Salem County Improvement Authority
Regular Meeting
Finlaw Building, Lower Level Conference Room
December 17, 2012

The regular meeting of the Salem County Improvement Authority was called to order by Chairman John Ober at 5:00 pm.

The Pledge of Allegiance was recited by all present.

Chair John Ober read the following statement: “Notice of this meeting has been provided to the public in accordance with the New Jersey Open Public Meetings Act by publication in the South Jersey Times (Formerly Today’s Sunbeam) and the Elmer Times newspapers circulated in Salem County and by posting notice in the Salem County Clerk’s Office. Copies of the Board minutes and video of this meeting are posted on SCIANJ.COM”

ROLL CALL:
Burke, Michael Absent
Schneider, Lew Present
Howard, Ron Present
Ober, John Present
Voros, Pete Present

ATTENDANCE:
Executive Director Deborah Turner-Fox
Division Manager, SWD, Melinda Williams
Division Manager, EDD, James Smith
Engineer, David Munson
Solicitor, Adam Telsey
Auditor, David Rollison
Freeholder Liaison, Dale Cross
Consultant, Phil Rowan

APPROVAL OF MINUTES:
(M) R. Howard (S) P Voros to approve the minutes of the Regular Meeting of December 3, 2012 and Executive Session on December 3, 2012
All approved, motion passed 4/0

SOLID WASTE DIVISION:

- Solid Waste Division Report dated December 5, 2012 presented by Melinda Williams, Division Manager. Copies of this report along with the statistical landfill report and charts were distributed to all Board members prior to this meeting.
Chairman Ober without objection ordered the Solid Waste Division Report be received and filed. Hearing no objections, so ordered.

- Landfill Engineer’s Status Report dated December 12, 2012 was presented by Dave Munion, Vice President of T & M Associates. Copies of this report were distributed to all Board members prior to this meeting. Chairman Ober without objection ordered the Engineer’s Report be received and filed. Hearing no objections, so ordered.

- Resolution 12-138 Authorizing Transfer of Line Item Amounts in the 2012 Solid Waste Division Adopted Budget ($65,100.00)
  (M) R. Howard (S) P.Voros to adopt resolution all approved resolution adopted. 4/0

- Resolution 12-139 Authorizing Payment of Bills for the 2012 Solid Waste Division.
  (M) P. Voros (S) R. Howard to adopt resolution all approved resolution adopted. 4/0

ECONOMIC DEVELOPMENT DIVISION:

- Economic Development Report dated December 17, 2012 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. Chairman Ober without objection ordered the Economic Development’s Report be received and filed. Hearing no objections, so ordered.

- Resolution 12-140 Authorizing Transfer of Line Item Amounts in the 2012 Economic Development Division Adopted Budget ($2,700.00)
  (M) R. Howard (S) P.Voros to adopt resolution all approved resolution adopted. 4/0

- Resolution 12-141 Authorizing Payment of Bills for the Economic Development Division
  (M) R. Howard (S) P.Voros to adopt resolution all approved resolution adopted. 4/0

NURSING HOME DIVISION:

- Resolution 12-142 Authorizing Transfer of Line Item Amounts in the 2012 Nursing Home Division ($10,100.00)

- (M) P. Voros (S) R. Howard to adopt resolution all approved resolution adopted. 4/0
• Resolution 12-143 Authorizing Payment of Bills for the Nursing Home Division
  (M) R. Howard (S) P. Voros to adopt resolution, all approved, resolution adopted. 4/10

STANDING COMMITTEE REPORTS:

EXECUTIVE COMMITTEE (John Ober)
Chairman Ober spoke on the 2013 Budget and the need for a Budget Workshop to go over the figures prior to the January 2013 meeting.
Chairman Ober without objection ordered the Executive Committee's Report be received and filed. Hearing no objections, so ordered.

PERSONNEL COMMITTEE (Ron Howard)
Chair Ron Howard stated that there has been no subcommittee meeting since the last Board meeting. A sub-committee meeting is being scheduled for January to finalize policy and procedures and complete staffing review.
Chairman Ober without objection ordered the Personnel Committee's Report be received and filed. Hearing no objections, so ordered.

ECONOMIC DEVELOPMENT COMMITTEE (Michael Burke)
Jim Smith reported on the sub-committee meeting of December 12 to review the applications for the Micro Loans and beginning to work on the update to the Strategic Plan.
Chairman Ober without objection ordered the Personnel Committee's Report be received and filed. Hearing no objections, so ordered.

SOLID WASTE COMMITTEE (Pete Voros)
Chair Pete Voros briefly discussed meeting with the haulers and the process for the introduction of Flow Control
Chairman Ober without objection ordered the Solid Waste Committee's Report be received and filed. Hearing no objections, so ordered.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider)
Chair Lew Schneider briefly discussed the bid that was received for IT services and indicated that it will be re-bid
Chairman Ober without objection ordered the Personnel Committee's Report be received and filed. Hearing no objections, so ordered.

