

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON SEPTEMBER 21, 2022 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 Petillo, Vice Chairman Drake, Commissioners Meyer, Madsen, Cocula, Dietz, Wesley, Finkeldie, Dabinett, Executive Director Thomas Varro, Chief Engineer Joseph Sesto, Comptroller Timothy Day, Solid Waste Superintendent Jonathan Morris Wastewater Superintendent Timothy Phillips, General Counsel John Napolitano, Special Counsel Thomas Prol, and Rec. Sec. Tara Kronski

2. PUBLIC STATEMENT REGARDING SUNSHINE LAW

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

Chairman Petillo opened the meeting to public comment. County Commissioners Carney and Yardley were in attendance to address the Board at the top of the Business portion of the Agenda. Chairman Petillo closed the meeting to public comment.

4. AGENDA APPROVAL

Chairman Petillo asked for a motion to approve the Agenda, Executive Director requested to move Fleet Wash Facility discussions to the beginning of the Business Agenda before Closed Session to hear from the County Commissioners on the subject. Commissioner Drake moved revised Agenda, seconded by Commissioner Dietz. On voice vote: Ayes (9); Nays (0). The motion carried.

5. APPROVAL OF CONSENT AGENDA

Commissioner Madsen moved to approve the Consent Agenda, seconded by Commissioner Cocula. No discussions requested. On voice vote: Ayes (9); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve/acknowledge the email distribution of the September 7, 2022 Pending Action Summary Sheets (PASS) to the County Commissioner Board in accordance with N.J.S.A. 40:14B-14(e). Commissioner Drake moved the PASS, seconded by Commissioner Dietz. On roll call: Ayes (8) Commissioners Meyer, Cocula, Petillo, Drake, Wesley, Finkeldie, Dabinett; Nays (0); Abstain (1) Commissioner Madsen. The motion carried.

Commissioner Dabinett moved the approval of the Open and Closed Minutes for the August 3, 2022 Authority Meeting, seconded by Commissioner Cocula. On roll call: Ayes (5) Commissioners Meyer, Cocula, Petillo, Wesley, Dabinett; Nays (0); Abstain (4) Commissioners Madsen, Dietz, Drake and Finkeldie. The motion carried.

Commissioner Cocula moved the approval of the Open and Closed Minutes for the August 17, 2022 Authority Meeting, seconded by Commissioner Drake. On roll call: Ayes (7) Commissioners Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Dabinett; Nays (0); Abstain (2) Commissioners Meyer, Finkeldie. The motion carried.

No minutes were distributed for review at this meeting.

7. BUSINESS

**Executive Director's Report (general business)**

Chairman Petillo gave the floor to County Commissioners Carney and Yardley to discuss the concept of a County Truck Fleet Wash Facility. They indicated that the County is in need of a Wash Facility for County and Municipal trucks, and they would like to utilize a parcel of property at the Solid Waste Facility as the truck wash site. The SCMUA Commissioners indicated that with the Landfill Expansion Project property availability is very limited. It was also indicated that certain permits and water and discharge regulations will be necessary. Discussions ensued regarding contaminants, estimated size of facility, LFGTE facility contract, future landfill infrastructure and landfill cell locations. Commissioners request additional information regarding to see if other options are available.

a. Executive Session

At 3:25 p.m. Commissioner Cocula moved the adoption of the following resolution authorizing a Closed Executive Session. Motion was seconded by Commissioner Dietz. On voice vote: Ayes (9), Nays (0). The motion carried.

Chairman Petillo noted the Closed Session should be approximately 20 minutes and discussions shall include: Landfill Gas to Energy Contract and Personnel Items.

**#22-155** RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:35 p.m. Commissioner Dabinett moved to adjourn the Closed Session, seconded by Commissioner Madsen. On voice vote: Ayes (8), Nays (0). The motion carried.

Chairman Petillo confirmed discussions held as specifically set forth in the resolution authorizing Closed Executive Session: Landfill Gas to Energy Contract and Personnel Items.

b. Wastewater Program

**Superintendent's Report**

Mr. Phillips reported on the Sussex Borough Force Main Replacement Project. Ferraro Construction was awarded the project, and insurance certificate has been received. An escrow account was established to cover costs of SCMUA inspections of project.

c. Solid Waste Program

**Superintendent's Report**

Superintendent Morris reminded the Commissioners of the upcoming E-Waste Event, scheduled for October 15<sup>th</sup> from 7am – 2pm. Staff has been collecting year round and shall be set up for ERI to assist customers. The fall Household Hazardous Waste Event is scheduled for November 5<sup>th</sup> from 7am – 2pm, with MXI as the vendor.

Mr. Morris reported that he met with a representative from Waste Management who notified him that an SCMUA staff member was brush hogging at the back of SCMUA property and unknowingly ran over a rock pile which sprayed in the Waste Management Staff parking lot. There was damage to a few vehicles and the SCMUA Employee was unaware as he

was in the cab of the machine. Mr. Morris contacted the Mitchell Agency to oversee claims.

