

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 15, 2020 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, Commissioners Petillo, Madsen*, Cocula, Dietz*, Perez*, Finkeldie*, Dabinett*, Executive Director/Chief Engineer Varro, Comptroller Timothy Day, Senior Project Engineer Sesto, Solid Waste Superintendent Jonathan Morris*, Wastewater Superintendent Angelo Baron, General Counsel Napolitano*, Special Counsel Prol*, and Recording Secretary Tara Kronski

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

Absent: Vice Chairman Meyer

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. He closed the meeting to public comment. (Call in information was noticed prior on website for public participation.)

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Commissioner Cocula moved the Final Agenda, seconded by Commissioner Dabinett. On voice vote: Ayes (8); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Madsen moved the approval of the Consent Agenda, seconded by Commissioner Dietz. No discussions requested. On voice vote: Ayes (8); Nays (0). The motion carried.

6. MINUTES

Chairman Drake requested a motion to approve/acknowledge the email distribution of the July 1, 2020 Pending Action Summary Sheets (PASS) to the County Freeholder Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Dietz motioned to approve, seconded by Commissioner Finkeldie. On voice vote: Ayes (8); Nays (0). The motion carried.

Approval of the Open and Closed Minutes for the June 3, 2020 Authority Meeting was motioned by Commissioner Cocula, seconded by Commissioner Dabinett. On voice vote: Ayes (8); Nays (0). The motion carried.

7. BUSINESS

a. Executive Session

At 3:05 p.m. Commissioner Madsen moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Dietz. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Drake noted the Closed Session should be approximately 50 minutes and discussions shall include: Landfill Gas to Energy Contract Matters, Leachate Pump Station/Force Main Contract #446, and Personnel Items.

#20-127 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:20 p.m. Commissioner Dabinett moved to adjourn the Closed Session, seconded by Commissioner Cocula. 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 Landfill Gas to Energy Contract Matters, Leachate Pump Station/Force Main Contract #446, 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

Superintendent Baron reported on Paulinskill Operations and noted that flows at the plant are improving at approx. 57,000 gpd, and daily cleanings are ongoing. Replacement membranes are scheduled for Monday. Mr. Sesto is coordinating with contractor, Kubota, to handle the delivery/unloading of the larger parts/items.

Mr. Baron reported that correspondence was sent to 208 PAC appointing Joseph Sesto as the new at-large representative for the SCMUA, with Timothy Phillips, WW Operations Manager as the alternate. Last meeting was held in February 2020.

Senior Project Engineer's Report

Mr. Sesto reported on proposals he received for paving projects at the Upper Wallkill Facility. They are all under budget for FY2020. Richard Cosh Excavating, Inc. submitted the lowest bid at \$43,850.00, which is also under the bid threshold. Discussions confirmation of paving locations and noted total of 14,500 sq. ft. of milling and paving. A motion made to award paving contract to Richard Cosh Excavating, seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion passed.

Mr. Sesto reported on the Underground Storage Tanks that need replacement at the Upper Wallkill Facilities and Pump Stations. Information was sent prior to the meeting for review of an updated proposal and outline of tasks submitted by Petro Mechanics. Mr. Sesto noted all equipment shall be purchased under State Contract and onsite inspections done in-house. Mr. Sesto noted the contract amount submitted by Petro Mechanics was \$409,930.00 which is \$40,070 under budget for project allocation. Commissioner Cocula moved the project

award to Petro Mechanics, seconded by Commissioner Madsen. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion passed.

Comptroller's Report

Mr. Day reported on the Sludge, Septage, and Hauled Sewage data through June 30. Sludge number have end of June has increased 78% above budget, septage 61% and Hauled sewage trending downward. Mr. Day indicated that totals are still over budgeted amounts for FY2020. Three new connection fees were processed with a total of \$ 118,581.00, well over budgeted amount.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reported that the staff is preparing for the Paper Shred Event scheduled for Friday July 17th. He noted heavy participation is expected, and they will be ready. He also noted the E-Waste Event is scheduled for July 24th and the vendor and SCMUA staff have been coordinating for this event.

