

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

March 27, 2023

Mr. Accetturo called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:35 AM.

Authority Members present: Angelo Accetturo, Walter Orcutt, Rob Larsen, and Alex Lazorisak.

Mr. Accetturo asked to call the Monday March 27, 2023, PCFA meeting to order. Please call the roll.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

Also present: Brian Tipton, General Counsel; Jonathan Knittel, Director of Operations; Jamie Banghart, Assistant Director and Michelle Connors , Recording Secretary .

The Pledge of Allegiance was led by Mr. Accetturo.

Mr. Accetturo read the following statement: “Adequate notice of this meeting of March 27th 2023 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 County Commissioners, 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

Mr. Accetturo stated that the first thing on the agenda was M-1 Regular Monthly Meeting Minutes from February 27, 2023.

Mr. Orcutt stated that he would make the motion to approve M-1 Regular Meeting Minutes from February 27, 2023, seconded by Mr. Lazorisak.

ROLL CALL: Mr. Larsen - Yes
Mr. Lazorisak - Yes
Mr. Orcutt - Yes
Mr. Perez - Absent
Mr. Accetturo - Yes

Mr. Orcutt made a motion to approve M-2 Executive Session Meeting Minutes from February 27, 2023, seconded by Mr. Accetturo.

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

CORRESPONDENCE

No Report

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PUBLIC COMMENTS (AGENDA ITEMS ONLY)

No Report

FINANCE

Mr. Accetturo stated that the next item on the Agenda was A-1, February 2023 Finance Report.

Mr. Knittel stated that the finances are doing well. Mr. Knittel stated that we have a Revised Finance Report due to a formula on our spreadsheet that was missing. The formula was corrected and revised to the correct amount. Mr. Knittel stated that we are doing fairly well for this early in the year. Our tonnage is up compared to last year, which is not surprising since we were restricting our solid waste flow due to construction delays on the Cell 7. Our waste flow is as projected and expected for this year.

Mr. Accetturo asked if there was there a motion on the resolution R-03-01-23 to pay bills?

Mr. Orcutt stated that he would make a motion on the resolution R-03-10-23 to pay bills, seconded by Mr. Accetturo.

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

Mr. Perez - Absent
Mr. Accetturo - Yes

On a motion by *Mr. Orcutt*, seconded by *Mr. Accetturo*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 27, 2023*.

RESOLUTION
R-03-01-23
To Pay Bills – March 27, 2023

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. Orcutt - Yes
Mr. Perez - Absent
Mr. Accetturo - Yes

We hereby certify Resolution to Pay Bills in the amount of \$ 992,556.63 to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the 27th day of *March, 2023*.

Michelle Connors

Jonathan Knittel

Approved: March 27, 2023

PERSONNEL

Mr. Knittel stated that we will have discussions in Executive Session.

PRESENTATIONS

Mr. Knittel stated that there were no presentations.

REPORTS

Mr. Knittel stated that there were no reports.

FACILITIES/RECYCLING

Mr. Knittel presented A-2. We have received a successful bid for the 2023 Temporary Exposed Geomembrane Cover on March 17, 2023. Our lawyers have reviewed these Bid documents and we will need a motion to pass Resolution R-03-02-23 Awarding Contract for the Temporary Exposed Geomembrane Cover at the Warren County District Landfill.

Mr. Lazorisak asked if Mr. Knittel could go through the schedule?

Mr. Knittel answered that the first step was to get the gas wells and header pipes in. The header pipes and wells are installed. The header pipe should be connected this week. This bid is the liner that goes above that area. We would like to award it today. The bidder must mobilize within two to three weeks of receiving the award. They would most likely start in April/May. We have the onsite site soils and the shaping materials, which is the Processed Dredge Material (PDM). The slope is very close to final grade. They will have to do some final grading on the slope before the liner is installed. Then they will need put some PDM down as a cushion layer and start deploying eight and a half acres of liner.

Mr. Lazorisak asked if they do all the grading?

Mr. Knittel stated that they do all the grading, we pick the trash, remove all the big boulders, and anything else that needs to be removed. We hope to have this contractor onsite within two weeks.

Mr. Lazorisak asked Mr. Knittel if Mott MacDonald was going to oversee this?

Mr. Knittel stated that Mott MacDonald has the main cap. This is the West slope cap which is under Quality Control from Tetra Tech. There was a brief conversation regarding the QC on the job and the benefits.

Mr. Lazorisak stated that he would make a motion on the resolution R-03-02-23 Awarding Barbella Construction Servs, Inc, seconded by Mr. Orcutt.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	-Yes

On a motion by *Mr. Lazorisak*, seconded by *Mr. Orcutt*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 27, 2023*.