EXECUTIVE DIRECTOR'S REPORT:

• Executive Director's Report to the Board dated December 17, 2012 was presented by Executive Director, Deborah Turner Fox. Copies of this report were distributed to all Board members prior to meeting.
Chairman Ober without objection ordered the Executive Director's Report be received and filed. Hearing no objections, so ordered.
CONSULTANT'S REPORT:

- Consultant's Report to the Board dated December 12, 2012 was presented by Phil Rowan. Copies of this report were distributed to all Board members prior to meeting.
  Chairman Ober without objection ordered the Executive Director's Report be received and filed. Hearing no objections, so ordered.

OLD BUSINESS:

- Resolution 11-151 Authorizing Charge Offs for NHD (Private Pay Residents)
  Tabled from November 28th meeting and this meeting; to be continued tabled

NEW BUSINESS

- Resolution 12-144 To Amend the Adopted 2012 Capital Budget
  (M) P. Vatos (S) R. Howard to approve resolution. All approved, resolution adopted.
  4/0

  Roll Call Vote:
  Ron Howard  Yea
  John Ober    Yea
  Lew Schneider Yea
  Pete Vatos   Yea
  Michael Burke Absent

- Resolution 12-145 Introducing Solid Waste Division Budget 2013
  (M) R. Howard (S) P. Vatos to approve resolution. All approved, resolution adopted.
  4/0

  Roll Call Vote:
  Ron Howard  Yea
  John Ober    Yea
  Lew Schneider Yea
  Pete Vatos   Yea
  Michael Burke Absent

- Resolution 12-146 Introducing Economic Development Division Budget 2013
  (M) R. Howard (S) P. Vatos to approve resolution. All approved, resolution adopted.
  4/0

  Roll Call Vote:
  Ron Howard  Yea
  John Ober    Yea
  Lew Schneider Yea
  Pete Vatos   Yea
  Michael Burke Absent
• Resolution 12-147 Introducing Nursing Home Division Budget 2013
  (M) P. Voros (S) R. Howard to approve resolution. All approved; resolution adopted.
  4/Y

  Roll Call Vote:
  Ron Howard   Yea
  John Ober    Yea
  Lew Schneider Yea
  Pete Voros   Yea
  Michael Burke Absent

• Resolution 12-148 Authorizing Amending Tariff to Raise Tipping Fees
  for CY 2013
  (M) P. Voros (S) R. Howard to approve resolution.
  All approved; resolution adopted. 4/Y

• Resolution 12-149 Authorizing Refund (Art Anderson, Inc.)
  (M) R. Howard (S) P. Voros to approve resolution. All approved; resolution adopted.
  4/Y

• Resolution 12-150 Authorizing Liquidation/Cancellation of Account Balance
  (Charles Bentley)
  (M) P. Voros (S) R. Howard to approve resolution. All approved; resolution adopted
  4/Y

• Resolution 12-151 Authorizing Name Change
  (M) P. Voros (S) R. Howard to approve resolution. All approved, motion passed. 4/Y

• Resolution 12-152 Authorizing the Award of a Contract Pursuant to a Fair and
  Open Process to Provide Auditing Services for SCIA
  (M) P. Voros (S) R. Howard to approve resolution. All approved, motion passed. 4/Y

• Resolution 12-153 Authorizing the Award of a Contract Pursuant to a Fair and
  Open Process to Provide Bond Counsel Services for SCIA
  (M) P. Voros (S) R. Howard to approve resolution. All approved, motion passed. 4/Y

• Resolution 12-154 Authorizing the Award of a Contract Pursuant to a Fair and
  Open Process to Provide Legal Services for SCIA
  (M) P. Voros (S) R. Howard to approve resolution. All approved, motion passed. 4/Y

• Resolution 12-155 Authorizing the Award of a Contract Pursuant to a Fair and
  Open Process to Provide Financial Advisor Services for SCIA
  (M) P. Voros (S) L. Schneider to approve resolution. All approved, motion passed. 4/Y
• Resolution 12-156 Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Economic Development Consultant Services for SCIA
  (M) R. Howard (S) P. Voros to approve resolution. All approved. motion passed. 4/0

• Resolution 12-157 Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Human Resources/Risk Management Consulting Services for SCIA
  (M) R. Howard (S) P. Voros to table resolution until further information is received. All approved. motion to table passed. 4/0

• Resolution 12-158 Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Property/Casualty Insurance Brokerage Services for SCIA
  (M) P. Voros (S) R. Howard to approve resolution. All approved. motion passed. 4/0

• Resolution 12-159 Awarding a Contract to Supply Daily and Intermediate Cover for SCIA Solid Waste Division
  (M) P. Voros (S) R. Howard to approve resolution. All approved. motion passed. 4/0

• Resolution 12-160 Awarding a Contract for Hauling, Transporting and Delivering of Leachate and Sewerage
  (M) R. Howard (S) P. Voros to approve resolution. All approved. motion passed. 4/0

• Resolution 12-161 Establishing Meeting Date for Annual Reorganization Meeting for 2013
  (M) P. Voros (S) R. Howard to approve resolution. All approved. motion passed. 4/0

CORRESPONDENCE:

External Correspondence

• Letter received December 10, 2012 from Atlantic City Electric RE: Quinton Substation Improvement Project.