Mr. Morris reported on the effects of a national coin shortage to SCMUA operations at the scale houses. The Solid Waste Facility needs to be prepared if we are unable to obtain change from the Bank. Mr. Morris proposed to enact a no cash transaction policy and only accept credit cards and checks, if necessary. Discussions ensued regarding options and credit card bank fees, which were confirmed by Comptroller Day to be minimal and it was agreed to instill the policy, temporarily, if change shortage does become an issue.

Executive Director/Chief Engineer's Report

Mr. Varro gave an update on Landfill Life Extension Project. ARM Engineering Consultants have been working with Staff and are on schedule for final plans and specification on September 9th. Mr. Ben Allen is updating the Engineer's Estimate with unit pricing used in recent bid submittals to be more accurate. Mr. Varro will continue to report on progress.

Senior Project Engineer's Report

Mr. Sesto gave a status report on the North MSE Berm project, noting all the agreements have been executed by SCMUA and Tomco. Preconstruction meeting to be held tomorrow, with site visit scheduled for July 21st. Any and all open items will be addressed.

Mr. Sesto reported on the July 14th bid opening for SCMUA Contract #446 Leachate Pump Station/Force Main and as discussed, the lowest bid received was from Tomco, Inc for to total bid price of \$5,498,098.00. He prepared a resolution for award contingent upon final Attorney review and NJ I-Bank approval. Commissioner Cocula moved the award resolution for #446 to Tomco, Inc., seconded by Commissioner Finkeldie. On roll call: Ayes (8) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Perez, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-128 RESOLUTION RE: CONDITIONALLY AWARDING LEACHATE PUMP STATION AND FORCE MAIN PROJECT FOR CONTRACT #446 TO TOMCO CONSTRUCTION, INC.

Commissioner Perez left the meeting at 3:45 p.m.

Comptroller’s Report

Mr. Day reported on Solid Waste Tonnages and Revenues for FY2020 through June 30, 2020. He reported that tonnages have increased 0.2% compared to 2019 for the same time period. Tonnage has increased, but landfill is filling faster.

Mr. Day gave a status update regarding the new scale software, which set to go live on July 29th. The vendor is scheduled to conduct Staff training for each day for that week, and will work out any issues while they are here. The Scalehouse has been overlapping the new system with the old, and the weighmasters are familiar with the program.

e. Personnel Matters

Executive Director/Chief Engineer’s Report

Mr. Varro presented a resolution to appoint Wastewater Chief Operator Timothy Phillips to Acting Wastewater Superintendent, as discussed in Executive Session. Mr. Dietz moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Finkeldie, Dabinett; Nays (0); Abstain (0). The resolution passed.

#20-129 RESOLUTION RE: APPOINTMENT OF ACTING SUPERINTENDENT OF WASTEWATER FACILITIES

Mr. Varro requested authorization to advertise for vacant position of Wastewater Plant Chief Operator to replace Mr. Phillips. Also, to authorize DeBlock Associates to provide S-4 licensing requirements and consulting services. Commissioner Cocula moved to authorize position advertisement, and to contract with DeBlock Associates, seconded by Commissioner Dietz. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Dietz, Drake, Finkeldie, Dabinett; Nays (0); Abstain (0). The motion passed.

Mr. Varro presented a Declaration of Appreciation for Superintendent of Wastewater Facilities, Angelo Baron, who will be retiring from the Authority after over 16 years of service. The Commissioners expressed their appreciation for Mr. Baron and wished him luck, health and happiness in his retirement years.

#20-130 RESOLUTION RE: APPOINTMENT OF ACTING SUPERINTENDENT OF WASTEWATER FACILITIES

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 #20-131 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN		x	x			
COCULA	x		x			
DIETZ			x			

DRAKE			x			
MEYER						x
PEREZ						x
FINKELDIE			x			
DABINETT			x			

#20-131 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioner Meyer an excused absence for today’s meeting, seconded by Commissioner Dietz. On voice vote: Ayes (7); Nays (0). Commissioners again, thanked and congratulated Angelo Baron for his service and dedication to the Authority.

Mr. Baron thanked the Commissioners and wished them all the best, and credited both the Staff and Commissioners as a good team for their concern of the employees and the citizens/ratepayers of Sussex County.

11. ADJOURN

At 4:00 p.m. Commissioner Madsen moved to adjourn the meeting, seconded by Commissioner Dabinett. On voice vote: Ayes (7); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary