Salem County Improvement Authority
Regular Meeting
Finlaw Building, Lower Level Conference Room
October 22, 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 Today’s Sunbeam and the Elmer Timed newspapers circulated in Salem County and by posting notice in the Salem County Clerk’s Office.”

ROLL CALL:
Burke, Michael Present
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
Executive Assistant, Dawn Fhingar
Engineer, David Munford
Solicitor, Adam Telsey
Freeholder Liaison, Robert Vanderslice
Consultant, Phil Rowan

APPROVAL of MINUTES:
(M)R. Howard (S) M. Burke to approve the minutes of the following Meetings:
- Special meeting of September 10, 2012
- Regular Meeting of September 24, 2012
- Executive Session of September 24, 2012
All approved, motion passed 5/0

SOLID WASTE DIVISION
- Solid Waste Division Report dated October 13, 2012 was presented by Melinda Williams, Division Manager. Copies of this report along with the statistical landfill report 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 October 10, 2012 was presented by Dave Munro, 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 12-116 Authorizing Payment of Bills for the 2012 Solid Waste Division
(M) M. Burke (S) P. Voros to adopt resolution all approved, resolution adopted. 5/0

ECONOMIC DEVELOPMENT DIVISION

Economic Development Report dated October 22, 2012 was presented by Sam Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting.
Chairman Ober, without objection, ordered the Economic Development Division Report be received and filed, hearing no objections, so ordered.

Resolution 12-117 Authorizing Payment of Bills for the Economic Development Division
(M) M. Burke (S) R. Howard to adopt resolution, all approved, resolution adopted. 5/0

NURSING HOME DIVISION

Resolution 12-118 Authorizing Payment of Bills for the Nursing Home Division
(M) R. Howard (S) M. Burke to adopt resolution, all approved, resolution adopted. 5/0

EXECUTIVE COMMITTEE (John Ober)

Executive Director Deborah Turner Fox briefly discussed the Solid Waste marketing plan, noted that she is reviewing the tipping fee schedule for 2013 and the request from Al-oh-ay Township concerning the Host Community Benefit Plan.
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 briefly discussed the meeting that will take place on 11/8/2012, some personnel matters are being handled by the new HR coordinator and all SCIA staff completed Harassment training.
Chairman Ober, without objection, ordered the Personnel Committee’s Report be received and filed, hearing no objections, so ordered.

ECONOMIC DEVELOPMENT COMMITTEE (Michael Burke)

Chair Michael Burke discussed the prospects for the Micro-loans and indicated that a plan to update the SCIA Strategic Plan will be available for next month’s regular meeting.
Chairman Ober, without objection, ordered the Personnel Committee’s Report be received and filed, hearing no objections, so ordered.
SOLID WASTE COMMITTEE (Peter Voros)
Chair Pete Voros briefly discussed the items on the agenda's list:
- Bi-Monthly progress meetings held October 2 and 23, 2012
- Landfill Expansion Cell #8 - substantially complete
- Groundwater Protection Plan Update - comments provided
- Request for Expression of Interest - received October 2
- Ag Plastic Bailer Bid - received October 17
- Rain Cover Completion scheduled October 29
- Wetlands Mitigation Project - Water Budget in process
- Flow Control - working group draft complete
Chairman Ober, without objection, ordered the Solid Waste Committee's Report be received and filed, hearing no objections, so ordered.

INNOVATION AND TECHNOLOGY COMMITTEE (Law Schneider)
Chair Law Schneider briefly discussed the 'Merchant Services agreement' and that there will be a meeting with the IT Department from the County on 10/23/2012 to discuss shared services and looking for outside vendors for IT.
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 August 27, 2012 was presented by Executive Director Debby Turner-Fox. Copies of this report were distributed to all Board members prior to meeting. Briefly discussed that she is still waiting for the signed MOU from the County and that no response has been received from the three notices sent to the County Administrator with copies to all Freeholders. Freeholder Vanderslice stated he had thought that document had been executed and returned and will check and report back.
Vice Chair Michael Burke asked Freeholder Vanderslice what the status was of the County's Economic Development position/plan. Freeholder Vanderslice stated that the Board is currently undertaking a Fact Finding Research by meeting with the local/municipal Economic Development Committees/Industrial Commissions/etc. M. Burke inquired if the county planned to include SCIA in that fact finding effort.
Freeholder Vanderslice indicated they would if it were necessary.
Chairman Ober, without objection, ordered the Executive Director's Report be received and filed, hearing no objections, so ordered.

