

POLLUTION CONTROL FINANCING AUTHORITY
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

September 25, 2023

Chairman Angelo 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, Rob Larsen, and Dan Perez.
Also, present (via google meets) Alex Lazorisak and Walter Orcutt.

Mr. Accetturo asked to call the Monday September 25, 2023, PCFA meeting to order, please call the roll.

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

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

The Pledge of Allegiance was led by Chairman Accetturo.

Mr. Accetturo read the following statement: “Adequate notice of this meeting of September 25th 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 asked if there was a motion for M-1 the regular monthly meeting minutes from August 28, 2023.

Mr. Orcutt stated that he would make a motion to approve the Regular Monthly Meeting Minutes from August 28, 2023.

Mr. Larsen stated that he would second the motion.

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

Mr. Orcutt stated that he would make a motion for the Executive minutes from August 28, 2023.

Mr. Larsen stated that he would second the motion.

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

CORRESPONDENCE

Mr. Accetturo stated next was correspondence. C-1.

Mr. Knittel stated that there was one, he did receive the bid package from Covanta. Mr. Knittel then asked Mr. Lazorisak if it was ok to put this on the agenda at this time, and present it. It was a 92-page bid document, he had reviewed it and had a few comments that he wanted to share with the Board.

Mr. Lazorisak replied that he certainly could share it with the Board but it would be a question for Mr. Tipton as he could not be sure if they could comment on it. They have an agreement with Covanta to dismantle the facility. He believes the purpose of the bid documents if he recalled, was to get Mr. Orcutt, himself, and Mr. Knittel to sit down, to see what infrastructure they may want to leave there for any future site down the road.

A discussion followed that went over some of the things that they might want to keep. Mr. Knittel agreed to email the bid package to the Board members, and they would get together in the first week or so of October.

Mr. Knittel stated that another correspondence was an email that came in with a possible odor related issue. He did reply to it, and he had the letter here as a handout. In the reply he stated that they would diligently investigate, to determine if the odor was coming from the landfill, and to resolve.

There was a discussion that outlined what steps that the PCFA was taking to make sure that the landfill was not creating odors in the community. The steps included were, purchasing new meters to put along the fence-line to make sure that they were not letting any odors get past it. Adding additional amounts of intermediate cover especially around the pump-house and where any stone that was part of the original cell construction was exposed. (Clean stone would allow odors to vent from deep within the cell). Additionally, they purchased perforated pipe for two horizontal collectors, they would be installed as soon as it arrives, which should be in about 2 weeks. They purchased new meters that were both methane and H₂S, these were purchased because currently they were not picking up anything on the existing H₂S meters.

After further discussion about the odor and how it may be able to travel down the Pequest river, plus what time of day it was noticeable.

Mr. Knittel stated that they also have SCS gas services coming this week to do a survey of the new cell. They had a meter that was able to detect odors coming from the landfill and would go over the whole area to pinpoint the locations of any odors or hotspots.

The other thing that they changed was putting a different operator in that cell to see if technique may also be a contributing factor.

Mr. Knittel stated that he would be looking for some feedback on the odor issue right away to see if the changes made would resolve any issues.

Mr. Orcutt asked Mr. Knittel about the onsite and offsite, remote monitoring that they spoke of earlier this year.

Mr. Knittel replied that they still have that quote, and it was a good technology, it was called Envirosuite. It consisted of a weather station with 4 or 5 perimeter monitors and while it does not eliminate odors, it does give them data to support if the claims of odor were indeed coming from the landfill or if it may be from another nearby source.

Mr. Knittel stated that this product did have an installation cost and a monthly fee, he would send the quote to the Board members to have another look at it.

There was more discussion on odors and how SCS was going to survey the landfill and the safety aspect for our employees.

FINANCE

Mr. Knittel stated that next was Finance. Mrs. Banghart stated that their finances were doing very well, they did transfer 1.4 million into Valley and they were now waiting on a remote deposit machine and credit card machines, in order to use a bank in the local host community.

