Salem County Improvement Authority  
Regular Meeting  
Finlaw Building, Lower Level Conference Room  
June 25, 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 – arrived at 5:30 pm
Ober, John Present
Voros, Pete Present

Attendance:
Executive Director, Deborah Turner-Fox
Division Manager, SWD, Melinda Williams
Division Manager, EDD, James Smith
Staff Human Resource Specialist, Lori Loveless
Consultant, Phil Rowan
Engineer, David Munion
Solicitor, Adam Telsey
Auditor, Dave Rollison
Freeholder Liaison, Dale Cross arrived at 5:10 pm

Dave Rollison, Auditor provided a brief discussion to the Board regarding the procedure for amending and adopting the SCIA Division budgets. D. Turner-Fox, Executive Director provided the Board with an update on the conference call that was held with the DGLS and Salem County representatives regarding the need to have SCIA and County budgets align.

(M) P. Voros, (S) M. Burke to table adoption of budgets. All approved, motion passed. 4/0

• Resolution 12-61 To Amend Budget-Nursing Home Division
  (M) P. Voros (S) Burke to approve amended Nursing Home Budget

Roll Call Vote:
John Ober Yea
Michael Burke Yea
Ron Howard Absent
Peter Voros Yea
Lew Schneider Yea
• Resolution 12-62 To Amend Budget-Solid Waste Division  
  (M) R. Howard (S) Pete Voros to approve amended Solid Waste Division Budget  
  Roll Call Vote:  
  John Ober Yea  
  Michael Burke Yea  
  Ron Howard Absent  
  Peter Voros Yea  
  Lew Schneider Yea  

Approval of Minutes:  

(M) P. Voros (S) J. Ober to approve the minutes of the following Meeting:  
  Regular meeting May 29, 2012 – 2 Yeas / 2 Abstained  

(M) P. Voros (S) J. Ober to approve the minutes of the following Meeting:  
  Executive Session May 29, 2012- 2 Yeas / 2 Abstained  

SOLID WASTE DIVISION  
• Solid Waste Division Report dated June 17, 2012 presented by Melinda Williams,  
  Division Manager. Copies of this report along with the graphical landfill report were  
  distributed to all Board members prior to this meeting.  
  (M) P. Voros, (S) M. Burke to receive and file report, all approved. 4/0  

• Landfill Engineer’s Status Report dated June 15, 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 12-63 Authorizing payment of bills for the Solid Waste Division.  
  (M) P. Voros (S) M. Burke to adopt resolution, all approved, motion passed. 4/0  

ECONOMIC DEVELOPMENT DIVISION  
• Economic Development Report dated June 25, 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 12-64 Authorizing Payment of Bills for the Economic Development  
  Division  
  (M) P. Voros (S) M. Burke to adopt resolution, all approved, motion passed. 4/0
NURSING HOME DIVISION
- Resolution 12-65 Authorizing Payment of Bills for the Nursing Home Division.
  (M) P. Voros (S) M. Burke to adopt resolution, all approved, motion passed. 4/0

EXECUTIVE COMMITTEE REPORT (John Ober)
- Chairman Ober provided a summary of the Exit Conference held with the Auditor. He
  comments that there has been a vast improvement in the audit from prior years.
  Chairman Ober without objection ordered the Executive Committee’s Report be
  received and filed, hearing no objections, so ordered.

PERSONNEL COMMITTEE (Ron Howard)
- Member Howard reported on the Meeting held June 12, 2012 and noted that there
  was action pending to hire 2 Part-time Administrative Assistants for SWD
  Chairman Ober without objection ordered the Personnel Committee’s Report be
  received and filed, hearing no objections, so ordered.

ECONOMIC DEVELOPMENT COMMITTEE (Michael Burke)
- Vice Chairman Burke reported on the Meeting held June 20, 2012
  Chairman Ober without objection ordered the Economic Development Committee’s
  Report be received and filed, hearing no objections, so ordered.

SOLID WASTE COMMITTEE (Pete Voros)
- Member Voros reported on the Bi-Monthly Meetings held May 31st and June 14, 2012.
  He noted that the Landfill Expansion Project was moving along on schedule.
  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)
- Member Schneider stated that they would be scheduling a meeting now that he was
  back from his trip.

