

MINUTES

November 14, 2023

REGULAR MEETING

Prepared by:

CAREY ITALIANO

**POLLUTION CONTROL FINANCING AUTHORITY
OF SALEM COUNTY**

November 14th, 2023 at 5:30p.m.

110 Fifth Street,

Salem, NJ 08079

REGULAR MEETING MINUTES

Call to Order

The Pollution Control Financing Authority (“PCFA”) of Salem County’s November 14th, 2023 meeting was called to order by Carey Italiano at 5:30 p.m. Flag Salute commenced.

Roll Call

The Authority members present were: Joe Racite, Vice-Chairman (tele); Donald Asay; Treasurer; Lew Schneider, Vice Treasurer and Vice Secretary; and Andrew Ware; Secretary. Also present were: Katie Coleman; CFO, and Carey Italiano, Clerk.

Open Public Meetings Act

The Statement of the Open Public Meetings Act was read by Carey Italiano:

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 Donald Asay to approve the minutes of the Regular Meeting May 2nd, 2023 meeting seconded by Lew Schneider. The motion was carried 4/0.

Financial Report and Payment of Bills

- i. Some interest accrued. The current bank balance is \$94,843.60. In good standing position. Fiscal year ends January 31, 2024. Expecting 2 more years of CPSA payments. Well within budget.
- ii.

Joe Racite moved and Donald Asay seconded to approve the Financial Report. The motion was carried 4/0.

a. Penns Grove Sewerage Authority	23-13	\$82,010.22
b. Katie Coleman	23-14	\$6,000.00
c. Donelson, D’Alessandro LLC	23-15	\$385
d. Carey Italiano	23-16	\$1,300.00
e. Katie Coleman	23-17	\$1,000.00
f. Nightlinger, Colavita & Volpa	23-18	\$9,595.00

- iii. Andrew Ware moved and Donald Asay seconded the motion to pay the Bill List. The motion was carried 4/0.

Resolution 2023-14

- i. Resolution 2023-14: **Resolution Approving Annual Audit**
- ii. Andrew Ware moved and Lew Schneider seconded to approve Resolution 2023-14.
- iii. Joe Racite asked for clarification on Page 9, the revenue. CFO Katie Coleman explained that the budget was higher than the actual, and the expenditures were \$84,000.00 less.
- iv. The motion was carried 4/0.

Old Business

New Business

Board member Lew Schneider asked the CFO why the SCIA check is not reflected on the Bill List; what the delay was at delivering the check if a resolution was passed in May; and questioned the CFO's ability to perform the duties related to her appointment. CFO Katie Coleman responded that project items are never reflected on the Bill List, The PCFA required Local Finance Board approval which took a month, CFO Coleman contacted SCIA Director via email with the approval. SCIA Director was unsure if their entity also needed LFB approval and/or resolutions to be passed accepting the money which was appropriated into the budget and in no way shape or form was the purchase of the grinder delayed. Once a clear, definite email was received from SCIA Director, a check was executed, and hand delivered by Clerk Carey Italiano in a timely manner after the email. CFO Coleman than expressed concerns pertaining to emails circulating and this current comment by Board Member Lew Schneider poses ethical questions and violations since he abstained from the vote in May since he is a current sitting member on the SCIA board.

Public Portion

The meeting was opened for public comment. No public comment was spoken.

Reminder: The next meeting, is scheduled for Tuesday, December 5th, 2023,

Adjournment

A motion was made by Lew Schneider and seconded by Andrew Ware 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 November 14th, 2023 docx