

MINUTES OF THE REGULAR MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON JUNE 5, 2013 AT THE AUTHORITY'S ADMINISTRATION BUILDING, LAFAYETTE, NEW JERSEY

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

The Chairman called the meeting to order at 3:00 p.m.

The following were present: Commissioners Madsen, Sowden, Petillo, Dietz, Cocula, Meyer and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Nugent, Attorney Matthew Giacobbe and Recording Secretary Kronski

Public: Linda Masson, Sussex Borough (entered meeting after Executive Session); Timothy Bradley, Kleinfelder/Omni

2. PUBLIC STATEMENT

Chairman Petillo 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

The Chairman opened the meeting to public comment. There was no public comment. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Petillo asked for a motion to approve the Agenda, Commissioner Madsen moved the approval of the Agenda, Commissioner Sowden seconded. On voice vote (7) Ayes, (0) Nays, the motion carried.

5. APPROVAL OF CONSENT AGENDA

The Chairman requested a motion for approval of the Consent Agenda. Commissioner Sowden moved the approval of the Consent Agenda, seconded by Commissioner Meyer. No discussions. On voice vote (7) Ayes; (0) Nays, the motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve the distribution of the May 15, 2013 Pending Action Summary Sheet, which was emailed to the Freeholder Board on May 16, 2013. Commissioner Dietz moved to approve the May 15, 2013 Pending Action Summary Sheet, seconded by Commissioner Drake. On voice vote: (7) Ayes; (0) Nays. The motion carried.

Chairman Petillo asked for a motion to approve the Open & Closed Meeting Minutes for the April 17, 2013 Regular Authority Meeting. Commissioner Drake moved approval of the minutes, seconded by Commissioner Cocula. No comments/discussions. On voice vote: (7) Ayes; (0) Nays. The motion carried.

The Chairman stated that the Open & Closed Meeting Minutes for the May 1 & 15, 2013 Authority Meetings have been emailed to the Commissioners for their review/comment.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Dietz moved the adoption of the following resolution authorizing a Closed Executive Session seconded by Commissioner Drake. On voice vote (7) Ayes, (0) Nays, the motion carried.

#13-077 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 5:00 p.m. Commissioner Cocula moved to adjourn the Closed Executive Session and reconvene the Open Session seconded by Commissioner Sowden. On voice vote, the motion passed.

Chairman Petillo indicated that in Closed Executive Session items discussed as specifically set forth in the resolution were negotiations and/or litigations re: Vernon's Hardship Policy re: Connection Fees; Paulinskill Project Proposal for Engineering Bid and Construction Phase Services; Title V Air Permit; Grinnell Collection Matters; Sussex and Vernon Service Agreements; Paulinskill Project Property Acquisition and Personnel Matters. When the need for confidentiality of these matters no longer exists they will be opened to the public.

Attorney Giacobbe left the meeting at 4:35 during Executive Session.

Chairman Petillo called for a short break at 5:00 p.m. before continuing in Open Session.

The Open Session was convened at 5:10 p.m. Sussex Borough Liaison Linda Masson entered the meeting at this time.

b. Wastewater Program

Chief Engineer's Report

Mr. Varro presented a resolution to award Kleinfelder/Omni based on Executive Session discussions regarding their submitted proposal for Engineering re-design, bidding and construction phase services for the Paulinskill Basin Water Reclamation Project. Commissioner Cocula moved the resolution, seconded by Commissioner Madsen. On roll call: (7) Ayes Commissioners Madsen, Sowden, Petillo, Dietz, Cocula, Meyer and Drake; (0) Nays. The resolution passed.

#13-078 RESOLUTION RE: AWARDING CONTRACT FOR PAULINSKILL PROJECT ENGINEERING RE-DESIGN, BIDDING AND CONSTRUCTION PHASE SERVICES TO KLEINFELDER/OMNI

c. Solid Waste Program

Superintendent's Report

Mr. Sparnon reported on the June 1, 2013 Household Hazardous Waste Event at the Solid Waste Facility. He indicated that MXI Environmental Services was the contracted vendor. MXI and Solid Waste Staff handled 875 customers, and 10 schools, 2 municipalities and 1 county agency. The total estimated amount of hazardous waste collected was 40,430 lbs. for approximate cost of \$23,813. Mr. Sparnon reported that there were

many fluorescent light bulbs dropped off which caused MXI to call for another truck and were delayed leaving the facility until 4:30pm. Vendor agreed to credit the Authority for the overtime of employees.

Administrator's Report

Mr. Hatzelis reported on Tonnages and Revenues for the Solid Waste Facility (December 1st – May 31st), and indicated that tonnages are up by .5% compared to the same time period for 2011 and 2012. He indicated ID10 Household Waste is down slightly, ID 13 has increased minimal and ID13 C&D Waste is up approximately 9% compared to 2012 and 50% from data from 2011. Revenues are stronger for the first half of 2013 and are up \$100,000 from last year.

- d. General Authority Business (no report)
- e. Personnel Matters

Wastewater Superintendent's Report

Mr. Nugent presented a resolution appointing Dwayne Storey as Wastewater Assistance Maintenance Foreman. Mr. Nugent interviewed several candidates for the position and Mr. Storey possesses the experience and qualifications required for the position. In accordance with conversations held in Executive Session an additional resolution was presented regarding current Wastewater Employees promotions and salary adjustments. Commissioner Cocula moved both resolutions, seconded by Commissioner Dietz. On roll call: Ayes (7) Commissioners Madsen, Sowden, Petillo, Dietz, Cocula, Meyer and Drake; Nays (0), Abstain (0).

#13-079 RESOLUTION RE: APPOINTMENT OF WASTEWATER ASSISTANT MAINTENANCE FOREMAN DWAYNE E. STOREY

#13-080 RESOLUTION RE: WASTEWATER FACILITIES CRITICAL STAFFING NEEDS

8. FINANCIAL TRANSACTIONS

- a. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Petillo asked for a motion to approve the Financial Consent Agenda and with the removal of PO#68362 for the Solid Waste Operating Fund Overtime portion. Commissioner Dietz moved the approval of bill paying resolution, as amended seconded by Commissioner Madsen. No discussions. On roll call, the vote was as follows: Ayes (7) Commissioners Madsen, Sowden, Petillo, Dietz, Cocula, Meyer and Drake; Nays (0); Abstain (0). The resolution passed.

#13-081 RESOLUTION RE: AUTHORIZING PASSAGE OF FINANCIAL CONSENT AGENDA

Chairman requested a motion to approve Solid Waste Operating Fund, Voucher #68362 for overtime portion of payroll. Commissioner Dietz moved, seconded by Commissioner Sowden. On roll call the Ayes (6) Commissioners Madsen, Sowden, Petillo, Dietz, Meyer and Drake; Nays (1) Commissioner Cocula; Abstain (0). The motion was approved.

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9. PUBLIC COMMENT

The Chairman opened the meeting to Public Comment and Ms. Linda Masson requested that the Meeting Agenda be posted on the SCMUA website prior to meeting day. Mr. Hatzelis noted the Preliminary Agenda meeting is held the Monday before the meeting and will be posted at that time. Chairman Petillo closed the meeting to public comment.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioners discuss holding a Personnel Committee Meeting in the next few months to address Solid Waste staffing needs. Commissioner Dietz asked Linda Masson if she had any information regarding the Sussex Borough Sewer Service Proposal. She indicated that the subject was on the Sussex Borough Council Meeting to be held later that evening. Commissioner Sowden requested an excused absence for the next Authority Meeting, motion to be done at that meeting. Commissioner Madsen complemented the members of the Construction Review Committee in their efforts to oversee fiscal responsibilities for multiple Authority projects.

11. ADJOURN

Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Dietz. On voice vote, the motion passed. The meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Andrea Cocula, Secretary