EXECUTIVE DIRECTOR’S REPORT
- Executive Director’s Report to the Board dated May 29, 2012 was presented by
  Executive Director Debby Turner-Fox. Copies of this report were distributed to all
  Board members prior to meeting.
  The Board discussed the amount of staff time and cost incurred by SCIA in fulfilling
  OPRA requests.
  Chairman Ober without objection ordered the Executive Director’s Report be
  received and filed, hearing no objections, so ordered.

CONSULTANT’S REPORT
- Phil Rowan, President of Economic Development Associates, discussed Consultant’s
  report dated May 20, 2012. Copies of this report were distributed to all Board
  members prior to meeting.
  Chairman Ober without objection ordered the Consultant’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 12-66 Authorizing Refund (D & L Construction)
  (M) R. Howard (S) P. Voros to approve resolution for refund.
  All approved, motion passed. 5/0

• Resolution 12-67 Authoring Lease with Salem County
  (M) R. Howard (S) P. Voros to approve resolution following discussion on the County
  OEM request to have this lease cost $1.00 per year.
  All approved, motion passed. 5/0

• Resolution 12-68 Authorizing Assumption of Lease
  (M) R. Howard (S) P. Voros to approve resolution.
  All approved, motion passed. 5/0

• Resolution 12-69 Regarding Support of the Development, Construction and Operation of
  a New and Emerging Waste Processing Facility to be located at the SCIA Solid Waste
  Division Solid Waste Complex.
  (M) R. Howard (S) P. Voros to approve resolution.
  All approved, motion passed. 5/0

• Motion (M) M. Burke, (S) R. Howard to permit Salem Community College to install 2
  concrete pads outside of the Gas to Glass Education Center for an Emergency Generator
  and Sandblaster Enclosure. College will be responsible for all municipal, county and state
  permits. All approved, motion passed 5/0

• Resolution 12-70 Authorizing Agreement (CDL)-Compliance Oversight Solutions Ideal
  (COSI)
  (M) R. Howard (S) P. Voros to approve resolution.
  All approved, motion passed.

CORRESPONDENCE

External Correspondence

• Letter Dated June 18, 2012 to Certifying Officers RE: Pension Contribution Change to 6.64%
  from 6.5% EFFECTIVE July 1, 2012.
• Letter Dated June 18, 2012 to Certifying Officers RE: Health Benefit Contribution
  Percentage Change from 1.5% to 3% effective July 1, 2012.
• Letter Dated June 18, 2012 from A. Telsey RE: SCIA vs. Corbett Aggregates Companies for
  past due balances.
• Letter Dated June 19, 2012 from A. Telsey RE: SCIA vs. Thomas Corbett Associates for past
  due balances.
• Letter from K. Roots RE: Request for funding of the Salem City Pool.
• Letter received June 18, 2012 from N. Lopez RE: Thank You for sponsorship of the 4-H Ambassador’s Program via our Clean Communities Grant.
• Letter Dated June 8, 2012 RE: Golden Nursing Home Accounts Receivable.
• Letter Dated June 14, 2012 RE: Salem County Nursing Home
• Letter Dated NJDEP Correspondence to Burlington County Regarding Amendment to the Solid Waste Management Plan and their request for Flow Control.

Executive Director Correspondence
• Letter Dated June 11 to PCFA request for Reimbursement
• Letter Dated June 12 to Doug Wright Requesting Payment of SHB for Nursing Home Retirees.
• Letter Date June 13 to Doug Wright Requesting Reimbursement for Energy Forum 2012.
• Letter Dated June 18 top Freeholder Director Acton Requesting Meeting with Freeholder Board.
• Letter Dated June 19, 2012 to S. Manahan transmitting OPRA Request (1 item) of May 26.
• Letter Dated June 20, 2012 to J. Ford-Evans transmitting OPRA Request (2 items) of June 8, 2012.
• Letter Dated June 20, 2012 to J. Ford-Evans requesting additional time to produce records for OPRA request of June 8, 2012 (3 items)
• Letter Dated May 19, 2012 to P. Donoghue transmitting OPRA request (1 item) dated June 15, 2012.
• Chairman Ober without objection ordered the Correspondence be received and filed, hearing no objections, so ordered.

