

# RESOLUTION

## OF THE

# UNION COUNTY UTILITIES AUTHORITY

Resolution No.: 20-2025 |  
 Date: March 19, 2025

Approved as to form:

Bianka Vargas, Clerk

Approved as to sufficiency of funds:

John Cuiffo, Acting Comptroller

[ ] YES [ ] NO [ X ] NONE REQUIRED

### APPROVING THE PUBLIC SESSION MINUTES OF THE ANNUAL REORGANIZATION MEETING HELD ON FEBRUARY, 2025

**WHEREAS**, the County of Union, New Jersey has previously developed the Union County District Solid Waste Management Plan in accordance with the New Jersey Solid Waste Management Act for the purpose of managing the disposal and/or recycling of solid waste generated in Union County; and

**WHEREAS**, the Board of County Commissioners has designated the Union County Utilities Authority (the "Authority"), in accordance with the Solid Waste Management Act, as the implementing agency for its Solid Waste Management Plan; and

**WHEREAS**, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., the Authority is permitted to exclude the public from that portion of its regular monthly meetings and/or special meetings in order to discuss certain matters including, but not limited, to contracts, anticipated or pending litigation and personnel issues; and

**WHEREAS**, the Clerk of the Authority separately maintains minutes of those portions of the meetings during which the public is excluded to memorialize the discussions that take place during these executive sessions from the discussions during the portions of the meetings open to the public; and

**WHEREAS**, the minutes for the annual reorganization meeting held on February 19, 2025 have been reviewed by the Commissioners of the Authority for approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the Union County Utilities Authority as follows:

1. The governing body of the Union County Utilities Authority has reviewed and hereby approves the public session meeting minutes of the Authority's February 19, 2025.
2. This resolution shall take effect immediately.

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<i>Eastman</i>		✓					
<i>Figueiredo</i>	✓		✓				
<i>Holder</i>	✓		✓				
<i>Jackus</i>	✓				✓		
<i>Kahn</i>	✓		✓				
<i>McManus</i>	✓		✓				✓
<i>Rachlin</i>	✓		✓			✓	
<i>Scutari</i>	✓		✓				
<i>Szpond</i>	✓		✓				
<i>Alma, Alternate No. 1</i>	✓		✓				
<i>Scott-Bey, Alternate No. 2</i>	✓						

**Union County Utilities Authority  
Annual Reorganization Meeting  
February 19, 2025**

General Counsel Kraig Dowd called the meeting to order at 5:32 p.m., by way of the Union County Utilities Authority, 1499 Routes 1 & 9 North, Rahway, New Jersey. The meeting was held electronically via Zoom's virtual meeting online platform.

Notice of Compliance with the Open Public Meetings Act was read by Bianka Vargas, clerk of the Authority.

Commissioners present: Commissioners Eastman, Figueiredo, Holder, Kahn, McManus, Rachlin, Alternate Commissioners Alma and Scott-Bey, Vice-Chair Scutari, Chairperson Szpond

Commissioners Absent: Commissioner Jackus

Other Attendees: Acting Executive Director Linda Stender; Deputy Executive Director/Director of Administrative Services Lisa M. Da Silva; Comptroller John Cuiffo; Kraig Dowd, Esq., Clerk Bianka Vargas.

Mr. Dowd led the Pledge of Allegiance.

Ms. Vargas provided Proof of Notice of the meeting.

**Election of Officers**

Mr. Dowd opened the floor for nominations for the position of Chairman of the Authority. Commissioner McManus nominated Commissioner Szpond. The motion was moved by Commissioner McManus and seconded by Commissioner Kahn. There were no other nominations. Commissioner Szpond was unanimously elected Chairman by a roll call vote.

Chairman Szpond took over chairing the meeting from Mr. Dowd.

Chairman Szpond appointed Alternate Commissioner Alma to sit in for absent Commissioner Jackus.

Chairman Szpond opened the floor for nominations for the position of Vice-Chair of the Authority. Commissioner McManus nominated Commissioner Scutari. The motion was moved by McManus and seconded by Commissioner Kahn. There were no other nominations. Commissioner Scutari was unanimously elected Vice-Chair by a roll call vote.

