

MINUTES OF THE REGULAR AUTHORITY MEETING OF THE SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY HELD ON NOVEMBER 4, 2015 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: Commissioners Sowden, Madsen, Petillo, Dietz (via telecom), Cocula, Meyer and Drake, Administrator Hatzelis, Chief Engineer Varro, Solid Waste Superintendent Sparnon, Wastewater Superintendent Nugent, General Counsel Matthew Giacobbe, and Recording Secretary Kronski

Public: Freeholder Graham

Absent: Special Counsel Prol

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. 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 Sowden moved the approval of the Agenda, seconded by Commissioner Madsen. On voice vote: Ayes (7); Nays (0). 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 Drake. No discussions necessary. On voice vote: Ayes (7); Nays (0). The motion carried.

6. MINUTES

Chairman Petillo requested a motion to approve the distribution of the October 21, 2015 Pending Action Summary Sheet (PASS), which was emailed to the Clerk of the Freeholder Board on October 21, 2015.

PASS Report for 10-7-15 to Freeholder Board						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN		x	x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE					x	

Motion passed.

Chairman Petillo noted there are no minutes up for approval for this meeting.

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The Open and Closed Meeting Minutes for both the October 7, 2015 and October 21, 2015 have been emailed to the Commissioners for review.

7. BUSINESS

a. Executive Session

At 3:05 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 noted Closed Session to be approximately 10 minutes.

#15-160 RESOLUTION RE: AUTHORIZING CLOSED EXECUTIVE SESSION

At 3:10 p.m. Commissioner Cocula moved to adjourn the Closed Executive Session and reconvene the Open Session seconded by Commissioner Madsen. On voice vote, Ayes (7); Nays (0), the motion passed.

Chairman Petillo indicated items discussed as specifically set forth in the resolution authorizing Closed Executive Session were included: Personnel Items.

b. Wastewater Program

Superintendent's Report

Mr. Nugent reported on the Bid Results for Contract #15-11 for Sludge Cake Hauling & Disposal for the Upper Wallkill Facility. He noted that the lowest bidder was Spectraserv and is an increase from \$90/ton to \$112/ton from the last contract. Mr. Nugent will contact Spectraserv for a reason for the increase. A two year contract award was recommended and will be presented at the next Authority Meeting for Commissioners' consideration. Discussions ensued regarding previous HHM cost analysis and best option was hauling of the dewatering sludge at the U.W. Plant.

Mr. Nugent updated the Commissioners on the Hampton Commons Plant repairs. Waiting on bracket delivery from the manufacturer and should be delivered next week. Once the materials are received, we will begin repairs. Commissioners Dietz noted that the claim has been submitted to the Statewide Insurance Fund for approval in the amount \$41,500. Mr. Hatzelis and Mr. Nugent indicated it should be just under \$70,000, and stated that they will follow up and perhaps it is a partial or for only the repairs portion of the claim

Chief Engineer's Report

Mr. Varro provided a status update to the Commissioners on each of the three projects ongoing in Branchville Borough. All projects are proceeding PRC-101 is approximately 40% complete; PRC-102 is approximately 70% complete and PRC-103 is approximately 78% complete. Discussions continued re: a potential change order for PRC-101 for a reduction from 600 AMP to 400 AMP in electrical service, as per JCP&L. Construction Review Committee Chairman Sowden requested that all information be emailed to them in order to review and decide how to move forward. A memo will be provided by Tim Bradley of Kleinfelder explaining the change.

Mr. Varro reported that the U.W. and other Authority accounts participate in the Energy Aggregation for electrical service, and that the bidding will take place on November 20th. Authorized award only if bid is less than trigger price of 8.002 cents of kilowatt hours, which is the value of the current contract. Mr. Varro presented a resolution authorizing himself or Mr. Hatzelis to accept lowest bid results the day of the bidding, due to the volatility of the market.

Res: # 15-161 Authorization to accept Energy Aggregate Bid at trigger price						
Commissioner	1 st	2 nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			X			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER			x			
JOHN DRAKE		x	x			

#15-161 RESOLUTION RE: AUTHORIZING AWARD OF CONTRACT FOR ELECTRICAL SUPPLY SERVICES

c. **Solid Waste Program**

Chief Engineer's Report

Mr. Varro presented a resolution for the consent of a proposed Water Quality Management (WQM) Plan Amendment regarding the incorporation of the Landfill Leachate pump station and force main from the Solid Waste Facility to the Upper Walkkill Facility.

Res: # 15-162 Consent to WQMP Amendment for Leachate Pipe						
Commissioner	1 st	2 nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN		x	x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	X		x			
KARL MEYER			x			
JOHN DRAKE			x			

#15-162 RESOLUTION RE: SCMUA CONSENT TO THE PROPOSED WATER QUALITY MANAGEMENT (WQM) PLAN AMENDMENT ENTITLED: SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY – SOLID WASTE FACILITY

Mr. Varro also reported that the Minor Modification Land Use Permit has been received from NJDEP for the Landfill Life Extension Project. Thanks was given to the local elected officials which assisted in expediting NJDEP review. He noted that a response was given by the NJDEP on the Major Modification for the Landfill Extension and was their told review and comment period may extend into January. Discussion continued on timeline in relation to the New Jersey Infrastructure Trust Financing Program schedule. Cornerstone should provide budget numbers and design commitment for review for next Authority Meeting.