RESOLUTION

R-03-02-23

Awarding Contract for the
Temporary Exposed Geomembrane Cover
at the Warren County District Landfill

WHEREAS, the Pollution Control Financing Authority of Warren County (the “Authority”) requested bids for the Temporary Exposed Geomembrane Cover at the Warren County District Landfill;

WHEREAS, a total of three (3) bids were received by the Authority on March 17, 2023.

WHEREAS, a review of these bids by the Authority and its Engineer revealed that **Barbella Construction Servs. Inc.** was the lowest, responsive bidder.

NOW, THEREFORE BE IT RESOLVED, by the Authority that **Barbella Construction Servs. Inc.** be awarded the contract for the Temporary Exposed Geomembrane Cover at the Warren County District Landfill as described in and, in accordance with the Specifications and Bid Documents for the Temporary Exposed Geomembrane Cover dated January 2023, for an amount of **\$1,392,345.00**.

ROLL CALL:	Mr. Larsen	-	Yes
	Mr. Lazorisak	-	Yes
	Mr. Orcutt	-	Yes
	Mr. Perez	-	Absent
	Mr. Accetturo	-	Yes

Dated: March 27, 2023

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Michelle Connors

Landfill Operations

Mr. Knittel stated that seven new gas wells were installed last week in old cell. The contractor is finishing connections this week.

Mr. Knittel stated Cell 7 primary leachate perforated pipe is to be connected this week and start pulling a vacuum pressure to create a negative pressure on Cell 7. This is to control gas in the new Cell.

Mr. Knittel stated onsite production of cap materials is running smoothly.

Mr. Knittel stated that all of Cell 7 remaining punch list items have been completed and we should be receiving the last bill this month. The only outstanding punch list item would be guarantee of germination of grass seed. This was hydroseeded this past week and anything that would be under warranty.

Mr. Knittel stated FEMA Drainage Repair Bid is currently open to bidders. PCFA is coordinating with FEMA regarding documentation and reimbursement work . This work should be completed in August 2023.

Mr. Knittel stated that the Administrative Consent Order is part of the FEMA Drainage Repair. This is on track to be 100% completed in August, 2023.

Mr. Knittel stated that the PCFA removed litter from our scale house to Route 31. Oxford Township also did some brush removal as well in the same area close to Rt. 31.

Mr. Knittel presented A-3 which is Tomco’s Change Order #6. This is for more yards of DGA roadstone that was used on the roadways.

Mr. Lazorisak stated that he would make a motion on approving Change Order #6 for Tomco Construction, second by Mr. Orcutt.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

Mr. Knittel presented A-3 through A-6, which are our recycling programs that are running very well.

Mr. Knittel presented A-7 Waste Disposal Fee Schedule. No changes.

Mr. Knittel presented A-8 which is the Recycling Enhancement Act Tax Fund Entitlement Spending Plan 2022 from the County. Mr. Knittel stated that he and Mrs. Banghart reviewed this with Mr. Dech, County Planning Director. We will need a resolution approving this.

Mr. Lazorisak stated he would make the motion approving R-03-03-23 the Recycling Enhancement Act Tax Fund, second by Mr. Orcutt.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

On a motion by *Mr. Lazorisak*, seconded by *Mr. Orcutt*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 27, 2023*.

RESOLUTION

R-03-03-23

RESOLUTION APPROVING THE RECYCLING ENHANCEMENT ACT TAX FUND ENTITLEMENT SPENDING PLAN 2022

Enabling Resolution Authorizing the filing of a Spending Plan for 2022 Recycling Enhancement Act Tax Fund Entitlement pursuant to P.L. 2007 c.311 et seq. hereinafter, the Act.

WHEREAS, P.L. 2007 c.311 et seq. provides for the awarding of Recycling Enhancement Tax entitlements by the Department of Environmental Protection to designated solid waste management districts to assist them in the preparation, revision and implementation of comprehensive solid waste management and recycling plans; and

WHEREAS, the Pollution Control Financing Authority of Warren County desires such financial assistance to fulfill its responsibilities under the Solid Waste Management Act and the Recycling Enhancement Act.

NOW THEREFORE, BE IT RESOLVED by the Pollution Control Financing Authority of Warren County:

1. That a Spending Plan be submitted to the Solid and Hazardous Waste Management Program for 2022 Recycling Enhancement Act Tax Entitlement in the amount of \$162,000.00
2. That the Board Chairman of the Pollution Control Financing Authority of Warren County is hereby authorized and directed to execute and file such spending plan with the Department of Environmental Protection, to provide additional information and furnish such documents as may be required; to execute such documents as are required; and to act as the authorized correspondent of the Warren County Solid Waste Management District.
3. That the Pollution Control Financing Authority of Warren County designated by the Warren County Board of County Commissioners as the implementing agency to perform the Recycling Enhancement Tax Entitlement on April 1, 2022.
4. That the Warren County Solid Waste Management District does hereby hold the State of New Jersey, and its departments and agencies harmless from any damages, losses and claims which may arise directly or indirectly from the execution of the entitlement.
5. That the Warren County Solid Waste Management District hereby accepts the terms and conditions set forth in the Act and the guidelines promulgated under it.