Chairman Szpond opened the floor for nominations for the position of Treasurer of the Authority. Commissioner McManus nominated Commissioner Eastman. The motion was moved by McManus and seconded by Commissioner Kahn. There were no other nominations. Commissioner Eastman was unanimously elected Treasurer by a roll call vote.

Chairman Szpond opened the floor for nominations for the position of Secretary of the Authority. Vice-Chairperson Scutari nominated Commissioner McManus. The motion was seconded by Commissioner Kahn. There were no other nominations. Commissioner McManus was unanimously elected Secretary of the Authority by a roll call vote.

Chairman Szpond presented the Committee appointments for 2025-2026. Vice-Chair Scutari moved the resolution confirming the committee appointments made by the Chairperson of the Authority for 2025-2026. The motion was seconded by Commissioner Kahn and was unanimously ordered approved by a roll call vote.

### **Approval of Minutes**

Commissioner Rachlin moved the resolution approving the Public Session Minutes of January 15, 2025. The motion was seconded by Vice-Chair Scutari and was approved by a roll call vote, with all voting in favor.

**Communications** – There were no communications

**Report of Officers** - There were no reports from the officers.

### **Report of Committees, Staff & Counsel- Public Session I**

#### **a. Finance and Budget Committee**

Commissioner Eastman gave the report of the Finance and Budget Committee. Vice-Chair Scutari moved the following resolutions: 1) Approving consulting and legal vouchers for processing and payment; 2) Updating the cash management plan and designating certain financial institutions as official depositories for the monies of the Authority; 3) Authorizing the Acting Comptroller to approve and make payment of claims; 4) Amendment to policy for claimant's certification; 5) Designating a qualified purchasing agent and authorizing an increase in the Authority's bid threshold. The motion was seconded by Commissioner Kahn and was unanimously ordered approved by a roll call vote.

#### **b. Personnel/Procurement/Insurance**

Commissioner McManus gave the report and recommendations of the Personnel/Procurement/Insurance Committee. In line with the recommendations Vice-Chair Scutari moved the following resolutions: 1) Adopting a list of firms qualified to provide various services to the Authority pursuant to a Request for Qualifications and Proposal process; 2) Awarding contracts to certain professionals and consultants for the year 2025; 3) Appointing Kraig M. Dowd, ESQ. of Weber Dowd Law, LLC as General Counsel. The motion was seconded by Commissioner Rachlin and was unanimously ordered approved by a roll call vote.

In line with the recommendations Commissioner McManus moved the following resolution: 1) Appointing Linda D. Stender as the Authority's permanent Executive Director. The motion was seconded by Commissioner Rachlin and was unanimously ordered approved by a roll call vote.

### c. Public Information

Commissioner Figueiredo gave the report, and recommendations of the Public Information Committee. Commissioner McManus moved the following resolutions: 1) Establishing a meeting schedule for the period March 2025 through the authority's reorganization meeting in February 2026; 2) Designating the official newspaper for the authority as The Union County Local Source and authorizing the use of the Home News Tribune, NJ Advanced Media (NJ.com) and La Voz as supplemental newspapers; 3) To support publishing legal notices on official government websites; 4) Authorizing the disposal of certain archived Authority records. The motion was seconded by Alternate Commissioner Alma and was unanimously ordered approved by a roll call vote.

**New Business** - Linda Stender informed the Authority was approved for a cyber security grant by the state and provided further details.

**Public Comment** – No members of the public were present.

#### **Report of Committees, Staff & Counsel – Executive Session**

There were no items for discussion in Executive Session.

#### **Report of Committees, Staff & Counsel – Public Session II**

Linda Stender Congratulated Chairman Szpond and the other commissioners on their appointments and thanked everyone for their support on her nomination as the Authority's permanent Executive Director. Stender also thanked John Cuiffo for the work he has done at the Authority.

**Old/Unfinished Business** – There was no unfinished business.

**Public Comment by Commissioners/County Commissioner Liaison Granados**-There were no comments.

There being no further business to come before the Authority, Alternate Commissioner Alma moved to adjourn the meeting. The motion was seconded by Commissioner Rachlin and was unanimously ordered approved by a voice vote. The meeting was adjourned at 5:50 pm.

Respectfully submitted,

*Bianka Vargas*

Bianka Vargas  
Clerk

*Raymond Szpond*

Ray Szpond  
Chairman

*Margaret McManus*

Margaret McManus  
Secretary