CONSULTANT'S REPORT (Phil Rowan)
- Consultant's Report to the Board dated October 22, 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.

- Resolution 12-82 Authorizing Merchant Service Agreement
  Tabled from July 23rd meeting and this meeting; will be acted upon in New Business
  after the adjustment to the tariff.

- Resolution 12-97 Approving Amendment to Salem County Solid Waste Management
  Plan. Tabled from August 27, 2012
  (M) M. Burke (S) R. Howard to continue to table the above three resolutions. All in favor,
  motion passed.

NEW BUSINESS

- Resolution 12-119 Authorizing Amending Tariff
  (M) P. Voros (S) M. Burke to approve resolution.
  All approved, resolution adopted. 5/0

- Resolution 12-82 Authorizing Merchant Service Agreement
  (M) P. Voros, (S) M. Burke to have tabled resolution removed from tabled status. All
  approved, motion passed.
  (M) M. Burke, (S) P. Voros to adopt Resolution 12-82. All approved, motion passed. 5/0.

- Resolution 12-120 Awarding Contract for Furnishing and Delivering Horizontal Bailer
  System for SCIA Solid Waste Division Landfill.
  (M) P. Voros (S) M. Burke to approve resolution. All approved, motion passed. 5/0

CORRESPONDENCE

External Correspondence

- E-Mail Dated October 11, 2012, Alloway Township Clerk, 2011 Host Community Benefits
- Notice of Plan Approval Hearing RE: Finance Guaranty Insurance Company

Executive Director Correspondence

- Letter Dated October 15, 2012 to J. Ford Evans transmitting OPRA request (3 pages)
- Letter Dated October 1, 2012 to D. Wright transmitting SWE Invoice
- Letter Dated September 28, 2012 to J. Ford Evans transmitting OPRA request (102 pages)
- E-Mail Dated September 28, 2012 to J. Sheahan, Burlington County transmitting Regional
  Questionnaire
- Letter Dated September 21, 2012 to D. McKillop transmitting OPRA request (1 page)
Other Informational Materials

- Copy of check #980594 Salem County for October 2012 Retiree Health Benefits
Chairman Ober, without objection, ordered the correspondence be received and filed, hearing no objections, so ordered.

PUBLIC COMMENT
(M) M. Burke (S) P. Voros to open the meeting of the Salem County Improvement Authority to
the public. All in favor, motion passed.

John F. Evans asked if the SCIA could change the tariffs without notifying the public. He was told that as long as SCIA stays within the range that has already been adopted by the SCIA and approved by the state, actual tipping fees and rates can be amended without approval of the state. Notification is made to the NJDEP on an annual basis if all tariff and tipping fee schedules.

Anne Sullivan Alloway asked what “tenant expense” means. Executive Director Deborah Turner Fox answered it is common areas (hallways, reception areas, rest rooms, elevators, etc.) used by all tenants in the facility and all are charged a percentage each month. Ms. Sullivan asked if this percentage would change. She was told by the Executive Director that this rate is set forth in the lease. Secretary Howard inquired if this could be changed. Executive Director Turner Fox indicated it could be re-negotiated when the lease expires.

John F. Evans asked where the Flow Control for Salem County stands. Chairman Ober answered that a Resolution was presented to SCIA that has been tabled. Once that is passed by SCIA, the next step is to adjourn a meeting of the Solid Waste Advisory Committee for review and comment and then it would be presented to the Salem County Board of Freeholders for public hearing and action. Mr. Evans was advised that the Executive Director, Chairman Ober and Member Michael Burke met with the Freeholders in December 2011 concerning going forward with Flow Control.

John F. Evans asked what the Padilla Group does for SCIA. Executive Director Deborah Turner Fox told him this group is for Risk Management, Human Resource support and loss control.

(M) M. Burke (S) R. Howard to close the meeting of the Salem County Improvement Authority to
the public. All in favor, motion passed.

(M) R. Howard (S) M. Burke to adjourn meeting. All approved, motion passed 5/0.
Meeting was adjourned at 6:18 pm.

Respectfully submitted:

Joan M. Cale
Recording Secretary