

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON MAY 1, 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 Petillo, Administrator John Hatzelis, Executive Director/Chief Engineer Varro, Solid Waste Superintendent Jonathan Morris, Wastewater Superintendent Angelo Baron, General Counsel Napolitano, Recording Secretary Tara Kronski.

Absent: Special Counsel Prol

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. Commissioner Madsen moved Agenda, seconded by Commissioner Meyer. 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 April 17, 2019 Pending Action Summary Sheets (PASS) to the County Freeholder Board. Commissioner Perez motioned to approve, seconded by Commissioner Dietz. On roll call vote: Ayes (6) Commissioners Perez, Meyer, Drake, Dietz, Cocula, Madsen; Nays (0); Abstain (1) Petillo. The motion passed.

Commissioner Madsen moved to approve the Open and Closed Meeting Minutes for the March 20, 2019 Authority Meeting, Commissioner Cocula seconded. On roll call vote: Ayes (5) Commissioners Perez, Dietz, Cocula, Madsen, Petillo; Nays (0); Abstain (2) Drake, Meyer. The motion passed.

Commissioner Dietz moved to approve the Open and Closed Meeting Minutes for the April 3, 2019 Authority Meeting, Commissioner Meyer seconded. On roll call vote: Ayes (5) Commissioners Perez, Meyer, Drake, Dietz, Cocula, Petillo; Nays (0); Abstain (1) Madsen. The motion passed.

There were no minutes distributed at this meeting.

7. BUSINESS

a. Executive Session

At 3:06 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session, motion seconded by Commissioner Dietz. On voice vote: (7) Ayes, (0) Nays, Absent (0). The motion carried. Chairman Drake noted the Closed Session should be approximately 30 minutes and discussions shall include: Sparta Township Stop and Shop Connection Fee Collection Matter, Bond Counsel Matter, Leachate Pump Station/Force Main Property Appraisals, and Paulinskill River Proposed Category 1 and Personnel Items.

#19-088 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:40 p.m. Commissioner Meyer moved to adjourn the Closed Session, seconded by Commissioner Madsen. On voice vote: Ayes (7), Nays (0), Abstain (0). The motion carried.

Chairman Drake confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session included: Sparta Township Stop and Shop Connection Fee, Leachate Pump Station/Force Main Property Appraisals, NOVA Filter Unit 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

Mr. Baron reported that the Franklin Interceptor I&I Study/video has begun by CFM. He indicated a section has a high traffic area on the County Road and he is coordinating with the County Sheriff's Department and the Contractor to control traffic in that area for safety reasons. The study will monitor flow to and from sections of the piping to confirm there are no spikes in flow.

Mr. Baron also requested Commissioner approval to host the annual NJWEA seminar at the County Fire Academy for local water and wastewater operators to obtain needed credits for licenses. Commissioner Cocula moved to authorize Superintendent Baron to host the NJWEA Seminar, seconded by Commissioner Dietz. On voice vote: Ayes (7), Nays (0), Abstain (0). The motion passed.

c. Solid Waste Program

Superintendent's Report

Superintendent Morris reported on the very successful Earth Day Celebration held on April 30th. Vendors and students enthusiastically participated, and it was a good day for all. Mr. Morris reminded the Commissioners that the second E-waste event of 2019 is scheduled for May 11th. NJDEP inspection of the Solid Waste/Recycling Facilities was conducted on April 17, 2019, no issues reported.

Executive Director/ Chief Engineer’s Report

Mr. Varro presented a resolution regarding authorizing to execute a Non-Residential Gas Extension Contract with Elizabethtown Gas to service the Solid Waste and Administration Facilities. Discussions have been held at previous meetings and the connection is free of charge to the Authority, as long as estimated gas usage begins within the first 12 months of the connection. Commissioner Perez moved the resolution to execute said contract, seconded by Commissioner Meyer. On voice vote: Ayes (7), Nays (0), Abstain (0).

#19-089 RESOLUTION RE: AUTHORIZATION TO EXECUTE CONTRACT AND RELATED DOCUMENTS WITH ELIZABETHTOWN GAS

d. General Authority Business

Executive Director/Chief Engineer’s Report

Mr. Varro requested a motion to authorize Kleinfelder and staff issue comments to the NJDEP in response to the proposed Category 1 designation for Paulinskill River and its tributaries which could adversely affect the Hampton Commons Plant. Commissioner Dietz moved submittal, seconded by Commissioner Madsen. On voice vote: Ayes (7), Nays (0), Abstain (0). The motion passed.

Chairman Drake noted he will table the 2019 Committee appointments until June. Discussion ensued regarding Freeholder meeting schedule.

Discussions ensued regarding procedures for follow-up document emails for absences at meetings. Commissioners direct Recording Secretary Kronski to email documents distributed at meetings to be emailed to any absent Commissioners.

e. Personnel Matters

Solid Waste Superintendent’s Report

Mr. Morris presented a resolution extending a Leave of Absence for Christina Woodruff as discussed in Executive Session. Commissioner Madsen moved the resolution, seconded by Commissioner Dietz. On voice vote: Ayes (7), Nays (0), Abstain (0).

#19-090 RESOLUTION RE: AUTHORIZATION TO EXTEND “OFFICIAL LEAVE OF ABSENCE WITHOUT PAY FOR PERSONAL ILLNESS, FOR AN ADDITIONAL 30 DAY PERIOD” FOR CHRISTINA WOODRUFF

8. Payment of Bills

FINANCIAL CONSENT AGENDA –Chairman Drake asked for a motion to approve the Financial Consent Agenda (FCA). Executive Director Varro noted that PO#12832 for \$24,283.32 from Mott MacDonald was removed (at request of Mott MacDonald) due to a discrepancy regarding Scope of Work.

Res #19-091: Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
DAN PEREZ			x			
KARL MEYER			x			
JOHN DRAKE			x			
WAYNE DIETZ		x	x			
ANDREA COCULA			x			
TOM MADSEN	x		x			
RONALD PETILLO			x			

#19-091 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public comment.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners congratulated the Staff on a job well done with the Earth Day Celebration.

11. ADJOURN

At 3:54 p.m. Commissioner Perez made a motion to adjourn the meeting, seconded by Commissioner Dietz. On voice vote: Ayes (7), Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary