

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

March 22, 2021

Chairman Angelo Accetturo called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:32 AM.

Authority Members present: Alex Lazorisak, Angelo Accetturo, (present via phone conference: Robert Larson, Richard Mach and Dan Perez).

Mr. Accetturo asked to call the Monday March 22, 2021 PCFA meeting to order, please call the roll.

ROLL CALL:	Mr. Larsen	-	Present
	Mr. Lazorisak	-	Present
	Mr. Mach	-	Present
	Mr. Perez	-	Present
	Mr. Accetturo	-	Present

Also present; (via phone: Brian Tipton, General Counsel); James Williams, Director of Operations; and Mariann Cliff, Recording Secretary.

The Pledge of Allegiance was led by Chairman Accetturo.

Mr. Accetturo read the following statement: “Adequate notice of this meeting of March 22th 2021 was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Pollution Control Financing Authority of Warren County (PCFAWC) to the Warren County Clerk, the Warren County Board of Chosen Freeholders, The Express-Times, and by posting a copy thereof on the bulletin board in the office of the PCFAWC. Formal action may be taken by the PCFAWC at this meeting. Public participation is encouraged”.

MINUTES

M-1 Regular monthly meeting minutes – February 22, 2021

Mr. Lazorisak made a motion to approve the Regular Monthly Meeting Minutes from February 22, 2021 as Amended, seconded by **Mr. Accetturo**.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Lazorisak	-	Yes

Mr. Mach - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

M-2 Executive Session– February 22, 2021

Mr. Accetturo stated that there was no need for an executive session so they would move on to correspondence.

CORRESPONDENCE

Mr. Williams stated that there was no correspondence.

PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Mr. Accetturo stated that there was no public so they would move on.

FINANCE

A-1

Mr. Accetturo stated they would move on to Finance with Mr. Williams.

Mr. Williams stated that there was really nothing to report, it was still early on in the year. There was one item, and they would get to it later in the meeting, a number of the contracts have come back. Other than that, everything is still moving forward as planned as far as the budget goes. Mr. Williams stated that if no one had any questions there was a resolution to pay bills resolution R-03-01-21.

Mr. Accetturo asked if there was there a motion on the resolution R-03-01-21 to pay bills

Mr. Lazorisak stated that he would make the motion.

Mr. Accetturo stated that he would make a second.

ROLL CALL: Mr. Larsen - Yes
Mr. Lazorisak - Yes
Mr. Mach - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

On a motion by **Mr. Lazorisak**, seconded by **Mr. Accetturo**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 22, 2021*.

RESOLUTION

R-03-01-21

To Pay Bills – March 22, 2021

WHEREAS, the Pollution Control Financing Authority of Warren County has been presented with invoices for services, supplies and other materials rendered to it or on its behalf;

NOW, THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the following bills be paid:

See Attached

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

We hereby certify Resolution to Pay Bills in the amount of \$ 295,598.12 to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the 22th day of March, 2021.

Mariann Cliff
Recording Secretary

James Williams
Director of Operations

Approved: 03/22/21

Mr. Williams stated the next item, which is R-03-05-21 this is at the very top of page 2 of the Agenda. It is a Resolution for the Cash Reserve Investment Management Agreement. This was just a formality as the money has already been transferred. This has to do with the \$15,000,000.00 escrow that they took out of Fulton financial and transferred it to Fulton Bank directly, we needed to update a resolution so that I was named the CFO, previously it was Charles Houck who has retired. They

would need to pass the resolution even though it was only a formality as he mentioned the money has already been transferred.

Mr. Perez stated that he would make the motion.

Mr. Lazorisak stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

PERSONNEL

Mr. Williams stated that the next item was A-8, which was the Director of Operations job description that the Authority currently had. Mr. Williams stated that Mr. Lazorisak had also located one from the New Jersey civil service commission. He then stated that the Board might want to have a discussion on these.

Mr. Lazorisak stated that moving forward with Mr. Williams retiring, and by the way, congratulations. Obviously, they need to start getting advertisement out and interviewing. Because they deal with civil service, he just went on the web site and sure enough, they did have a Director of Operations solid waste job description. Mr. Lazorisak stated that he looked at what the Authority had and he thinks that they could use both of these descriptions to draw up a really good job description.

Mr. Lazorisak stated that he thinks that they need to start moving.

Mr. Lazorisak asked Mr. Williams if he was leaving at the end of June.

