Salem County Improvement Authority
Regular Meeting
March 26, 2012

The regular meeting of the Salem County Improvement Authority was held at the Finlaw Building, Lower Level, 19 East Broadway, Salem, NJ 08079 and 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:
Ober, John, Chairman Present
Burke, Michael, Vice Chairman Absent
Howard, Ron, Secretary Present
Voros, Peter, Treasurer Present
Schneider, Lew, Alternate Secretary/Treasurer Present

Attendance:
Executive Director, Deborah Turner-Fox Present
Division Manager, SWD, Melinda Williams Present
Division Manager, EDD, James Smith Present
Staff Treasurer, Dawn Ebinger Present
Consultant, Phil Rowan Present
Engineer, David Munion Present
Solicitor, Adam Telsey Present
Auditor, David Rollison Present
Freeholder Liaison, Dale Cross Present

Approval of minutes:
(M) R. Howard (S) P. Voros to approve the minutes of the following meeting:
Regular meeting February 27, 2012- All approved, motion passed. 4/0

(M) R. Howard, (S) J. Ober to approve the minutes of the following meetings:
Executive Session March 28, 2011
Executive Session May 23, 2011

[1]
Executive Session July 25, 2011
Executive Session October 24, 2011
Pete Voros abstained, motion carried 3 Yea’s.

SOLID WASTE DIVISION

- Solid Waste Division Report dated March 16, 2012 was presented by Melinda Williams, Division Manager. Copies of this report along with the trending charts were distributed to all Board members prior to this meeting. Peter Voros took this opportunity to express what a great job Melinda Williams is doing; he stated he is very impressed by her knowledge of the job and the respect she has from the employees. (M) R. Howard (S) P. Voros to receive and file report. All in favor, motion passed 4/0.

- Landfill Engineer’s Status Report dated March 15, 2012 was presented by Dave Munson Vice President of T & M Associates. Copies of this report were distributed to all Board members prior to this meeting. (M) R. Howard (S) P. Voros to receive and file report. All in favor, motion passed 4/0.

- Resolution 12-25 Authorizing transfer of Line Item amounts in the 2012 Solid Waste Division Temporary Budget. (M) R. Howard (S) P. Voros to adopt resolution. All approved, motion passed 4/0.

- Resolution 12-26 Authorizing payment of bills for the Solid Waste Division. (M) R. Howard (S) P. Voros to adopt resolution. All approved, motion passed 4/0.

ECONOMIC DEVELOPMENT DIVISION

- Economic Development Report dated March 26, 2012 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. Freeholder Cross asked about the status of the renovations to the buildings next door (Washington Hotel, Nelson House). Jim Smith stated there is no update on the project at this time. (M) R. Howard (S) P. Voros to receive and file report. All in favor, motion passed 4/0.

- Resolution 12-27 Authorizing Payment of Bills for the Economic Development Division (M) R. Howard (S) P. Voros to adopt resolution. All approved, motion passed 4/0.

NURSING HOME DIVISION

- Resolution 12-28 Authorizing Payment of Bills for the Nursing Home Division. (M) R. Howard (S) L. Schneider to adopt resolution. All approved, motion passed 4/0.
EXECUTIVE COMMITTEE REPORT (John Ober)
Chairman Ober updated the Board on the following matters:
- Alloway Township Host Community Benefits Agreement
- Salem County Freeholders Request for Nursing Home Proceeds
  1. NJ Dept. of Treasury Letter dated February 15, 2012
  2. NJ Dept. of Community Affairs Letter of February 21, 2012
- Shared Services Exploratory with CCIA
  1. Conceptual feasibility study on transfer station

PERSONNEL COMMITTEE (Ron Howard)
Secretary Howard updated the Board on the following matters:
- Committee meeting was held March 20, 2012
- Summer Interns Ready for Re-Employment April and May
- Policy and Procedure Manual Update Underway

Economic Development Committee (Michael Burke)
Executive Director Turner-Fox indicated that this committee is scheduled to meet the first week in April.

SOLID WASTE COMMITTEE (Pete Voros)
Treasurer Voros updated the Board on the following matters:
- Meeting scheduled for March 27, 2012
- Pre-Construction for landfill expansion project
- Work continues on Solid Waste Marketing
- Presentation made March 7 to SCBOCF on Flow Control

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider)
Alternate Secretary/Treasurer Schneider indicated that they are looking to schedule a meeting of this committee for the first week in April.

EXECUTIVE DIRECTOR’S REPORT
- Executive Director’s Report to the Board dated March 26, 2012 was presented by Executive Director Debby Turner-Fox. Copies of this report were distributed to all Board members prior to meeting.
  (M) R. Howard (S) L. Schneider to receive and file report. All in favor, motion passed 4/0.
CONSULTANT'S REPORT

• Phil Rowan, President of Economic Development Associates, discussed Consultant’s report dated March 26, 2012. Copies of this report were distributed to all Board members prior to meeting.
Chairman Ober requested an approximate number of jobs that have been created through the SCIA bonding programs and initiatives. Executive Director Turner-Fox indicated that the report will be compiled.
(M) R. Howard (S) P. Voros to receive and file report. All in favor, motion passed 4/0.