Administrator's Report

Administrator Hatzelis reviewed a breakdown of tonnages and revenues for each month in 2015. The highest tonnage for the year for ID13 Bulky Waste was received in October. He continued to report that ID13 Bulky Waste overall for the year is down 26% compared to last year, and ID13 C&D is also down 26%. Overall tonnage is down 6.7% compared to last year's data.

Mr. Hatzelis indicated that the Authority's Solid Waste Enforcement Officer has been active throughout the County. There has been some in-house training and is scheduled for additional training with Morris County and NJDEP. Mr. Hatzelis also noted that the scheduled NJDEP and County Health Department meeting to begin Mr. Lyon's security clearance for the NJEM's state system has been delayed and is currently being rescheduled.

d. General Authority Business

Public Rate Hearing on the proposed FY2015 Rates, Fees and Charges to take place at 4:00 pm – continue with agenda until that time.

e. Personnel Matters

Mr. Hatzelis presented a resolution as discussed in Executive Session for the full time hire of Kristine Rogers as Education Outreach Specialist for the Walkkill River Watershed Group.

Res: # 15-163 Kristine Rogers full time employment with WRWVG						
Commissioner	1 st	2 nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER		x	x			
JOHN DRAKE			x			

#15-163 RESOLUTION RE: APPOINTMENT OF WATERSHED EDUCATION AND OUTREACH SPECIALIST, KRISTINE E. ROGERS

Mr. Hatzelis presented a resolution approving the appointment of Shane Zappa as Monitoring/Data Systems Technician to replace pending retirement of current employee. Discussions were held in Executive Session and will be effective November 16, 2015.

Res: # 15-164 Appointment of Shane Zappa as System Technician						
Commissioner	1 st	2 nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN			x			
TOM MADSEN			x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA	x		x			
KARL MEYER		x	x			
JOHN DRAKE			x			

#15-164 RESOLUTION RE: APPOINTMENT OF COMPLIANCE MONITORING/DATA SYSTEMS TECHNICIAN, SHANE ZAPPA

8. Payment of Bills

FINANCIAL CONSENT AGENDA – Chairman Petillo asked for a motion to approve the Financial Consent Agenda (FCA). Discussion ensued regarding the lease payment for Caterpillar Compactor, it was noted it is not the new loader which has not been delivered to date. Payment is per the current contract.

Res: #15-165 Financial Consent Agenda						
Commissioner	1st	2nd	Yea	Nay	Abstain	Absent
JOHN SOWDEN		x	x			
TOM MADSEN	x		x			
RON PETILLO			x			
WAYNE DIETZ			x			
ANDREA COCULA			x			
KARL MEYER			x			
JOHN DRAKE			x			

#15-165 RESOLUTION RE: AUTHORIZING PASSAGE OF FINANCIAL CONSENT AGENDA

9. PUBLIC COMMENT

Chairman Petillo opened the meeting to public comment. Freeholder Graham thanked the Commissioners and SCMUA Staff for their cooperation and work with the County regarding the transfer of the Solid Waste Enforcement Program. Mr. Graham questioned the roll-off Notice of Violations, as to whether they were local or statewide violations. Mr. Hatzelis explained NJDEP allows for violations based on the Solid Waste Management Act and a County's Solid Waste Management Plan. Violations are entered into a state system including licensing, permits, etc. Mr. Graham also thanked the staff and freeholders for their work on the Leachate force main.

Solid Waste Superintendent Sparnon reminded the Commissioners that the Household Hazardous Waste Event will take place on November 7, 2015. Chairman Petillo closed the meeting to public comment.

Chairman Petillo called for a meeting break at 3:46 pm and will continue at 4:00 pm for the Rate Hearing. Commissioner Dietz left the meeting at this point.

d. General Authority Business

Chairman Petillo reconvened the meeting at 4:00 pm and asked for a motion to begin the FY2016 Rate Hearing. Commissioner Cocula moved to start the Public Rate Hearing, seconded by Commissioner Sowden. On voice vote: Ayes (6); Nays (0); Abstain (0). The motion passed.

The floor was given to Administrator Hatzelis to begin the presentation, he distributed a packet to follow along and reviewed in detail the budget line items for the Upper Walkkill Facilities; Hampton Commons Facility; Solid Waste Facilities; and the miscellaneous rates, fees and charges. He detailed extensively on the Upper Walkkill Participants sewage flows service agreements and estimated 2016 billings. A verbatim transcript of the presentation will be prepared and available upon request at the Authority's Administration Building.

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After all questions and concerns were addressed, at 4:34 p.m. Commissioner Madsen made a motion to close the Public Rate Hearing, seconded by Commissioner Drake. On voice vote: Ayes (6); Nays (0); Abstain.

Chairman Petillo noted that the proposed Rates, Fees and Charges will be on the November 25, 2015 Agenda for Commissioners' consideration.

10. COMMISSIONERS' COMMENTS/REQUEST

Commissioners thanked Mr. Hatzelis for his work on the budget and Rate Hearing presentation.

11. ADJOURN

Commissioner Sowden moved to adjourn the meeting, seconded by Commissioner Drake. On voice vote: Ayes (6), the motion passed. The meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Andrea Cocula, Secretary