Mr. Williams replied that yes he was. Mr. Williams then stated that this was not a civil service position. Mr. Lazorisak stated that yes that was correct. Mr. Williams replied that he wanted everyone to be clear on that.

Mr. Perez asked what they were looking at, were they adding a new job on when Mr. Williams retires? Mr. Lazorisak replied no, they were updating his job description to put out for advertisement, so that they could get some candidates in to interview and fill Mr. Williams's position for when he retires in June.

Mr. Perez asked if this was just a title change. Mr. Williams stated no there was no change. The options were, that they could elect to use the job description that the Authority already has, or as Mr. Lazorisak has suggested merge the two job descriptions together to make an updated job description for the Director of Operations. This was the Boards choice to make.

Mr. Lazorisak stated that if they go through the both of them, there are many similarities they were not recreating the wheel. There are some good points that could be added into both.

Mr. Accetturo asked if it would be a good idea to have a subcommittee maybe Mr. Lazorisak and Mr. Williams and maybe another Board member who would want to work on it and put this together so they could put it out for advertisement?

Mr. Accetturo asked if there was anyone out there that would be interested in doing that?

Mr. Lazorisak stated that he had no issue he could combine the two and get copies to everyone for review.

Mr. Accetturo replied or you could do it that way.

Mr. Lazorisak stated then at that point Mr. Accetturo was correct that once they advertise, they should have a subcommittee for interviewing, going through and scaling each applicant, narrow it down to a handful, and then call them in for interviews for the entire Board. Mr. Lazorisak stated that he thinks that for the entire Board to go through every resume that they may get and initial interviews would bog this down. Usually, it would be quicker when there is a small subcommittee, and then present a handful of candidates to the entire Board.

Mr. Perez stated that he would make a motion for that.

Mr. Larsen stated that he would volunteer for that committee.

Mr. Williams repeated that Mr. Larsen would volunteer. Mr. Lazorisak stated that he Mr. Larsen and Mr. Williams would form the subcommittee.

Mr. Accetturo asked if they need a motion. Mr. Williams replied that it was on the record, he thought that was good enough. Mr. Accetturo stated that sounds good.

Mr. Williams stated that everyone should take a look at the two job descriptions and if they have anything, any comments, please get back to either Mr. Larsen, Mr. Lazorisak and himself asap so they can get this finalized and get it out.

Mr. Lazorisak stated that if there is anything that you absolutely want in or anything you absolutely want out of it please let them know.

Mr. Perez stated that he would like to make a comment, before they move on. Mr. Accetturo replied ok. Mr. Perez stated that he does not want to step on any toes but he thinks that this subcommittee should be the officers of the commission handling this.

Mr. Lazorisak replied that Mr. Larsen and he are commissioners.

Mr. Williams asked if Mr. Perez was suggesting Chairman, Vice Chair and Secretary? Something like that? Mr. Perez replied yes.

Mr. Williams stated that they could not have three Board members it could only be two. Mr. Perez replied ok.

Mr. Lazorisak stated that Mr. Perez could take his place if he would like to take his spot he could have it. Mr. Perez replied no, it was fine. He thought that with something like this it should be the commissioners but he did not know about that rule so he was fine with it. Mr. Williams replied ok.

Mr. Williams stated ok, moving on.

Mr. Mach stated that he believed that there was a motion on the floor from Mr. Perez.

Mr. Williams asked what the motion was.

Mr. Perez stated that he did make a motion to move forward.

Mr. Williams asked if this was with creating a job description. Mr. Perez stated yes.

Mr. Lazorisak stated that he would second the motion to put a subcommittee together comprised of himself, Mr. Larsen and Mr. Williams to put together and advertise for applicants.

Mr. Mach asked if this was an add-on to Mr. Perez's motion. Mr. Lazorisak replied no, that should be the motion.

Mr. Mach replied that was the motion, does Mr. Perez agree with that? Mr. Perez replied yes.

ROLL CALL: Mr. Larsen - Yes
Mr. Lazorisak - Yes
Mr. Mach - Yes
Mr. Perez - Yes
Mr. Accetturo - Yes

FACILITIES/RECYCLING

Mr. Williams stated that the next thing landfill operations, nothing really to report there. Everything is going well, waste is coming in, all is fine.

Mr. Williams stated that for cell 7 construction, the contractor has begun to mobilize on site. They have started some land clearing. They have had several meetings with the contractor, they are having them every two weeks. The DEP has been involved along with the Warren County soil conservation 'it was not called that anymore' and he does not remember what their revised title was. Soil conservation has also been attending their construction meetings.

