

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

July 24, 2023

Vice Chairman Walter Orcutt called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:36 AM.

Authority Members present: Walter Orcutt, Rob Larsen, and Dan Perez (via conference call),

Mr. Orcutt asked for the roll call.

ROLL CALL:	Mr. Larsen	- Present
	Mr. Lazorisak	- Absent
	Mr. Orcutt	- Present
	Mr. Perez	- Present (via zoom call)
	Mr. Accetturo	- Absent

Also present: Brian Tipton, General Counsel; Jonathan Knittel, Director of Operations; and Mariann Cliff Administrative Assistant.

The Pledge of Allegiance was led by Vice Chairman Walter Orcutt.

Mr. Orcutt read the following statement: "Adequate notice of this meeting of July 24th 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. Orcutt asked if there was a motion for M-1 the regular Monthly Meeting Minutes from June 26.

Mr. Perez, stated that he would made a motion to approve the Regular Monthly Meeting Minutes from June 26, 2023, seconded by Mr. Larsen.

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

Mr. Orcutt asked if there was a motion for M-1 the Executive monthly meeting minutes from June 26.

Mr. Perez stated that he would make the motion to approve the Executive Monthly Meeting Minutes from June 26, 2023.

Mr. Larsen stated that he would second the motion.

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

CORRESPONDENCE

Mr. Orcutt stated that under correspondence they had the Administrative Consent Order deadline extension until October 31, 2023. Then asked Mr. Knittel if he had anything to add. Mr. Knittel replied no, that was the same deadline that Tomco had to finish the job. He had asked the State if he should ask for more time than that, and they had replied no, just ask for the contract time. They also said that if they have any kind of delay to let them know.

PUBLIC COMMENTS (AGENDA ITEMS ONLY)

Mr. Orcutt asked if there were any public comments, but seeing no public they would move on.

FINANCE

Mr. Orcutt stated that next was finance with Mr. Knittel.

Mr. Knittel stated that the finance report A-1 which Mrs. Banghart creates each month was here. As they know, the end of June was half way through the year, 50%.

If you look at their finances, they were pulling in revenue ahead of the 50% projection and the spending was right at the 52% level. The reason they were a couple of percent over half the expenditures, for half the year it was frontloading of insurance policies from the beginning of the year. They were right on track for expenditures and they were ahead significantly on revenues and they were definitely going to use it, since it was the last year to have the extra tonnage coming in. Next year the tonnage would be fixed for the next ten to twenty years at a specific tonnage rate to make this place last for the forty-one years they had left.

Mr. Knittel stated that this year the tonnage was only up because they have some capping projects going on, and they need extra material under the cap before they can put the cap in place. So that was why they have a little extra revenue.

Mr. Orcutt asked if a lot of the extra tonnage was cap and not trash.

Mr. Knittel replied that it was solid waste. The only reason it was coming in at a higher rate was just because they need it to shape the landfill properly.

Mr. Knittel stated that they would see that the landfill closure accounts were doing very well for the first time they were making significant interest now that the financial planner has had time to catch up on CD's and Government bonds those percentages of interest were coming up nicely. That was one of the highlights, it was nice to see the closure funds making some money for the first time in a while.

Mr. Orcutt asked for a motion to pay the bills, resolution R-07-01-23.

Mr. Perez stated that he would make the motion.

Mr. Larsen stated that he would second the motion.

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

On a motion by **Mr. Perez**, seconded by **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on July 24, 2023.

R E S O L U T I O N

R-07-01-23

To Pay Bills – July 24, 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 - Absent
 Mr. Orcutt - Yes
 Mr. Perez - Yes
 Mr. Accetturo - Absent

We hereby certify Resolution to Pay Bills in the amount of \$ 859,900.63 to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the 24th day of July, 2023.

Mariann Cliff
Recording Secretary

Jonathan Knittel
Director of Operations

Approved: 7/24/23

Mr. Orcutt stated that they had a resolution to adopt the 2022 Audit and authorize the signing of the group Affidavit.

Mr. Knittel stated that they received their final Audit, and everyone has a copy in the packets. There was a list for all Board members to sign and they had 45 days for that to be turned in. The requisite synopsis was posted to the Express Times and all other publications that were required.

Mr. Orcutt stated that Mr. Knittel and himself discussed earlier that there was a typo in the document and it had been reported, though it was nothing substantial.

Mr. Knittel handed out the following resolution:

On a motion by **Mr. Perez**, seconded by **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *July 24, 2023*.