Executive Director Correspondence

• Letter Dated December 11, 2012 to John Ford Evans RE: OPRA Response-Retransmitted of September 11, 2012 Request
• E-Mail Dated December 10th and 11th from C. Pennington, COB Office RE: Approval of SCIA Minutes by Freeholder Director

Chairman Ober without objection ordered the Correspondence be received and filed. Hearing no objections, so ordered.
PUBLIC COMMENT:
(M) R. Howard (S) J. Ober to open this portion of the SCIA regular meeting to the Public. All approved, motion passed. 4/0

John Ford Evans asked why some of the appointments made tonight are not held until Re-Organization in February when new member(s) of the Board would be available. Chairman Ober stated that these appointments end in Dec 31, 2012 and SCIA does not Re-organize until February; therefore, the work still has to be completed in January and February. He also indicated that this is the same appointment cycle as has been followed by SCIA in the past.

John Ford Evans asked if a Public Notice or Public Hearing were required before increasing the tipping fees. Solicitor Telsey advised Mr. Evans that there is not a statute requiring a separate notice, and that all SCIA Board meetings are open to the public who are welcome to attend. Chairman Ober indicated that this increase was planned in 2012 when rates were adjusted and that customers have been meeting with the Executive Director and Solid Waste Division Manager and received advance notice of this change.

Freeholder Dale Cross spoke briefly on the E-Mail concerning the approval of SCIA Board minutes by the Freeholder Director. He indicated that the Freeholder Director has requested that in addition to the meeting packet received by the Freeholder Liaison which is taken with him after each meeting, a separate Board packet containing the reports, minutes, etc. be sent to the Clerk of the Board office for the Freeholders record. Chairman Ober indicated that a second copy would be delivered with the minutes even though it was not required. Executive Director Turner Fox and Solicitor Telsey stated that Executive Session minutes would not be released to the Freeholders since they are not finalized, approved or made public until such time as the subject matter is finalized.

John Ford Evans asked about the following checks for Economic Development Associates:
- Solid Waste Check #2833 $4,515.00
- Economic Development #1768 $1,575.00
- Nursing Home #1178 $1,410.00

Executive Director Turner-Fox answered that this is being split between the three divisions of the SCIA given the work that was performed for all three divisions. Consultant Rowan told Mr. Ford Evans that part of the work was a Re-Cap of the History of the Salem County Nursing Home for a final report for the Salem County Board of Freeholders. Mr. Rowan was acting Executive Director for SCIA during part of this transition of selling the Nursing Home and had intimate knowledge of the operations and decisions to privatize the facility.

(M) R. Howard, (S) P. Voros to closed public portion of the meeting. All in favor, motion passed. 4/0
EXECUTIVE SESSION:

- Resolution 12-162 Authorizing Executive Session
  (M) P. Voros (S) R. Howard to adopt resolution, all approved, motion passed 4/0

  1. Matters Relating to Contract Negotiation and Attorney-Client
     Privilege-Pursuant to N.J.S.A. 10:4-12b(7)
        a. Discussion of Support Agreement with Stand Up for Salem.

  2. Matters Relating to Personnel and Attorney-Client Privilege-
     Pursuant to N.J.S.A. 10:4-12b(7) and (8)-
        a. Discussion of Employees Wages

With no further business to discuss in Executive Session, on (M) P. Voros (S) L.
Schneider the regular meeting of the SCIA was open. All approved, motion passed. 4/0

(M) P. Voros (S) R. Howard to accept the recommendations of the Executive Director
regarding employee wages to be effective starting January 1, 2013.
All in favor, motion passed. 4/0

(M) P. Voros, (S) R. Howard to extend the agreement with Stand Up for Salem for thirty
days, until January 31, 2013 in order to insure a for a smooth transition while SUFS
hires someone to oversee the bills, budgeting, work orders, complaints etc.
All approved, motion passed. 4/0

(M) P. Voros (S) R. Howard to adjourn meeting. All approved, motion passed 4/0
Meeting was adjourned at 7:05 pm

Respectfully submitted

[Signature]
Joan M. Cole
Recording Secretary