OLD BUSINESS

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

NEW BUSINESS

• Resolution 12-29 Authorizing Refund ($99.97-John B. Nikituk)
(M) L. Schneider (S) P. Voros to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-30 Amending Prior Resolution Authorizing Executive Session (11-153)
(M) P. Voros (S) R. Howard to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-31 Approving Scope of Work for Landfill Construction Quality Control Inspections for Solid Waste
(M) P. Voros (S) R. Howard to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-32 Awarding Contract for Hydrologic Engineer for Solid Waste Division Wetlands Mitigation Project
(M) P. Voros (S) R. Howard to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-33 Awarding a Contract for Household Hazardous Waste Countywide Collection Program for Salem County.
(M) P. Voros (S) R. Howard to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-34 Awarding Purchase Order for Scale Software Upgrades for the Solid Waste Division.
(M) P. Voros (S) R. Howard to adopt resolution. 3 Yea’s, L. Schneider opposed, stated he needed more information on the reason for the cost to upgrade this software system. Executive Director explained that the software was not upgraded since it was first purchased in 2005 and that this is the most important computer system at the SCIA since it runs the scale and billing program for the landfill. Motion passed 3/1.
• Resolution 12-35 Authorizing Preparation of RFP for Recycling Facility Expansion. 
(M) P. Voros; (S) J. Ober to adopt resolution. All approved, motion passed 3/0. 
*Ron Howard stepped out of meeting before vote was taken, returned after vote.

• Resolution 12-36 Authorizing Shared Services Agreement for Solid Waste Disposal 
(M) P. Voros; (S) J. Ober to adopt resolution. All approved, motion passed 4/0.

• Resolution 12-37 Introducing 2012 Budget for Solid Waste Division 
(M) P. Voros; (S) J. Ober to adopt resolution introducing budget.

Roll Call Vote:
John Ober Yea
Michael Burke Absent
Pete Voros Yea
Lew Schneider Yea
Ron Howard Yea
Resolution adopted 4/0

NOTE: 6:17 pm – Freeholder Cross left the SCIA meeting to attend a Cumberland County 
Freeholder Meeting

• Resolution 12-38 Introducing 2012 Budget for Economic Development. 
(M) R. Howard (S) P. Voros to adopt resolution introducing budget.

Roll Call Vote:
John Ober Yea
Michael Burke Absent
Pete Voros Yea
Lew Schneider Yea
Ron Howard Yea
Resolution adopted 4/0

• Resolution 12-39 Introducing 2012 Budget for Nursing Home. 
(M) P. Voros; (S) J. Ober to adopt resolution introducing budget.

Roll Call Vote:
John Ober Yea
Michael Burke Absent
Pete Voros Yea
Lew Schneider Yea
Ron Howard Yea
Resolution adopted 4/0
CORRESPONDENCE

External Correspondence
- Letter Dated March 7, 2012 NJDEP SUI Permit- Administratively complete
- Letter Dated February 21, 2012 NJDCA Transfer of Nursing Home Proceeds
- E-Mail March 21, 2012 Office of State Comptroller RE: Audit Request

Executive Director Correspondence
- Letter Dated February 22, 2012 to J. Slusarski, ACUA-OPRA request (6 pages $3.05)
- Letter Dated February 29, 2012 to S. Manahan-OPRA request (14 pages — no cost)
- Letter Dated March 2, 2012 to J. Slusarski, ACUA-OPRA request (336 pages $16.80)
- Letter Dated March 5, 2012 to S. Manahan-OPRA request (24 pages — no cost)
- Letter Dated March 5, 2012 to S. Manahan-OPRA request (34 pages — no cost)
- Letter Dated March 5, 2012 to S. Manahan-OPRA request (8 pages — no cost)
- Letter Dated March 7, 2012 to S. Manahan-OPRA request (3 pages — no cost)
- Letter Dated March 26, 2012 to J. Slusarski, ACUA-OPRA request (2 pages $0.10)

Solicitor Correspondence

(M) R. Howard (S) P. Voros to accept the correspondence. All in favor, motion passed 4/0.

PUBLIC COMMENT

(M) R. Howard (S) P. Voros to open the meeting of the Salem County Improvement Authority to the public. At this time the meeting was open to the public. 4/0

Anne Sullivan, Alloway:
- Inquired about the Solar Study, any update. She was advised that there is no report.
- Ms. Sullivan asked about the number of jobs created by SCIA. Mr. Ober stated SCIA would like an approximate number created through SCIA efforts. Ms. Sullivan asked how many jobs were lost at the Nursing Home. Deborah Turner Fox stated a net loss of 62 jobs was lost, 92 total employees were laid off, some were re-employed and some retired.
- Ms. Sullivan inquired if the Shared Services would involve the County’s Economic Development Agency. Mr. Ober stated that the County of Salem via a government consolidation agreement has designated Salem County Improvement Authority as the sole agent for Economic Development in the County of Salem.
- Ms. Sullivan inquired if the Quinton Tire clean-up is still active. M. Williams indicated that it was still active under the agreement with the County Dept. of Health.
Resolution 12-34-Ms. Sullivan asked if she heard right that there would be a discount for electronic bills being issued. Deborah Turner Fox stated that the SCIA was offering a 2% discount to customers. Ms. Sullivan then asked if municipalities would be eligible for this discount. Executive Director Fox stated no because there already is a discount for municipalities.

Ms. Sullivan inquired how much more methane gas would need to be produced. Melinda Williams indicated that 1200-1600 ft3 for two generators would be needed.

(M) P. Voros (S) R. Howard to close the meeting of the Salem County Improvement Authority to the public. All in favor, motion passed. 4/0

(M) R. Howard (S) L. Schneider to adjourn meeting, all approved, meeting was adjourned at 6:35 pm.

Respectfully Submitted:

[Signature]

John M. Cole
Recording Secretary

(Note: No Executive Session)