is scheduled to begin next week. The work within the landfill will begin in the Spring.

d. General Authority Business

**Comptroller's Report**

Comptroller Day reported that a resolution was prepared for appoint a Public Agency Compliance Officer for 2021. The resolution reappoints Mr. Day as the PACO. Commissioner Cocula moved the appointing resolution, seconded by Commissioner Meyer. On voice vote: Ayes (9); Nays (0); Abstain (0). The resolution passed.

**#21-023** RESOLUTION RE: AUTHORIZING ANNUAL APPOINTMENT OF A PUBLIC AGENCY COMPLIANCE OFFICER (PACO) FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) - 2021

e. Personal Matters

**Solid Waste Superintendent’s Report**

Mr. Morris referred to discussions in Executive Session regarding the hiring of candidates for open positions. He introduced a resolution to hire Kerry Day to the position of Solid Waste Heavy Equipment Mechanic. Commissioner Madsen moved to approve the resolution for hire, seconded by Commissioner Dietz. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie; Nays (0); Abstain (0). The resolution passed.

**#21-024** RESOLUTION RE: APPOINTMENT OF KERRY DAY TO THE POSITION OF SOLID WASTE HEAVY EQUIPMENT MECHANIC

**Executive Director’s Report**

Mr. Varro introduced a resolution to hire Dawn Latinicsics as the County Recycling Coordinator to fill a vacancy due to Reenee Casapulla’s upcoming retirement. Commissioner Dietz moved the resolution, seconded by Commissioner Meyer. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Meyer, Perez, Finkeldie; Nays (0); Abstain (0). The resolution passed.

**#21-025** RESOLUTION RE: APPOINTMENT OF DAWN LATINCSICS AS SCMUA/COUNTY RECYCLING COORDINATOR

8. Financial Transactions

a. Payment of Bills

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

Res #21-026 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN			x			
COCULA			x			
DIETZ			x			
DRAKE			x			
MEYER		x	x			
PEREZ			x			
FINKELDIE	x		x			
DABINETT						x

**#21-026** RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Perez commented to the Board and Staff that he was grateful for his opportunity to serve and work with the Commissioner Board. He thanked the Board and SCMUA Staff for their work and efforts at the SCMUA, including the wonderful work done by the WRWVG.

Commissioners thanked outgoing Commissioner Dan Perez for his service and contributions as a Board member to the Authority and to County ratepayers. All wished him the best in his future endeavors.

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Commissioner Cocula moved to give Commissioner Dabinett an excused absence, seconded by Commissioner Finkeldie. On voice vote: Ayes (8); Nays (0). The motion passed.

11. ADJOURN

At 4:20 p.m. Commissioner Perez moved to adjourn the meeting, seconded by Commissioner Meyer. On voice vote: Ayes (8); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary