

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON SEPTEMBER 15, 2021 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 Meyer, Vice Chairman Drake, Commissioners Petillo, Madsen, Cocula, Dietz, Finkeldie (joined at 3:25 p.m.), Wesley, Dabinett, Executive Director Thomas Varro, Chief Engineer Joseph Sesto, Comptroller Timothy Day, Solid Waste Operations Manager Michael Rathbun, Wastewater Superintendent Timothy Phillips, General Counsel John Napolitano, Special Counsel Thomas Prol, and Recording Secretary Tara Kronski

Absent: Solid Waste Superintendent Morris

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

Chairman Meyer 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 Meyer opened the meeting to public comment. No public in attendance. Chairman Meyer closed the meeting to public comment.

4. AGENDA APPROVAL

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

5. APPROVAL OF CONSENT AGENDA

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

6. MINUTES

Chairman Meyer requested a motion to approve/acknowledge the email distribution of the September 1, 2021 Pending Action Summary Sheets (PASS) to the Sussex County Commissioners Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Madsen motioned to approve, seconded by Commissioner Dietz. On voice vote: Ayes (8); Nays (0). The motion carried. The motion passed.

Commissioner Drake moved the Open and Closed Meeting Minutes for the July 21, 2021, seconded by Commissioner Madsen. On voice vote: Ayes (8); Nays (0). The motion carried. The motion passed.

Commissioner Dietz moved the Open and Closed Meeting Minutes for the August 4, 2021, seconded by Commissioner Wesley. On voice vote: Ayes (8); Nays (0). The motion carried. The motion passed.

There were no minutes distributed to Commissioners for review at this meeting.

7. BUSINESS

a. Executive Session

At 3:03 p.m. Commissioner Dabinett moved the adoption of the following resolution authorizing a Closed Executive Session, motion was seconded by Commissioner Dietz. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Meyer noted the Closed Session should be approximately 40 minutes and discussions shall include: Leachate Pump Station Force Main Project (#446), Stage 2 Landfill Expansion Project (#551), Connection Fee Calculation, and Personnel Matters.

#21-178 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

(Commissioner Finkeldie entered the meeting at 3:25 p.m. during Executive Session)

At 4:20 p.m. Commissioner Drake moved to adjourn the Closed Session, seconded by Commissioner Finkeldie. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Meyer confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Leachate Pump Station Force Main Project (#446), Stage 2 Landfill Expansion Project (#551), Connection Fee Calculation, and Personnel Matters. 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. Phillips reported an issue of a broken air line at the Homestead Plant, he reviewed the ramifications of this issue and how it had to be repaired. A phone conference is scheduled for tomorrow (9/16) with County’s Engineering firm to discuss necessary repairs and plan to resolve overall plant issues. Executive Director Varro indicated that County is preparing to repair the plant, which will not solve all the issues with this aging plant. Discussions ensued regarding needing a contingency plan in place, when the plant eventually fails.

Executive Director’s Report

Mr. Varro reported that during the latest heavy rainfall event, it was discovered that Black Creek Sanctuary was pumping out their pool into the local sewer system. Wastewater Superintendent Phillips notified them that it is illegal to do so, and contrary to the Service Agreement between Vernon Township and the Authority. Similar to sump pump discharge, which is not allowed. Black Creek informed the Authority that they pay Vernon Township \$2,000 quarterly reportedly to pump their pool water into the sewers. Vernon officials were notified that this is not agreeable to the Service Contract, no response to date.

Chief Engineer’s Report

Mr. Sesto reported on Contract #458 UW Improvements for septage receiving area. Municipal Maintenance was awarded the contract, but was hesitant to execute SCMUA’s standard agreement. After discussions with General Counsel, a deadline was provided to accept, and Municipal Maintenance executed agreement and notice to proceed was given.

Mr. Sesto indicated that a Treatment Works Approval (TWA) application was submitted for SCMUA's endorsement from Crystal Springs for a sanitary sewer bypass for the Shotmeyer Development. Chief Engineer Sesto reviewed and approved contingent upon revisions of Engineering Documents. Commissioner Cocula moved the endorsing resolution, seconded by Commissioner Drake. On roll call: Ayes(8) Commissioners Petillo, Madsen, Cocula, Meyer, Drake, Wesley, Finkeldie, Dabinett. (Commissioner Dietz stepped out of the room shortly). The resolution passed.

#21-179 RESOLUTION RE: APPROVAL OF TWA APPLICATION FOR THE CONSTRUCTION OF A SANITARY SEWER BYPASS AS PART OF THE CRYSTAL SPRINGS SHOTMEYER DEVELOPMENT IN HARDYSTON TOWNSHIP, NEW JERSEY

Comptroller's Report

Mr. Day reported on Sludge, Septage and Hauled Sewage Volumes from December 1, 2020 to August 31, 2021. Compared to the same time period for FY2020, Sludge is over 77% of anticipated revenues, 85% for Septage and Hauled sewage is at 43%. Positives for all three for revenues. Connection fees are strong at \$391,754.00.

c. Solid Waste Program

Executive Director's Report

Mr. Varro reported on the NJDEP and Sussex County Health Department regulation regarding farmer plated vehicles disposing of Solid Waste. Farmer Plated vehicles are considered commercial vehicles, and are required to register as A901 exempt haulers. A decal is now required for solid waste disposal brought in farmer vehicles. Mr. Varro noted the SCMUA weighmasters are providing handouts and advising of the requirement, and also cautioning applicability to use of rental vehicles for the hauling of solid waste.