Mr. Williams stated that there was nothing more to report, they have not received any bills yet from the contractor but he was sure that they would be coming soon.

Mr. Williams stated that the next item was A-2 they did have a discussion last month regarding the retaining wall out front. He went back to the Finelli proposal, which was A-2 it should have been in everyone's agenda package for discussion. Mr. Williams stated that even though there was a couple of Board members that agreed to move forward he feels that they should do this more formally and put it on the floor for a motion.

Mr. Williams stated that there should be a motion to move forward with Finelli consulting engineers in accordance with their proposal. The proposal was not dated but it was received in March of 2020.

Mr. Accetturo asked if Mr. Williams had reached out to Finelli. Mr. Williams replied that he had actually sent the proposal to them but he did not hear anything back.

Mr. Accetturo stated that perhaps they need to find out if the fees were still the same, which would be good to know.

Mr. Williams stated that after the last meeting he sent it out to them. Mr. Lazorisak asked if it was a year old. Mr. Williams replied yes.

Mr. Accetturo stated that he could call them and find out.

Mr. Williams replied that he could do it also, he was unsure as to why they did not respond.

Mr. Lazorisak asked would you want a motion authorizing it if Finelli holds his numbers, if the proposal was still good?

Mr. Williams replied even if the rates did change modestly, they still came in much less than the other engineers who proposed, not that they have to go with price because it was a professional service.

Mr. Williams stated that Finelli did come in way under the other two proposals.

Mr. Accetturo asked if this proposal was for the whole job. Mr. Williams replied that they went through and did a number of evaluations on different types of walls. Mr. Lazorisak replied that was what he had thought, which was better

Mr. Williams stated that they came through with the concrete type wall structure that would-be set-in place in large blocks. It is just a matter of when the time comes, they would have to pick what kind of design they would want stamped on the front of the wall for appearance.

Mr. Williams stated that they did go thru a number of different scenarios and types of walls in order to keep the cost down. What they were proposing is the preformed concrete type wall.

Mr. Mach asked if they have a cost estimate, he did not remember seeing an estimated price.

Mr. Williams replied that no they did not. They never went any further with Finelli to do that. They would not know what the price would be until a bid goes out. They could get an estimated price from Finelli once they actually elect and pick what type of wall that they want. Mr. Williams stated that since they have not officially hired Finelli to do this they do not have a price.

Mr. Lazorisak stated that he thought Mott MacDonald had worked up a few prices, they had bid it and one of their prices was to take every block out, power wash it and put it back. Mr. Williams stated that yes that was one of them.

Mr. Lazorisak stated that it was three times the cost; he thinks they also went with the other system. However, as Mr. Williams stated earlier Finelli was a lot cheaper. Mr. Lazorisak asked Mr. Williams if he still had Mott MacDonald's proposal. Mr. Williams replied that he did.

Mr. Lazorisak stated that he did recall that they had it budgeted in the capital. Mr. Williams replied that it was budgeted in the capital he would like to say that it was a couple hundred thousand dollars for this project. That number came from an estimate that he thinks they received.

Mr. Mach stated that in all honesty he thinks that they should have a number in front of them, he does not want to hold up the vote on it, they can go ahead and vote but he would like to see a number on what this is going to cost.

Mr. Williams replied that he could reach back out to Mr. Finelli if they were to move forward with his proposal and find out what the cost is. They should know, even if it is a ball park figure.

Mr. Mach replied that was better than nothing. Mr. Williams agreed. Mr. Lazorisak asked if they should table it. Mr. Mach stated that would be better than what they have right now.

Mr. Williams asked if they were suggesting that they table it or move forward with hiring Finelli so they could get the number and then they would go from there.

Mr. Mach replied move forward with hiring Finelli and first order of business would be to get an estimate. Mr. Williams agreed.

Mr. Williams stated that someone would need to make a motion regarding A-2.

Mr. Mach stated that he would make the motion.

Mr. Accetturo stated that he would second the motion.

Mr. Williams stated that he apologizes but there was a resolution R-03-02-21.

Mr. Mach stated that he would make the motion.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Williams stated that there were no updates on the H2s removal system or the solar panel project. The next item was A-3 he had emailed everyone a revised copy of A-3 that morning. A couple of additional contracts came in, and in addition to A-3 revised, another contract that came in that they need to add on was the Township of Oxford.