They were also waiting on a two-million-dollar reimbursement from the closure funds from the State. Everything else was doing well.

Mr. Knittel stated that they needed a resolution to pay bills

Mr. Accetturo stated that he would make the motion authorizing R-09-01-23.

Mr. Larsen stated that he would make a second.

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

On a motion by **Mr. Accetturo**, seconded by **Mr. Larsen**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *September 25, 2023*.

RESOLUTION

R-09-01-23

To Pay Bills – September 25, 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 - Yes
Mr. Accetturo - Yes

We hereby certify Resolution to Pay Bills in the amount of **\$1,264,125.90** to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the 25th day of *September, 2023*.

Mariann Cliff
Recording Secretary

Jonathan Knittel
Director of Operations

Approved: 9/25/23

Mr. Knittel stated that the next resolution would be to adopt the 2023 budget, he does realize that it sounds strange but at the last meeting the State had made an edit and so they had to re-adopt that budget.

Mr. Knittel stated that he had R-09-02-23 adopting the 2023 Budget that they reintroduced at the last meeting. The only changes that were made, was the sourcing from the capital, it shifted from capital funds to closure funds. The DCA does not want them using their own capital funds for certain projects. They would like to limit the amount of capital that they use right now until some more of the loan from cell 7 could be paid back. That is what the budget change was.

Following a short discussion regarding the changes, Mr. Accetturo stated that he would make the motion R-9-02-23 Adopting the 2023 Budget.

Mr. Larsen stated that he would second the motion.

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

Mr. Knittel stated that they would have to have an additional meeting with both Finance and Capital committees to go over the 2024 draft budget. It was included in this agenda package, so all five members should take a good look at the 2024 budget, and let him know if there were any comments.

There was a quick discussion regarding having enough in the engineering budget to do what they needed to do for a possible new treatment plant.

Mr. Knittel stated that A-4 was a draft letter for Landlord Master Account. Mrs. Banghart stated that this was an escrow account that was set up through Fulton Advisors which was out in Lancaster and it has been inactive for years. There were businesses on the account that have long since been out of business. They were trying to clean it up and give them their money back.

Mr. Knittel stated that they had drafted a letter, counseled with Mr. Tipton and he advised them to send out letters to any party that they could find, notifying them that there were funds that belonged to them, (using last known addresses).

Mr. Knittel stated that they were going to research and send out the form letter to as all parties that were involved.

Mr. Knittel stated, that should be all for finance.

PERSONNEL

Mr. Knittel stated that there was nothing on personnel.

PRESENTATIONS

None

REPORTS

Mr. Knittel stated that there were no reports and they would go into facilities and recycling.

FACILITIES/RECYCLING

Mr. Knittel stated that they already covered one subject, which was the odor concerns. Other facility updates were, the west slope Cap project was complete, payment application #4 includes a change order that was discussed last month, to place the remaining PDM onto the south slope. That resolution was still in final review and would be available next month.

Mr. Knittel stated that the next item was the permanent closure cap, they have 95% drawings available here at the office. The Specifications were underway. The goal was to present the drawings and specifications for closure of a portion of the landfill, at next month's meeting. And then at the November 20th meeting they would be looking for a motion to go out to bid.

Next month they would have the package to give to the Board, thus allowing them a full month to review anything on the drawings or specs. It was a straight forward capping project, and at that time the draft drawings would also go to the State of New Jersey for their review. Then the following month if everything was fine, that's when they would go out to bid, in November. So, if it went out to bid at the November 20th meeting, it would go out for a good 60 days, which would mean that it would get awarded early February, still ahead of the construction season. So, it does give them a month or two buffer, they would like to start construction as soon as weather allows on the main cap. The PDM that will be used to help the job along, has been underway since Friday morning and they were in their second day of it. This will go on for a couple more weeks and they would have enough for shaping all 20 acres of the closure area.

Mr. Knittel stated that the next item was the closure fund disbursement request. A letter was sent to NJDEP, they had a comment or two, those comments have been answered. The PCFA does expect a closure fund reimbursement for money that they had spent out of pocket for closure. They would let the Board know when that reimbursement comes in.