Chief Engineer's Report

Mr. Sesto gave an update on the Leachate Pump Station/Force Main Project (#446), and noted blasting is almost complete, contractor is beginning the construction of the infrastructures on site.

Mr. Sesto reported on the Stage 2 Landfill Expansion Project (#551) progress. The Contractor is advancing the excavation in Cell 6B and also making progress with the retainage wall. The new Compost Area is being prepared to relocate, which should be completed early next week.

(Commissioners Drake and Dietz left the meeting at 4:45 p.m.)

d. General Authority Business

Comptroller's Report

Mr. Day and Mr. Varro began to review of the FY2022 Budgets proposed for the Upper Wallkill Facility, Paulinskill Facility, Hampton Commons Facility, and Solid Waste Facility. Mr. Varro began by reporting on SCMUA balances in surplus and R&R Funds, and the projected needs for infrastructure improvement projects for the Wastewater Facilities. It was noted that facilities are aging out, and certain projects are required to maintain continuing proper operations (i.e. pump station upgrades, odor treatments, etc.) He reviewed restricted and unrestricted assets to be used for this purpose, and indicated that the Upper Wallkill, Paulinskill and

Hampton Commons budgets are increasing to provide for increased contributions to their respective R&R Funds. Mr. Day began by reporting that the Upper Wallkill Budget for FY2022 is proposed to be \$7,523,000, which is an increase 3.96% mostly due to Capital Outlays and Renewal & Replacement needs. The Hampton Commons Facility is also in need of improvement projects, and the FY2022 Budget shall increase 15.53% from last year for a total of \$212,000 due to R&R contributions. The Paulinskill Facilities' FY2022 is proposed to be \$654,000, for an increase of 8.10% for R&R needs. The Solid Waste Budget for FY2022 is proposed to be \$11,022,400, an increase of 0.44%, less than one percent up from the previous year. The increase is mostly due to debt service payments. There is no expected increase for tip fees. Mr. Day and Mr. Varro also reviewed 5-year Capital Plans for all facilities. Mr. Day prepared a resolution for Commissioners to authorize submittal of the proposed FY2022 Budget to the NJ Dept. of Community Affairs. Commissioner Madsen moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Meyer, Wesley, Finkeldie, Dabinett. The resolution passed.

#21-180 RESOLUTION RE: 2022 AUTHORITY BUDGET RESOLUTION

Mr. Day indicated that the Upper Wallkill and Solid Waste Facilities have surplus equipment that is no longer needed for public use, and shall be sold at auction through GovDeals.com. He reviewed the items and the authorizing resolution for the online auction and removal of fixed asset list. Commissioner Finkeldie moved the resolution, seconded by Commissioner Cocula. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Meyer, Wesley, Finkeldie, Dabinett. The resolution passed.

#21-181 RESOLUTION RE: AUTHORIZING THE PUBLIC SALE OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) WASTEWATER AND SOLID WASTE PROPERTY NO LONGER NEEDED FOR PUBLIC USE THROUGH GOVDEALS PUBLIC ONLINE AUCTION

e. Personnel Matters

Executive Director's Report

Mr. Varro indicated that Solid Waste Employee Phillip Williams, Jr. gave his official two weeks' notice for leaving his position as Site Attendant. Commissioner Cocula moved to accept his resignation, Commissioner Dabinett seconded. On voice vote: Ayes (7), Nays (0). The motion carried.

Mr. Varro reviewed a resolution a salary increase for Wastewater Employee Lab Assistant Christine Mlynaryk. Commissioner Dabinett moved the resolution, seconded by Commissioner Madsen. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Meyer, Wesley, Finkeldie, Dabinett. The resolution passed.

#21-182 RESOLUTION RE: SALARY ADJUSTMENT FOR CHRISTINA MLYNARYK, UPPER WALLKILL LAB ASSISTANT

Mr. Varro reported that Upper Wallkill Employee, Stephen Furtkevic has passed his Wastewater Treatment Class 1 Exam. He is now an S1 Operator, and his experience and responsibilities have warranted a salary adjustment. Commissioner Madsen moved the resolution, seconded by Commissioner Dabinett. On roll call: Ayes (7) Commissioners Petillo, Madsen, Cocula, Meyer, Wesley, Finkeldie, Dabinett. The resolution passed.

#21-183 RESOLUTION RE: SALARY ADJUSTMENT FOR STEPHEN FURTKEVIC, UPPER WALLKILL OPERATOR

8. Financial Transactions

a. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Meyer asked for a motion to approve the Financial Consent Agenda (FCA). On roll call:

Res #21-184 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
PETILLO			x			
MADSEN		x	x			
COCULA	x		x			
DIETZ						x
MEYER			x			
DRAKE						x
WESLEY			x			
FINKELDIE			x			
DABINETT			x			

#21-184 RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

No public present.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioner Madsen thanked the Budget Committee, and Commissioner Drake for filling in for him as Chairman.

11. ADJOURN

At 5:10 p.m. Commissioner Madsen moved to adjourn the meeting, seconded by Commissioner Finkeldie. On voice vote: Ayes (7); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary