

5. MINUTES

**JANUARY 5, 2016
REGULAR MEETING**

**Prepared by:
CAREY BERGHOLZ**

**POLLUTION CONTROL FINANCING AUTHORITY
OF SALEM COUNTY**

**January 5, 2016 at 5:30p.m.
Old Court House, 2nd Floor,
Broadway and Market Streets
Salem, NJ 08079**

REGULAR MEETING MINUTES

Call to Order

The Pollution Control Financing Authority ("PCFA") of Salem County's January 5th, 2016 meeting was called to order by Fran Grenier as Chairman at 5:30 p.m. Flag Salute commenced.

Roll Call

The Authority members present were: Fran Grenier; Chairman, Joe Racite, Vice-Chairman, Marjorie Sperry, Secretary, Paul Williams, Treasurer and Joe Hiles, Assistant Treasurer and Secretary. Also present were; Jean Chetney, Esq., Authority Attorney, Katie Coleman, CFO, Carey Bergholz, recording Secretary, and Freeholder Robert Vanderslice.

Open Public Meetings Act

The Statement of the Open Public Meetings Act was read by Chairman Fran Grenier:

ADEQUATE NOTICE OF THE POLLUTION CONTROL FINANCING AUTHORITY OF SALEM COUNTY MEETING HAS BEEN PROVIDED AS REQUIRED N.J.S.A. 10:4-6, et.seq., THE "OPEN PUBLIC MEETINGS ACT" BY ADVANCE WRITTEN NOTICE TO TWO NEWSPAPERS, POSTING ON THE PUBLIC NOTICE BULLETIN BOARD IN THE COUNTY OFFICES, AND FILING WITH THE SALEM COUNTY CLERK.

Approval of Minutes

- i. A motion was made by Marjorie Sperry to approve the minutes of the meeting held on December 1, 2015, seconded by Joe Racite. Joe Hiles did not vote due to absence. The motion was carried 4/0. The Minutes were approved.

Financial Report and Payment of Bills

- i. The Financial Report along with the Bill List was presented by Katie Coleman, CFO.
 - a. Jean Chetney 15-025 \$199.52
 - b. C&H Disposal 15-026 \$13,225.00
 - c. Nightlinger, Colavita & Volpa 15-027 \$10,00.00
- ii. The only change in the financial report is the Salem Project which is reflected.
- iii. It was motioned by Paul Williams and seconded by Joe Hiles to accept the Treasurer's Financial Report. The motion was carried 5/0.

Approval of Correspondence

- i. It was motioned by Joe Racite and seconded by Paul Williams to approve the correspondence. The motion was carried 5/0.

Resolution 2016-01

- i. It was motioned by Joe Racite and seconded by Paul Williams to approve the 2016-01- Late Budget Resolution. The motion was carried 5/0.

Introduction to 2016 Budget

- i. CFO, Katie Coleman stated that the anticipated revenue increased by \$110,000.00. There is a 2% increase on all line items. The budget surplus is currently \$65,000.00. There is 1.2 million dollars in place for general capital projects.
- ii. It was motioned by Joe Hiles and seconded by Marjorie Sperry to approve the introduction to the 2016 Budget. The motion was carried 5/0.

Approval of Audit Report

- i. It was motioned by Paul Williams and seconded by Joe Racite to approve the audit report conducted by Bowman and Company. The motion was carried 5/0.

2016 Professionals

- i. The RFP's will be opened on January 22, 2016.

Updates

- i. City of Salem's Application
 - a. Closeout documents are signed and done. Waiting for payment from Salem City to County of Salem.
- ii. Salem County Improvement Authority –Currently waiting on direction from Dave Sparks. No current action is required at this time.

Old Business

- i. Fran Grenier stated that Elmer Borough may be presenting at the next meeting regarding ground contamination project that is set around \$80,000.

New Business

- i. Paul Williams asked if the PCFA can assist residents with loans if they need to properly dispose of old oil tanks etc. instead of possible contaminating the grounds
- ii. Jean Chetney, Esq. to look into the statute of who and what the PCFA can provide.

Public Portion

- i. The meeting was opened for public comment. No public was present.

Reminder: The Reorganization meeting is scheduled for Tuesday, February 2nd, 2016.

Adjournment

- i. A motion was made by Paul Williams with a second by Joe Racite to adjourn meeting. All were in favor. The motion was carried. Approximately 5:50 p.m. the meeting adjourned

Respectfully submitted by,

Carey Bergholz

PCFA for January 5 2016.docx