Mr. Knittel stated that with cell 7 construction completion, there was still 20% retainage outstanding. The final survey did arrive last week, he has a phone call in to the engineer to see if he needs anything

else to close out that job. Mr. Knittel stated that he would like to see this job closed out before year end.

Pressure had been applied to both, contractor, and engineer to finalize and finish the last of it, and get it off the books this year, especially for auditing purposes.

A discussion followed regarding this job and what was left open and who was responsible for the delays.

Mr. Knittel stated that the FEMA Drainage repair project was still underway, the October 31st completion deadline was still within their reach. Tomco claims that it will meet that deadline.

The job has progressed fairly well, compared to the previous project. There seems to be improvement in communication and performance by the contractor, which was a positive direction.

Mr. Knittel stated that A-5, 6, and 7 are fairly small change orders associated with that FEMA Drainage Repair project. Those change orders were not the fault of the contractor or engineer or the PCFA as the owner. They were related to the July 15th storm event, so, with the contractor on-site and the engineer on-site they were able to give us very concise quotes to do the FEMA repair for that July 15th storm event.

Mr. Knittel stated that change orders were all related to storm damage #1 was the Perimeter Gabion lined Channel Repair, that damage was directly caused by the storm on July 15th. #2 was the Access Road Pipe Sleeves, and #3 MSE Berm Repair. The amounts were roughly \$9,000.00, \$6,000.00, and \$33,000.00 for a total of a little over \$50,000.00. Those change orders were eligible for FEMA reimbursement.

Mr. Knittel stated that they needed a motion to approve change orders 1, 2, and 3.

Mr. Accetturo stated that he would make the motion.

Mr. Perez stated that he would second the motion.

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

Mr. Knittel stated the update on leachate hauling automated kiosk, was, it should be arriving no later than mid-October. So, within two weeks the kiosk should be on site, for the installation we would pour a couple small concrete footers for it to sit on. Then an electrician hooks it up, so there will be a small installation cost, roughly several thousand dollars. This will make both, our lives and PVSC's lives a lot easier with these trucks that come in 24/7 after hours.

We are looking forward to these kiosks giving us the data and relieving us of a lot of man-hours to check the gallons each night manually.

Mr. Knittel stated that the next item, the July 2023 storm. When Barbella was here they did about half of the emergency repairs. Tomco is currently the only contractor on site, they gave us the change order quotes for change order 1, 2, and 3. They will be finishing the remaining repairs within the next month and a half or so. The repairs that were immediately necessary have been done. They did not want to start all three of these repairs while they were under the deadline to finish the October 31st project. Therefore, some of the FEMA repairs may carry into November, however that was ok with PCFA and with FEMA.

We are excited to have all of the July damage repaired within this calendar year and they have been working through the FEMA process the same as many other people in the County.

Mr. Knittel stated that they would move on to A-8 the HHW bid 2024-2025.

Mrs. Banghart stated that A-8, A-9, A-10, and A-11 are still under Attorney review and would be presented at the next Board meeting.

Mr. Knittel replied yes, all of them were annual bids that come up in the fall and they would put all four of those out to bid by resolution at the next meeting.

Mr. Knittel stated that for A-12, there were no changes to the waste disposal fee schedule, A-13, was the electronics, A-14 was tires and A-15 was the single stream recycling. No updates on the recycling programs at this time, they were all doing well.

GENERAL COUNSEL'S REPORT

Mr. Knittel asked if there was anything from General Counsel to report.

Mr. Tipton replied that he did not have anything.

OTHER

Mr. Accetturo asked if there was any other business.

EXECUTIVE SESSION

Mr. Accetturo asked if there was any need to go into Executive session.

ADJOURNMENT

Mr. Accetturo asked if there was a motion to adjourn.

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

Mr. Accetturo stated that he would second that motion.

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

*****Meeting was adjourned at approximately 10:12 AM***

Respectfully submitted by:

Mariann Cliff

Recording Secretary

Approved: 10/23/23