

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JULY 19, 2017 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 Madsen, Vice Chairman Drake, Commissioners Perez, Dietz, Cocula, Meyer and Petillo and Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol and Recording Secretary Kronski

Public: Shawn Russell of TK Designs; Will Thayer of Laddey Clark & Ryan

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Madsen 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

No public comment.

4. AGENDA APPROVAL

Commissioner Dietz moved the approval of the Agenda, seconded by Commissioner Drake. Recommendation was made to move Executive Session to the back of the Agenda to accommodate public present and noted that motions are to be taken afterwards on Personnel Items; motion amended. On voice vote: Ayes (7); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Drake moved the approval of the Consent Agenda, seconded by Commissioner Dietz. No discussions requested. On voice vote: Ayes (7); Nays (0). The motion carried.

6. MINUTES

Chairman Madsen requested a motion to approve/acknowledge the distribution of the June 21, 2017 Pending Action Summary Sheet (PASS), which was emailed to the Freeholder Board on June 22, 2017.

PASS Report 6-21-17						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ					x	
JOHN DRAKE	x		x			
TOM MADSEN			x			
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed.

Chairman Madsen noted there were no minutes for approval at this meeting.

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Minutes distributed to Commissioners for review were Open and Closed for June 7, 2017 and June 21, 2017.

7. BUSINESS

- a. Executive Session moved to after 9. Public Comment portion of Agenda
- b. Wastewater Program

Superintendent's Report

Wastewater Superintendent Baron reported on the status of the Paulinskill Facilities and noted that there have been 295 sewer connections to date and flow is approximately 43,000 gallons per day on weekends. There have been no operating issues and Mr. Baron indicated that the Contractor has completed installation of the pump and the dehumidifier has been delivered. Last items still pending is receipt of Operations and Maintenance Manual and installation of the dehumidifier.

Mr. Baron reported on Contract #454 Upper Walkkill Microstrainer Replacement and noted that the microscreen was delivered and installation is proceeding with no issues to date.

Wastewater Superintendent Baron reported on the 2017-2018 Chemical Bids opened on June 15th that have been reviewed and award recommendations made. There are three resolutions that have been prepared to award Contracts #17-5 (Ferric Chloride), #17-6 (Hydrogen Peroxide) and #17-7 (Potassium Permanganate).

Resolutions for Contract Award for #17-5; #17-6 and #17-7						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#17-104 RESOLUTION RE: AUTHORIZATION TO AWARD SCMUA CONTRACT #17-5 FOR FERRIC CHLORIDE SOLUTION

#17-105 RESOLUTION RE: AUTHORIZATION TO AWARD SCMUA CONTRACT #17-6 FOR POTASSIUM PERMANGANATE POWDER

#17-106 RESOLUTION RE: AUTHORIZATION TO AWARD SCMUA CONTRACT #17-7 FOR HYDROGEN PEROXIDE 50% SOLUTION

Chief Engineer’s Report

Mr. Varro introduced Mr. Shawn Russell from TK Design Associates to review a proposal for potential installation of Verizon Cell Tower at the Upper Wallkill Facility. Mr. Russell made a presentation and indicated where the tower was to be constructed, reviewed the generic bid process for leasing of land and described a required Phase 2 Environmental Assessment, including soil and water samples. Discussions ensued regarding collection of revenues, which is usually negotiated between the owner and the carrier. The SCMUA would need to bid this public works job.

Motion: To authorize the preparation of bid specifications for a lease agreement for installation of Verizon Cell Tower on Upper Wallkill Facility property and approval to conduct a Phase 2 environmental assessment.						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE	x		x			
TOM MADSEN			x			
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
KARL MEYER			x			
RONALD PETILLO			x			

The Motion Passed.

Chief Engineer Varro reported on a meeting held with Sussex Borough Officials, at their request, to discuss Connection Fees and Sewer Service Agreement. Mr. Varro referred to a prepared memorandum summarizing discussions, and further noted the points of discussion that included Wantage Township Developments along Route 23 that may possibly hookup to the Sussex Borough Forcemain. He reviewed the wastewater situation for Biscak Properties, Mainland Development and Rachel Manor. The Hardship Payment Plan, which has been established in both Vernon and Sparta Township, is also an option for consideration by Sussex Borough. It was explained that local approval into a hardship payment plan is a prerequisite for SCMUA hardship consideration. Discussions continued regarding the Sussex Borough Sewer Service Agreement and the need for a larger user base to lower sewer rates for Sussex Borough participants, as well as dealing with high Debt Service for Sussex Borough water and sewer infrastructure.

Administrator’s Report

Mr. Hatzelis proudly reported that the Wallkill River Watershed Group was awarded a \$177,550 grant from the National Fish and Wildlife Foundation to provide funds for ongoing efforts with water quality for the Paulinskill Watershed. He also noted that two resolutions have been prepared for cost sharing with two local farmers to help with costs to instill Best Management Practices to improve water quality in regard to stormwater/runoff control. Commissioners congratulate the WRWWMG and shall have the full support of the Board for their efforts. Commissioner Cocula moved both resolutions, seconded by Commissioner Perez.

Res#17-107: Authorize a cost sharing agreement between SCMUA-WRWMG with R. Sova for \$14,384.04 provided by grant award from USDA-NRCS						
Res#17-108: Authorizing a cost sharing agreement between SCMUA-WRWMG and J. Jorritsma for \$1,082.60 provided by grant award from USDA-NRCS						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ		x	x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#17-107 RESOLUTION RE: AUTHORIZING THE EXECUTION OF A COST SHARING AGREEMENT WITH ROY SOVA, OPERATOR OF ROY SOVA BEEF FARM IN WANTAGE TOWNSHIP TO IMPLEMENT BEST MANAGEMENT PRACTICES IN COLLABORATION WITH A USDA-NRCS FARM BILL FUNDING PROGRAM (EQIP)

#17-108 RESOLUTION RE: AUTHORIZING THE EXECUTION OF A COST SHARING AGREEMENT WITH JAN JORRITSMA, OPERATOR OF IDEAL FARM AND GARDEN IN LAFAYETTE TOWNSHIP TO IMPLEMENT BEST MANAGEMENT PRACTICES IN COLLABORATION WITH A USDA-NRCS FARM BILL FUNDING PROGRAM (EQIP)

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on the bid received for Contract #17-03 for the replacement of the Solid Waste Facility's Water Truck and Fuel/Lube Truck. He reviewed only bid received from Cambria Automotive for \$210,226 for Fuel/Lube Truck and \$145,200 for Water Truck, which both came in lower than budgeted amount. Discussion ensued regarding reasons only one bid received, technical bids were "or equal". General Counsel and staff reviewed bid and it was acceptable.

Res #17-109: Awarding Contract #17-03 for Furnish and Delivery of Lube/Fuel Truck and Lube Truck						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			X			
JOHN DRAKE		x	X			
TOM MADSEN			X			
WAYNE DIETZ			X			
ANDREA COCULA	x		X			
KARL MEYER			X			
RONALD PETILLO			X			

#17-109 RESOLUTION RE: AUTHORIZING THE AWARD TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER FOR CONTRACT NO. 17-03 FOR THE FURNISH AND DELIVERY OF ONE NEW HEAVY DUTY LUBE/FUEL TRUCK AND ONE NEW HEAVY DUTY WATER TANK TRUCK FOR THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY'S SOLID WASTE FACILITY

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Chief Engineer's Report

Mr. Varro updated the Commissioners on the progress of Contract #444 and also reviewed Change Order #1, which was discussed at the last meeting. He noted that the Change Order will not change the overall contract Substantial and Final Completion Dates. Total contract amount would increase by \$123,957.65; this includes four previously approved Work Change Directives. Mr. Varro added that the Liner is scheduled to be installed early August.

Res#17-110: Authorize C.O. #1 for Contract #444						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER		x	x			
RONALD PETILLO			x			

#17-110 AUTHORIZATION FOR CHAIRMAN TO EXECUTE CHANGE ORDER NUMBER 1 TO SCMUA CONTRACT NO. 444 – A. SERVIDONE/B.ANTHONY/BARBELLA JOINT VENTURE

Administrator's Report

Administrator Hatzelis gave a status report on the Leachate Force/Main Project and reviewed a 40 year cost projection and analysis of options to install the pipeline along a County owned abandoned railroad bed, or along Route 94. This analysis report was in addition to a Draft Feasibility Report prepared by the Authority's Engineer, Mott MacDonald, which was presented at the June 21, 2017 Authority Meeting. Both reports were discussed and questions were raised regarding maintenance and depreciation for both the trucking and pumping option being the same total in the 40 yr cost analysis. Mr. Hatzelis indicated he would look into this matter. Also discussed, was a list of project "unknowns" that may be discovered after start of construction which were listed in the Feasibility Report and may cause significant rise in project costs. Continued discussions related to pros and cons of whether or not to go ahead with the overall project. Mr. Hatzelis reported that when comparing the cost, over a 40 year period, on installation of forcemain along RR vs. status quo of hauling leachate, the cost estimates are \$11,150,438 to \$20,680,091, respectively. Further debate regarding project approval continued and it was moved that more information and clarity should be provided at the next meeting. Commissioner Perez motioned to table further discussions and decisions on the Leachate Force Main Project pending further information received. Motion seconded by Commissioner Dietz. On voice vote, Ayes (7); Nays (0); Abstain (0). The motion passed.

e. Personnel Matters

Personnel matters to be considered after Executive Session discussions.

8. Payment of Bills

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

Res: #17-111 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#17-111 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

At 4:14 pm Chairman Madsen called for a meeting break.

Meeting resumed at 4:20 p.m.

a. Executive Session

At 4:20 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Drake. On voice vote: (7) Ayes, (0) Nays, the motion carried. Chairman Madsen noted Closed Session approximate time should be for 30 minutes and discussions to include: Mt. Creek Bankruptcy and Personnel Matters. Chairman noted actions will be taken after Executive Session.

#17-112 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 4:55 p.m. Commissioner Perez moved to adjourn the Closed Session, seconded by Commissioner Cocula. On voice vote, Ayes (7); Nays (0); Abstain (0). The motion passed.

Chairman Madsen indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session were: Mount Creek Bankruptcy and Personnel Items. When the need for confidentiality of these matters no longer exists they will be opened to the public.

After Executive Session discussions the following motions were made:

Resignation of Solid Waste employee George Hall						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed

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Authorization to advertise for Chief Weighmaster Position						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE		x	x			
TOM MADSEN			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

The motion passed.

Res #17-113: Declaration of Appreciation for Darlene Dibble						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
JOHN DRAKE			x			
TOM MADSEN			x			
WAYNE DIETZ		x	x			
ANDREA COCULA	x		x			
KARL MEYER			x			
RONALD PETILLO			x			

#17-113 DECLARATION OF APPRECIATION FOR DARLENE DIBBLE

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioner Perez thanked Chief Engineer Varro for adjusting his Chief Engineer's Report as requested. Commissioners thanked Darlene Dibble for her 25½ years of service and wished her well in her retirement.

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (7), the motion passed. The meeting was adjourned at 4:58 p.m.

Respectfully submitted,

Andrea Cocula, Secretary