RESOLUTION
R-07-02-23

Resolution to Adopt the 2022 Audit

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2022 has been completed and filed with the Local Finance Board, State of New Jersey pursuant to N.J.S.A.40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Pollution Control Financing Authority of Warren County hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended 2022, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

ROLL CALL:

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

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON July 24, 2023

Secretary

Date

LOCAL AUTHORITIES GROUP AFFIDAVIT FORM PRESCRIBED BY THE
NEW JERSEY LOCAL FINANCE BOARD AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Pollution Control Financing Authority of Warren County, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed/elected (cross out one) members of the Pollution Control Financing Authority of Warren County
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended 2022, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

(PRINT NAME)

(SIGNATURE)

Robert Larsen

Alex Lazorisak

Walter Orcutt

Daniel Perez

Angelo Accetturo

Sworn to and subscribed before me this ____ day of _____, 2023 ____

Mr. Orcutt stated that they would need a motion.

Mr. Perez stated that he would make the motion for R-07-02-23.

Mr. Larsen stated that he would second the motion.

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

PERSONNEL

Mr. Knittel stated that they had utilized some part-time labor in the last month. On average they used 15 to 20 hours a week. Mostly when people called out or were on vacation. They used Mr. Robert Horsey as a part-time operator, mostly in the rock truck. He was also proficient with the excavator as well so they would continue to utilize him as part-time labor as the need arises. Nothing else on personnel.

FACILITIES/RECYCLING

Mr. Orcutt stated that under facilities was the articulated truck which he discussed before the meeting with Mr. Knittel.

Mr. Knittel replied yes, the Auditors and the State of new Jersey finally got around to reviewing their budget for the year and the State did have a question regarding the unrestricted net position, which he passed on to the Auditor. For now, until they have that resolved with the State of New Jersey, they were going to hold off on the rock truck. They do have a small budget for renting if they need to for a few months towards the end of the year.

They do have some built in capital for maintenance in the admin building, and they did get some quotes on some flooring and they probably would have to go out to bid on that since the cost was over the threshold of 17,500.00.

They would put a bid package together for a non-carpeted, probably vinyl floor and show some samples and options to the Board at the next meeting.

Mr. Knittel stated that an update on the west-slope cap, that job was being inspected today for a 100% completion. The job from start to finish was only a few months and it stayed on-time and under-budget. It also finished sooner than anticipated, that was all good news on the west-slope cap. As a reference, they have had 22 inches of rain in the last three and a half weeks, 100% of that rainfall was shed to the stormwater pond instead of becoming leachate. The value of those 22-inches of rain, was

approximately \$400,000.00 in leachate savings. The whole project was 1.6 million so they already recovered 25% of the project costs. Mr. Knittel stated that was assuming that it was 100% infiltration, and now it's 100% runoff, it was not 100% infiltration in the past, it may have been 30% or so but they were well on their way to recovering the return on investment with that.

Mr. Knittel stated that for an update on residential clean processed dredged material, they were moving the ball along with the NJDEP and the vendor. The excavator was Don Jon Marine, it was the Newark-bay dredge project, the material was clean because it was already dredged four years ago, so the new sediment that came in in the last four or five years was testing clean and it looks like they would get DEP approval in a few weeks. This would be for a ballpark number of 40,000 yards of residential clean PDM for shaping of the cap. They saw how well that worked out on the west slope, so they definitely would be using that material on the main cap as well.

Mr. Orcutt asked about the price of the product.

Mr. Knittel replied that it was \$7.00 per yard delivered, (positive tipping fee)

Mr. Knittel stated that what was left with cell 7 construction was the 20% retainage and that was just for the last couple of items. The grass was growing now because of the rain they have had and there were some survey monuments that they put in last week and they were down to the last bits, one being the aluminum trash rack on one of the storm pipes. So, they should be able to release the 20% retainage soon on cell 7.

The FEMA Drainage Repair Project was underway, the contractor mobilized last week. They (Tomco, our contractor) built a berm around our lay-down-yard for sediment that was going to come out of pond #2. They had effectively de-watered pond #2 empty as of yesterday. They waited for that big storm event to pass, then, they put an 8-inch pump in. They have been pumping that water to an on-site infiltration bed, no off-site discharge, and they have been able to infiltrate all of that pumped water into IO3 infiltration bed.

The Retaining Wall project mobilization date was next week, August 7th. Tom Bartha Excavating from Warren County was the contractor, they were in the process of submitting payment to the block company for the blocks that were poured. Bartha did ask the PCFA this morning in an email, if we would pay for the poured block as soon as possible.

Mr. Knittel's understanding was, if the block was on-site and Bartha submitted an invoice, he could cut a check and pay them. But not if the block was not on-site.