### **Chief Engineer's Report**

Mr. Sesto reported that the Leachate Pump Station/Force Main Project's punch-list is almost complete, project closeout should be done by the next Authority Meeting. Discussions ensued regarding I-Bank schedule and interest rates.

Mr. Sesto indicated that the Stage 2 Landfill Expansion Project is proceeding with Cell 4. The bulky waste building rehabilitation and Contractor Area is scheduled to be completed early October.

#### d. General Authority Business

### **Comptroller's Report**

Mr. Day distributed a memorandum on the Proposed FY2023 Operating and Capital Budgets. The proposed budget for the Upper Wallkill Facility shall increase by 18.81% from last year's budget, due to increases on operational and debt service costs. The Hampton Commons Operating Budget is proposed to increase by 25.47%, and the impact on user fees shall be 21.05%. Improvements are needed for this aging plant. The Paulinskill Water Reclamation Facility is proposed to increase by 11.01%, the increase will go to R&R fund for upkeep of plant. Mr. Day continued with the Solid Waste Facility proposed FY2023 operating and capital budget with shall only increase by 6.89%, with Capital Outlays increasing significantly. Discussions ensued regarding medical benefit increase. Commissioner Madsen moved the resolution to approve the submittal of the Proposed FY2023 Operating and Capital Budget to the DCA, seconded by Commissioner Cocula. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#### **#22-156** RESOLUTION RE: FY2023 SCMUA BUDGET RESOLUTION

Mr. Day reported that the Solid Waste Facility's John Deere 750K has reached its service life and is no longer needed for use. A resolution was prepared to authorize the Authority to put equipment up for an online public auction. Commissioner Cocula moved the resolution, seconded by Commissioner Dabinett. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

#### **#22-157** RESOLUTION RE: AUTHORIZING THE PUBLIC SALE OF SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY (SCMUA) SOLID WASTE PROPERTY NO LONGER NEEDED FOR PUBLIC USE THROUGH GOVDEALS PUBLIC ONLINE AUCTION

#### e. Personnel Matters

### **Wastewater Superintendent's Report**

Mr. Phillips reported that wastewater employee Jan Meineke has recently obtained his Wastewater Treatment S-2 and Collection System C-2 Licenses, as well as his CDL with Tanker Endorsement. Mr. Meineke is a responsible and valuable employee, and a resolution was prepared to adjust his salary, as discussed in Executive Session. Commissioner Drake moved the resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

**#22-158** RESOLUTION RE: SALARY ADJUSTMENT FOR JAN MEINECKE, UPPER WALLKILL PLANT ASSISTANT MAINTENANCE FOREMAN

**Solid Waste Superintendent’s Report**

Mr. Morris reviewed a resolution presented in Executive Session to grant an extension to a leave of absence to Solid Waste Employee KR8867 for an additional 2 months for personal reasons. Commissioner Cocula moved resolution, seconded by Commissioner Dietz. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

**#22-159** RESOLUTION RE: REQUEST FOR OFFICIAL EXTENDED LEAVE OF ABSENCE WITHOUT PAY FOR MEDICAL REASONS FOR A TWO (2) MONTH PERIOD FOR KR8867

Mr. Morris reviewed a resolution to grant a seven month extension for a leave of absence to Solid Waste Employee RS6562 personal illness. Commissioner Dietz moved resolution, seconded by Commissioner Madsen. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

**#22-160** RESOLUTION RE: AUTHORIZATION TO GRANT A SEVEN (7) MONTH EXTENSION OF OFFICIAL LEAVE OF ABSENCE WITHOUT PAY FOR RS6562

Mr. Morris reported that due to the extended absence of an employee, the position should be filled during their absence. Mr. Morris prepared a resolution to appoint Joseph Crabb to Acting Chief Weighmaster. Commissioner Cocula moved the authorizing resolution, seconded by Commissioner Drake. On roll call: Ayes (9) Commissioners Meyer, Madsen, Cocula, Dietz, Petillo, Drake, Wesley, Finkeldie, Dabinett. The resolution passed.

**#22-161** RESOLUTION RE: APPOINTMENT OF ACTING CHIEF WEIGHMASTER

8. Financial Transactions

a. Payment of Bills

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

Res #22-162 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
MEYER			x			
MADSEN	x		x			
COCULA			x			
DIETZ			x			
DRAKE		x	x			
PETILLO			x			
WESLEY			x			
FINKELDIE			x			
DABINETT			x			

**#22-162** RESOLUTION RE: CONSENT AGENDA – BILL PAYING LIST

9. PUBLIC COMMENT

None.

10. COMMISSIONERS COMMENTS/REQUEST

Commissioners thanked the Budget Committee and Staff for their work on the FY2023 Authority Budgets.

11. ADJOURN

At 4:00 p.m. Commissioner Cocula moved to adjourn the meeting, seconded by Commissioner Finkeldie. On voice vote: Ayes (9); Nays (0). The motion passed.

Respectfully submitted,

Andrea Cocula, Secretary