

**5. MINUTES**

**April 3, 2018**

**REGULAR MEETING**

**Prepared by:**

**CAREY ITALIANO**

**POLLUTION CONTROL FINANCING AUTHORITY  
OF SALEM COUNTY**

**April 3, 2018 at 5:30p.m.**

**Old Court House, 2<sup>nd</sup> Floor,  
Broadway and Market Streets  
Salem, NJ 08079**

**REGULAR MEETING MINUTES**

**Call to Order**

The Pollution Control Financing Authority (“PCFA”) of Salem County’s April 3<sup>rd</sup>, 2018 meeting was called to order by Fran Grenier 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; Veronica Merriel, Treasurer; Andrew Ware, Assistant Secretary and Assistant Treasurer. Also present were; Niki Trunk, Authority Solicitor; Katie Coleman, Authority CFO, and Carey Italiano, Clerk.

**Open Public Meetings Act**

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

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 Reorganization meeting held on February 6, 2018, seconded by Joe Racite. The motion was carried 5/0. The Minutes were approved.

**Financial Report and Payment of Bills**

- i. The Financial report was discussed by Katie Coleman. The report showed some activity with cash balance of about \$234,000.00 which is available for projects. It was stated the SCIA loan is being restricted by our bond counsel John Cantalupo so possible LBF approval will not be necessary. There was \$15,000 in financing fees received. Will receive another \$110,000 September 1<sup>st</sup> from the Carneys Point Sewerage Project. There has been no other activity to report.
- ii. It was motioned by Veronica Merriel and seconded by Marjorie Sperry to accept the treasurer’s Financial Report. The motion was carried 5/0.
  - a. Carey Italiano 17-023 \$1,245.00

b. Katie B. Coleman, CPA                      17-024                      \$1,969.54

- iii. It was motioned by Marjorie Sperry and seconded by Joe Racite to accept and pay the Bill List. The motion was carried 5/0.

**Old Business**

**New Business**

- i. PCFA Mailing Address – POBOX – It was addressed by Carey Italiano that a permanent location was needed for PCFA mail since the shared service agreement with the County expired and communication between entities has been poor. Since Carey is the official OPRA custodian, the mail should be her responsibility.
- ii. It was motioned by Veornica Merriel to approve funds not to exceed \$200.00 to open a PO BOX in Salem City, NJ for PCFA business, with 3 keys being requested for the Clerk, Chairman, and Secretary. The motion was seconded by Joe Racite. The motion was carried 5/0.

**Public Portion**

- i. The meeting was opened for public comment. There was one member of the public present. No public comment was spoken.

**Reminder: The next meeting is scheduled for Tuesday, May 1, 2018.**

**Adjournment**

- i. A motion was made by Marjorie Sperry and seconded by Joe Racite to adjourn meeting. All were in favor. The motion was carried. Approximately 6:00 p.m. the meeting adjourned

Respectfully submitted by,

Carey Italiano

PCFA for April 3, 2018.docx