Mr. Williams stated that they need a motion to approve all of the contracts that you see listed in red on the A-3 revised in your email and adding the Township of Oxford to it.

Mr. Mach stated that he would make the motion.

Mr. Larsen stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Williams stated that the next three items, A-4, A-5 and A-6 was the recycling of the electronics, single stream recycling and the tires. An important thing that you would see there is of course during the month of February we had all that snow, you would see how all three of them dropped off pretty dramatically and that was directly affected by the weather. Other than that, all three programs are still working just fine.

Mr. Williams stated that the next item is A-7 this was something that they do every year, Recycling Enhancement Act Tax fund entitlement spending plan for 2020. This covers their household hazardous waste transportation of the single stream recycling and a number of other recycling activities. This is something normal that they do every year.

Mr. Williams stated if there are any questions feel free to ask and if not there was a resolution to approve it, which is R-03-03-21.

Mr. Lazorisak asked if the numbers were in line with last year. Mr. Williams replied yes, actually, they got a little bit more money this year versus last year. One additional item that they are going to be purchasing out of this fund is a 40-yard roll-off container and that is for the tire-recycling program. That money would come out of this fund, which is a good thing.

Mr. Lazorisak stated that if there were no objections, he would move R-03-03-21.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

Mr. Williams stated that the last item that he had was A-9 which was the annual 2020 recycling report this is a recycling report regarding all of the recycling that were collected here at the landfill this goes

out to all of the municipal coordinators, they all have received it along with the County Recycling Coordinator. They need this report for them to do their annual reporting also. One thing that drastically changed here were the numbers are a lot lower than they have been in previous years, was due to the elimination of the incinerator ash as cover. That was always a large number, but since they are no longer taking that in here that is why you would see the recycling number much lower this year than it has been in years past.

Mr. Lazorisak asked if that was the HHW where it was showing zero. Mr. Williams replied no, so also the HHW collection events were canceled so that was correct also. That was why the numbers were down.

Mr. Williams stated that while he was speaking about that to give the Board an update, they will be having the HHW Household hazardous waste event this year. It has already been scheduled, they started the advertising and it would be held on April the 18th. That would be from 8:00am until 12 noon right here at the landfill, which is a Sunday. They began the advertising for that and the contractors are all set up and ready to go.

Mr. Lazorisak stated that that would be a long day. Mr. Williams replied that he did not know, but it could be.

Mr. Williams stated that was all he had.

Mr. Accetturo asked for the

GENERAL COUNSEL'S REPORT

Mr. Accetturo asked for the general counsel's report. Mr. Tipton replied that the only thing that he had was Covanta and he thinks that should be discussed in executive session.

Mr. Accetturo replied ok.

NEW BUSINESS

Mr. Accetturo asked if there was any new business.

OTHER

Mr. Accetturo asked if there was any other business.

Closing Public Comments

Mr. Accetturo stated that there were no closing public comments.

EXECUTIVE SESSION

Mr. Accetturo asked if there was a motion to move into executive session.

Mr. Mach stated that he would make the motion.

Mr. Accetturo stated that he would second the motion.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Mach	- Yes
	Mr. Perez	- Yes
	Mr. Accetturo	- Yes

****Executive session started at approximately 9:55**

Mr. Accetturo stated that Mr. Lazorisak made a motion to come out of executive session.
Mr. Accetturo stated that he would second the motion.

ROLL CALL: Mr. Larsen - Yes
 Mr. Lazorisak - Yes
 Mr. Mach - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

****Executive session ended at approximately 10:07**

Mr. Lazorisak stated that he would make a motion authorizing the Director to retain Mott MacDonald to review the Wood Group's report that was submitted to them by Covanta. The contract amount was not to exceed \$15,000.00.
Mr. Mach stated that he would second the motion.

ROLL CALL: Mr. Larsen - Yes
 Mr. Lazorisak - Yes
 Mr. Mach - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

ADJOURNMENT

Mr. Accetturo stated that he would make a motion to adjourn.
Mr. Accetturo asked if there were a second.
Mr. Lazorisak stated that he would second the motion.

ROLL CALL: Mr. Larsen - Yes
 Mr. Lazorisak - Yes
 Mr. Mach - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Yes

Respectfully submitted by:

Mariann Cliff

Recording Secretary

Approved: April 26, 2021

DRAFT