ROLL CALL:	Mr. Larsen	-Yes
	Mr. Lazorisak	-Yes
	Mr. Orcutt	-Yes
	Mr. Perez	-Absent
	Mr. Accetturo	-Yes

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Michelle Connors
Recording Secretary

Date: March 27, 2023

Mr. Knittel presented A-9. He stated that we have the opportunity to purchase a A35F Volvo Rock Truck. The Foreman and Mr. Knittel have tested the machine.

Mr. Lazorisak stated that he spoke with Mr. Knittel and Mr. Orcutt before the meeting in regards to this haul truck. They both agree that it is a good decision.

Mr. Lazorisak stated that he would make the motion authorizing the Director to purchase the A35F Volvo Rock Truck, second by Mr. Orcutt.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

Mr. Knittel presented A-10. He stated that the Retaining Wall is ready to go out for rebid. We have removed some trees and unstable blocks. He also stated that he has the opportunity to purchase the supplies in-house to lesson material lead time. He would just need the Board's approval to purchase materials up-front.

Mr. Lazorisak stated that Mr. Orcutt and himself will be working closely with Mr. Knittel on this project since there is a lot of details with this retaining wall project.

Mr. Accetturo asked if we are still going out for bid for the labor to do this retaining wall?

Mr. Knittel stated yes, we are.

Mr. Lazorisak stated he would make the motion authorizing the Director to purchase the block for the Retaining Wall Project based on Mr. Orcutt and Mr. Lazorisak's recommendations, second by Mr. Orcutt.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

GENERAL COUNSEL'S REPORT

Mr. Accetturo asked Mr. Tipton for the General Counsel's report.

Mr. Tipton replied that he had nothing for public session, just executive.

OTHER

Mr. Accetturo asked if there was any other business.

Mr. Lazorisak stated that he sat down with Mr. Knittel and Mrs. Banghart. He reviewed some of the proposed personnel requests. He also went through civil job descriptions of this possible position. Mr. Lazorisak stated that we will need to go into Executive to discuss further.

CLOSING PUBLIC COMMENTS

Mr. Accetturo asked if there were any closing public comments?

None

PRESS COMMENTS & QUESTIONS

Mr. Accetturo asked if there was anything else, any comments?

None.

EXECUTIVE SESSION

Mr. Accetturo stated that he would make the motion to go into Executive session, seconded by Mr. Larsen.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

RESOLUTION

R-03-04-23

AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Authority has a need to discuss the following matter(s) in Executive Session:

Personnel Matters
 Contractual Matters

It is not possible, at this time, for the Authority to determine when and under what circumstances the above-referenced item(s), which are to be discussed in Executive Session, can be publicly disclosed;

NOW, THEREFORE, Pursuant to N.J.S.A. 10:4-1 et. seq., BE IT RESOLVED by the Pollution Control Financing Authority of Warren County that the matter(s) as noted above will be discussed in Executive Session.

Moved By: Mr. Accetturo

Seconded By: Mr. Larsen

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

Mr. Perez - Yes
Mr. Accetturo - Yes

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Recording Secretary
Michelle Connors

Dated: 03/27/2023

**** Executive session began at approximately 10:00 am.**

Mr. Lazorisak stated that he would make the motion to go into public session, seconded by Mr. Larsen.

ROLL CALL: Mr. Larsen - Yes
Mr. Lazorisak - Yes
Mr. Orcutt - Yes
Mr. Perez - Absent
Mr. Accetturo - Yes

****Public session started at approximately 10:39 am.**

Mr. Lazorisak stated he would make a motion authorizing a cellphone stipend in the amount of \$25.00 per person per pay for the Director , Assistant Director and Working Foreman, seconded by Mr. Larsen.

ROLL CALL: Mr. Larsen - Yes
Mr. Lazorisak - Yes
Mr. Orcutt - Yes
Mr. Perez - Absent
Mr. Accetturo - Yes

ADJOURNMENT

Mr. Lazorisak stated that he would need a motion to adjourn.
Mr. Orcutt stated that he would make that motion, second by Mr. Larsen.

ROLL CALL:	Mr. Larsen	- Yes
	Mr. Lazorisak	- Yes
	Mr. Orcutt	- Yes
	Mr. Perez	- Absent
	Mr. Accetturo	- Yes

*****Meeting was adjourned at approximately 10:45 AM***

Respectfully submitted by:

Michelle Connors

Recording Secretary

Approved: 04/24/23