Mr. Knittel's assumption when they won the bid was that they would front the cost for the \$70,000.00 worth of block until it arrived at the PCFA.

There was a discussion regarding Bartha's request and the conclusion was, that until the block was at the PCFA a check could not be cut.

Mr. Knittel stated that the leachate hauling automated kiosk, that was authorized last month was now very important with all these huge storm events. Our storage capacity for leachate has diminished. They still do have adequate emergency storage, but they have not been able to keep the scale open 24/7.

Passaic Valley Sewerage Commission, was willing, for the 12 hours per day that they do not have someone in the scale, to take each truck at 6,000 gallons per tanker, which was the average run for

four months. PVSC was very good to work with us on keeping trucks running 24/7 during the storm events.

Mr. Knittel stated that the next bullet item was July 2023 storm update and damage evaluation. It was his understanding that Warren County was a disaster declaration County at the State level. Which enables them to track damage and seek FEMA reimbursement for any damages. As far as they could tell, very large facility, a lot of infrastructure, it seems like the damage which sounds like a lot, but it could have been much worse. It was around \$100,000.00 to \$150,000.00 worth of damage here, some of the blanket stone that was in the new cell, migrated down the hill due to the sheer amount of rainfall around the rain flaps. It needs to be pushed back in place. Other damages were erosion and movement of rock that has to be put back in place, the cleanup could be much cheaper if they were to use their inhouse machinery and labor. Either way, they would track storm damage.

Also on July storm damage, he had a call from Mr. Lazorisak and he has asked him to look at storing vegetative waste on-site temporarily, it was a temporary debris-storage area but it has a specific name for it in the NJ-OEM.

Mr. Orcutt stated it was called an Unprocessed Vegetative Stockpile.

Mr. Knittel replied yes, and that Unprocessed Vegetation could be stored temporarily and sent to a recycling facility, or they could they could bring a tub grinder in and grind it and process it here into a more useful product, perhaps even for daily cover.

This vegetation and where they could store it was further discussed in detail.

Mr. Knittel stated that all the damage was mainly coming from four townships, and they were interested in doing vouchers for their citizens, White township, Oxford, Franklin and perhaps Belvidere later in the day. This would give people that they verified first, vouchers to come to the landfill, and then we would bill the town back at the \$84.00 rate. This way the residents do not have to pay cash out of pocket for debris disposal, the town would then get the bill from us and submit it to FEMA.

This was briefly discussed among the Board members.

Mr. Knittel stated that next was the waste disposal fee, there were a couple of updates. We added an interlocal agreement with the town of Oxford they were interested in storm clean-up, and because Oxford is generally free, they did not have an existing agreement.

The difference with Oxford is that instead of the residents coming here, they chose to have them come to their municipal yard and place the storm trash into two roll-offs and they would bring the roll-offs here and be billed to Oxford. They would need a motion to add Oxford and White Township to our existing interlocal agreements.

Mr. Orcutt asked for a motion to add Oxford and White Township to the Interlocal agreements.

Mr. Larsen stated that he would make the motion to add Oxford and White Township.

Mr. Perez stated that he would second the motion.

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

Mr. Knittel stated that all recycling programs, Electronics, Tire and Single stream were going well, obviously there were a few more freon devices such as freezers and dehumidifiers that went under water. Other than that, the voucher system for the three or four towns that were doing it, he would imagine that it would include the freon devices in it also. The scale staff would be instructed to bill the \$15.00 freon item to the towns with the vouchers as a separate line item.

Mr. Knittel stated that was all he had for facilities.

GENERAL COUNSEL'S REPORT

Mr. Orcutt asked for the General Counsel's report.

Mr. Tipton replied that he had nothing to report

OTHER

Mr. Orcutt asked if there was any other business.

Closing Public Comments

Mr. Orcutt asked if there were any closing public comments.

PRESS COMMENTS & QUESTIONS

Mr. Orcutt asked if there was anything else, any comments.

EXECUTIVE SESSION

Mr. Orcutt asked if there was a need for Executive session.

Mr. Knittel replied that he did not think so since Mr. Accetturo and Mr. Lazorisak were not here. Mr. Knittel stated that there was an internal position that Mr. Perez and Mr. Lazorisak had met about. He thinks that it would have to wait for next month's meeting for that committee to make a full recommendation to the Board. So, there does not seem to be a need for an Executive session.

ADJOURNMENT

Mr. Orcutt asked for a motion for adjournment

Mr. Perez stated that he would make a motion to adjourn.

Mr. Larsen stated that he would second that motion.

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

*****Meeting was adjourned at approximately 10:00 AM***

Respectfully submitted by:

Mariann Cliff

Recording Secretary

Approved: