

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JUNE 19, 2019 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 Drake, Vice Chairman Meyer, Commissioners Perez, Dietz, Cocula, Madsen, and Dabinett, Administrator John Hatzelis, Executive Director/Chief Engineer Varro, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Special Counsel Prol, Sally Olson Laddey Clark & Ryan law clerk, Recording Secretary Tara Kronski.

Absent: Commissioners Petillo and Finkeldie

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.

4. AGENDA APPROVAL

Chairman Drake asked for a motion to approve the Agenda. Administrator Hatzelis requested to amend the Agenda to include Mt. Creek Update from Special Counsel Prol in Executive Session. Commissioner Meyer moved Agenda, seconded by Commissioner Cocula. On voice vote: Ayes (7); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Dietz 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 June 5, 2019 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Dietz motioned to approve, seconded by Commissioner Perez. On roll call vote: Ayes (6) Commissioners Perez, Meyer, Drake, Dietz, Cocula, Madsen; Nays (0); Abstain (1) Dabinett; Absent (2) Petillo and Finkeldie. The motion carried.

Commissioner Madsen moved the approval of the Open and Closed Minutes for the May 15, 2019 Authority Meeting, seconded by Commissioner Meyer. On roll call vote: On roll call vote: Ayes (6) Commissioners Perez, Meyer, Drake, Dietz, Cocula, Madsen; Nays (0); Abstain (1) Dabinett; Absent (2) Petillo, Finkeldie. The motion carried.

Distributed: Open and Closed Minutes for June 5, 2019 Authority Meeting.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Meyer. On voice vote: (7) Ayes, (0) Nays. The motion carried. Chairman Drake noted the Closed Session should be approximately 30 minutes and discussions shall include: Leachate PS/FM Right-of-way Acquisition, Mountain Creek Bankruptcy and Personnel Item.

#19-102 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:25 p.m. Commissioner Dabinett moved to adjourn the Closed Session, seconded by Commissioner Meyer. On voice vote: Ayes (7), Nays (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Leachate PS/FM Right-of-way Acquisition, Mountain Creek Bankruptcy and Personnel Item. When the need for confidentiality of these matters no longer exists, they will be opened to the public.

b. Wastewater Program

Superintendent's Report

Mr. Baron reported on recent NJDEP inspections at the Hampton Commons and Paulinskill Facilities, no violations were found at the facilities. A letter is forthcoming.

Executive Director/Chief Engineer's Report

Mr. Varro reported on the Sludge, Septage and Hauled Sewage Volumes and Revenue Reports over the past 6 months, which are over projections. Revenues are at \$414,977, Connection fees are at \$62,000 so far this year, an amount that was previously projected for the entire year.

c. Solid Waste Program

Superintendent's Report

Mr. Morris reviewed the recycling markets recent volatility and noted Recycling Coordinator Reenee Casapulla is in constant contact with vendors. The Authority is trying to get the most revenue from our dual stream product. Discussion regarding the contamination and unusable recyclable material of single stream recycling. The Authority separates fiber and commingled glass, bottles and cans which keeps the material clean and more easily marketable.

Executive Director/ Chief Engineer's Report

Mr. Varro reported on an illegal dump, that took place in 2015 on both the Methodist Church and SCMUA property. Mr. Varro and Mr. Morris surveyed the debris and coordinated with the owner of the Methodist Church to pay a contractor to clean up the hard to reach debris. The clean-up work is estimated to be one or two days. Commissioners discussed preparation of an access agreement, as well as, insurance requirements from contractor and owner. Commissioner Cocula moved the accept quote from the shared contractor for \$980 per day to remove debris, seconded by Commissioner Dabinett. On roll call: Ayes (7) Commissioners Madsen, Cocula, Dietz, Drake, Meyer, Perez, Dabinett; Nays (0); Absent (2). The motion passed.

d. General Authority Business

Administrator’s Report

Mr. Hatzelis reported that SCMUA Auditor Paul Cuva is waiting for pension order to complete the 2018 Audit. This pending information is the only finding for the comment and recommendation noted. The Audit was provided to all the Commissioners for review and Mr. Cuva will be attending the next Authority Meeting to review highlights of the Audit. Mr. Hatzelis noted Authority’s budgets are on the upside with revenues are up in all areas for fiscal year 2018.

Mr. Hatzelis presented a prescribed Local Finance Board group affidavit and resolution confirming the Governing Body has reviewed the General Comments and Recommendation sections of the 2018 Audit. Commissioner Cocula moved the Audit Resolution, seconded by Commissioner Dietz. On roll call: Ayes (7) Commissioners Madsen, Cocula, Dietz, Drake, Meyer, Perez, Dabinett; Nays (0); Absent (2). The motion passed.

#19-103 RESOLUTION RE: FY2018 ANNUAL FINANCIAL AUDIT

Mr. Hatzelis called attention to a handout from Security/Enforcement Officer Ed Lyon, which shows analysis of strengths and weaknesses regarding security at the Solid Waste Facilities. More to information to come at a future meeting.

e. Personnel

Executive Director/Chief Engineer’s Report

Mr. Varro reviewed a prepared resolution for the hire of Joseph Sesto as Senior Project Engineer upon favorable completion of physical exam.

#19-104 RESOLUTION RE: APPOINTMENT OF JOSEPH SESTO AS SENIOR PROJECT ENGINEER

8. Payment of Bills

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

Res #19-105: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO						x
MADSEN			x			
COCULA	x		x			
DIETZ		x	x			
DRAKE			x			
MEYER			x			
PEREZ			x			
FINKELDIE						x
DABINETT			x			

The motion passed.

#19-105 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Cocula moved to give Commissioners Petillo and Finkeldie excused absences, seconded by Commissioner Madsen. On Voice Vote: Ayes (7). The Motion passed. Commissioner Dietz thanked the Construction Review Committee for taking on the interview for the Project Engineer position, the CRC was better suited for the technical aspect of the interview.

11. ADJOURN

At 3:56 p.m. Commissioner Dietz moved to adjourn the meeting, seconded by Commissioner Madsen. On voice vote: Ayes (7), Nays (0). The motion carried.

Respectfully submitted,

Andrea Cocula, Secretary