



SALEM COUNTY IMPROVEMENT AUTHORITY
PO Box 890, 52 McKillip Road
Alloway, NJ 08001-0890

February 12, 2018

VIA HAND DELIVERY

Melissa DeCastro, Freeholder Director
Salem County Board of Chosen Freeholders
110 Fifth Street, Suite 400
Salem, NJ 08079

RE: Salem County Improvement Authority
Meeting Board Packet and Minutes for February 8, 2018

Dear Freeholder Director:

Enclosed please find the Salem County Improvement Authority Reorganization and Regular Meeting Board Packet for Thursday, January 8, 2018, along with the minutes from that meeting. Your 10-day review period will end on February 22, 2018. After this date, the minutes will be deemed acceptable if no action has been taken.

Thank you for your attention to this matter and please call if you have any questions.

Sincerely,

Julie A. Acton
Executive Director

JA/fb

Enclosures

c via email: Charles Hassler, Freeholder Liaison
Ben H. Laury, Freeholder
Lee R. Ware, Freeholder
Scott Griscom, Freeholder
Brenda Banks, Clerk of the Board

Executive Director Acton opened the floor for nominations for Alternate Secretary/Treasurer **(M) Schneider (S) Taylor** nominated Steven DiMatteo as Alternate Secretary/Treasurer. No other nominations were received.

The nomination was approved by voice vote 5-0.

All Board members were sworn in to the positions.

Executive Director Acton turned the meeting over to Chairman Taylor.

APPOINTMENTS OF CHAIRPERSONS TO STANDING COMMITTEES

The following appointments for Chairpersons were announced by Chairman Taylor.

- Executive – Susan Bestwick
- Personnel – Lewis Schneider
- Solid Waste – Barry Davis
- Ad Hoc – Steven DiMatteo

NEW BUSINESS

Schneider made a motion to adopt Resolutions 2018-05 through 2018-16 by way of consent agenda and that motion was seconded by **Bestwick**, except for Resolution 2018-07. The motion to proceed by consent agenda was carried 5-0.

Bestwick made a motion to adopt Resolutions 2017-06 through 2017-16 and same was seconded by **Davis**. The motion was carried 5-0.

A roll call vote to approve the Cash Management Plan (2018-08) is as follows:

	Moved	2 nd	Yes	No	Absent	Abstain
Taylor			✓			
Bestwick	✓		✓			
Davis		✓	✓			
Schneider			✓			
DiMatteo			✓			

The Cash Management Plan was approved by roll call vote 5-0.

Resolution 2018-07 Designating Banking Institutions

(M) Bestwick (S) Davis to adopt the resolution designating banking institutions. The resolution was adopted by voice vote of 4 with Chairman Taylor abstaining.

MINUTES

Regular meeting of January 11, 2017 – (M) Bestwick (S) Davis to approve minutes. Motion carried by voice vote of 4 with Board Member DiMatteo abstaining.

CORRESPONDENCE

It was noted that SCIA received a letter from Edward A. Nieliwocki of the NJDEP Bureau of Planning and Licensing, approving the Administrative Action regarding South Jersey Agricultural Products.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton highlighted the following from her report:

The office will now have a change box for use when recycling items are sold; the GPS for the compactor job will soon be going out to bid; the DEP inspector advised everything looked good; the litter fences are not working efficiently due to the crosswinds and their current placement in the cell, but as the cell progresses they will be helpful; Cell 12 NJEIT financing work has begun; and the replacement scale has been ordered. Vice Chairman Bestwick noted that a Freeholder used an OPRA request to obtain some information. She advised that she wanted to make it clear that SCIA information is always available to Freeholders and no OPRA was necessary. Solicitor Shoemaker advised that Freeholders have access to much more information than is available via an OPRA request. Executive Director Acton advised that she told the Freeholder that he is welcome to whatever information he needs.

Chairman Taylor, without objection, ordered the Executive Director's report be received and filed.

SOLID WASTE REPORTS

Landfill Engineer's Report dated January 31, 2018. Copies of this report were distributed to all Board members prior to this meeting. Executive Director Acton noted that the solid waste permit was submitted on October 7, 2014, and still has not been approved. The DEP has placed it "on the back burner" to attend to other pressing issues; however, they are "putting on the front burner" because we need it to proceed with withdrawing funds from the closure/post-closure fund to do interim capping of some cells in the landfill. Lodie van Tonder and the engineer have been working diligently to reduce the leachate and they believe that interim capping will help. The engineer is also working on the scale project.

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that cover cost is down, as is Construction and Demolition.

Chairman Taylor, without objection, ordered the landfill statistical and the engineer's reports be received and filed.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Committee Chair Bestwick advised that they discussed some IT changes that will be very beneficial and the upcoming meeting with Judge Baldwin regarding the Abbonizio mediation. She advised that she is pleased that the Cell 12 financing has begun so that we will not have to divert waste as happened in the past.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that he did meet with Executive Director Acton and he has an overview of the scale situation and he got a tour of the landfill.

At this time, Committee member Schneider advised that he wanted some additional information from the Executive Committee Chairman regarding the notation in that section regarding Wilkie Trucking and the requested discount. Chairman Bestwick advised that they asked for a discounted rate for a consistent amount of tonnage to come in weekly. Lodie confirmed that this would not fill up the landfill at a great rate and adversely affect the landfill; however, the amount has turned out to be much less than anticipated. Executive Director Acton advised that the Executive Committee determined that a 2% discount would be fair and then SCIA would go from there depending on the payment and they kind of customer they are. At that time, a larger discount of 5% or 7% could be considered. Committee member Schneider reiterated that he is not in favor of giving discounts. Executive Director advised that she has not heard back from them at this time. Chairman Taylor requested to discuss Stand Up For Salem from the Executive Committee section and Executive Director Acton discussed the meeting she attended with Stand Up For Salem and the status of the Finlaw Building with regard to the maintenance fee and their financial status in general.

Personnel Committee (Lewis Schneider) – Committee Chair Lewis Schneider advised that there was nothing to report.

Solid Waste Committee (Barry Davis) – Committee Chair Davis advised that the O&M manual is being updated. Regarding the GPS, Committee Chair Davis advised that it is imperative that there be something in the specifications regarding signal acceptance so that it will work properly. The wildlife defense system was discussed regarding the bird problem and Executive Director Acton advised that after research, an alternate system was purchased that was much less expensive and has a 30-day guarantee. The bird problem is three-fold; the birds pick up and carry litter, the droppings seep into the water and create high levels of fecal coliform and the cars get covered. The scale project is slated to be 120 days, so it should be completed in April. Committee Chair Davis advised that he took a landfill tour and he requested to know if the agricultural mulch had begun to be bailed again and Landfill Manager van Tonder advised that it is too cold to do that at this time.

Chairman Taylor, without objection, ordered the Committee reports be received and filed.

UNFINISHED BUSINESS

It was noted that the Finlaw Building status was already discussed.

Solicitor Shoemaker advised that with regard to Abbonizio, all briefs were submitted and an mediation is scheduled for March 1, 2018, with Judge Baldwin.

NEW BUSINESS

Resolution 2018-05 authorizing payment of bills.

(M) Bestwick (S) Davis to adopt the resolution to pay bills in the amount of \$236,599.13 by regular check, \$173,888.90 by electronic payment and \$3,423.75 by manual check

The resolution was adopted by voice vote 5-0.

Resolution 2018-18 Authorizing Application for the 2017 Recycling Enhancement Act Tax Grant
(M) Bestwick (S) Schneider to adopt the resolution authorizing application for the 2017 REA Grant
 The resolution was adopted by voice vote 5-0.

Resolution 2018-19 Authorizing Receipt of 2018 Clean Communities Grant
(M) Bestwick (S) Schneider to adopt the resolution authorizing receipt of the 2018 Clean Communities Grant
 The resolution was adopted by voice vote 5-0.

Resolution 2018-20 Authorizing Change Fund
(M) Schneider (S) Bestwick to authorize a change fund
 The resolution was adopted by voice vote 5-0.
 Roll call vote to approve a change fund is as follows:

	Moved	2 nd	Yes	No	Absent	Abstain
Taylor			✓			
Bestwick		✓	✓			
Davis			✓			
Schneider	✓		✓			
DiMatteo			✓			

Resolution 2018-21 Authorizing Receipt of \$33,500 Grant and \$33,500 loan from the Salem County Pollution Control Financing Authority for the Purchase of a Global Positioning System for the Compactor
(M) Bestwick (S) Davis to authorize receipt of \$33,500 Grant and \$33,500 loan from the Salem County Pollution Control Financing Authority for the Purchase of a Global Positioning System for the Compactor
 The resolution was adopted by voice vote 5-0.
 A roll call vote to authorize receipt of a \$33,500 grant and a \$33,500 loan from the SCPCFA for the purchase of a GPS for the compactor is as follows:

	Moved	2 nd	Yes	No	Absent	Abstain
Taylor			✓			
Bestwick	✓		✓			
Davis		✓	✓			
Schneider			✓			
DiMatteo			✓			

Resolution 2018-22 Amending 2018 Solid Waste Division Budget for the Salem County Pollution Control Financing Authority Grant in the amount of \$33,500 to assist with the Purchase of a Global Positioning System for the Compactor
(M) Bestwick (S) Davis to amend 2018 Solid Waste Division Budget for the Salem County Pollution Control Financing Authority Grant in the amount of \$33,500 to assist with the Purchase of a Global Positioning System for the Compactor
 The resolution was adopted by voice vote 5-0.

A roll call vote to approve amending the budget to include the SCPCFA grant for the compactor GPS is as follows:

	Moved	2 nd	Yes	No	Absent	Abstain
Taylor			✓			
Bestwick	✓		✓			
Davis		✓	✓			
Schneider			✓			
DiMatteo			✓			

Resolution 2018-23 Authorizing Salem County Improvement Authority to Advertise for Bids for Purchase of a Global Positioning System for the Compactor

(M) Bestwick (S) Davis to authorize advertising for bids for GPS

Chairman Taylor asked for discussion and Committee member DiMatteo requested to know if the signal acceptance mentioned by Committee member Davis was in the specifications. It was noted that Landfill Manager van Tonder believes that requirement is in the specifications, but he would make sure.

The resolution was adopted by voice vote 5-0.

Resolution 2018-24 Authorizing Disposal of Surplus Property via Govdeals.com

(M) Bestwick (S) Schneider to authorizing disposal of surplus property via Govdeals.com

Committee member Bestwick verified that the resolution would cover 2018 and that was confirmed. Executive Director Acton advised that there is a list attached, but that there are items that needed to be added. Solicitor Shoemaker advised that in addition, the resolution should be amended to reflect a reserve on the bidder where applicable. Discussion continued regarding the attached list and amending same to reflect the additional items of a typewriter and dictation equipment.

Chairman Taylor made a motion to reopen Resolution 2018-24 to amend the attached list.

(M) Bestwick (S) Schneider to report Resolution 2018-25 to amend the attached list to include a typewriter and dictation equipment.

The resolution was adopted by voice vote 5-0.

Resolution 2018-24 Authorizing Disposal of Surplus Property via Govdeals.com with amended attached list

(M) Bestwick (S) Schneider to authorizing disposal of surplus property via Govdeals.com with the amended list

The resolution was adopted by voice vote 5-0.

PUBLIC COMMENT

Member of the public Edward Ramsey asked why the compactor needed a GPS. Landfill Manager van Tonder explained in detail how the GPS locates areas that can be further compacted and that it will also help keep track of the location of asbestos.

Member of the public Timothy Mangold requested information regarding the availability of rain barrels and Division Manager Williams advised him that they were available for sale at a discount and that they will not be ordered again as they do not really sell often.

EXECUTIVE SESSION

None.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 5:29 p.m.

Respectfully submitted,
/S/ Florence E. Beckett
Florence E. Beckett
Recording Secretary