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

EXECUTIVE SESSION

Resolution 12- 71 Authorizing Executive Session
(M) P. Voros  (S) R. Howard to adopt resolution, all approved, motion passed 5/0.

1. Personnel – Discussion of issues surrounding the employment of the SCIA Treasurer pursuant to N.J.S.A. 10:4-12b(8).
2. Personnel – Discussion of an applicant for the position of Administrative Assistant pursuant to N.J.S.A. 10:4-12b(8).
3. Potential Litigation/Attorney Client Communication/Contract- Discussion of contract of sale with Golden Rehabilitation and Nursing Center and payment of accounts receivables in accordance with N.J.S.A. 10:4-12b(7).
4. Contract Negotiations- Discussion of agreement with the Salem County Board of Chosen Freeholders regarding transfer of nursing home proceeds and payment of retiree benefits.

With no further business to discuss in Executive Session, on (M) M. Burke (S) R. Howard the regular meeting of the SCIA was open. All approved, motion passed. 5/0
Motion (M) L. Schneider (S) R. Howard to Hire, Part-time Administrative Assistants for the Solid Waste Division.
All approved, motion passed. 5/0

(M) R. Howard (S) P. Voros to open the meeting of the Salem County Improvement Authority to the public. All in favor, motion passed. 5/0
At this time the meeting was open to the public.

PUBLIC SESSION

John Evans, Cub Reporter Salem County Watchdog; questioned the contents of the SCIA minutes and the length of time it takes for the minutes to be posted on the SCIA website. He stated if copies of all documents in the board packet were included in the minutes then perhaps OPRA requests would not be needed. The requirement of the minutes to be approved by both the Board of Freeholders and the SCIA before release was discussed. Chairman Ober requested Executive Director Deborah Turner Fox to develop a policy for OPRA requests for the July meeting for the board to review and/or approve.

Anne Sullivan, Alloway; asked about the status of Flow Control and who has the burden of this quest? Chairman Ober responded that the SCIA would do the preliminary work, then action would be required by the Solid Waste Advisory Committee and the Freeholder Board after which NJDEP approval was necessary. He noted that there were numerous steps to be taken by various entities before this was finalized. Ms. Sullivan asked if it was costly. Chairman Ober responded we would have information on that for next meeting but noted that the costs to SCIA are expected to be less than those entities who initiated Flow Control earlier as we will be able to learn from their experience. Executive Director Fox informed Ms. Sullivan that Burlington County Flow Control documents and information is on line for viewing. She also reported that the DEP contacted all landfills for a report due July 1, 2012 on Maximizing the Life of the Active Landfills in NJ.

John Evans, Cub Reporter Salem County Watchdog; asked for clarification concerning the obtaining the reports from the meetings. Chairman Ober stated that a policy on OPRA requests would be developed and ready for the July meeting. Mr. Evans stated he requested the Solid Waste bank statements and has not received them. Executive Director Fox responded that his request was a 6 part request and all but 2 items from 2010 were already turned over to Mr. Evans and she had requested an extension which is allowable under OPRA. Mr. Evans indicated that he had no choice but to accept the request for an extension of time.

Anne Sullivan, Alloway; inquired what the cost of making copies are per OPRA. D. Turner-Fox indicated that to allowable charge was $.05 for 8½ x 11 and for legal size paper it is $.07 a sheet. Ms. Sullivan then asked if the landfill could make money. Chairman Ober responded yes to pay for our legitimate expenses. Ms. Sullivan then inquired if she were correct in her understanding that all SCIA Division budgets must be adopted together not separately. Executive Director Fox responded that was correct and indicated that the SCIA Board plans to adopt their budgets at the July meeting. Ms. Sullivan asked where the 5% from the Solid Waste
Division to the Freeholders Budget came from. Chairman Ober stated that the 5% is permitted by legislation.

Shirley Monahan, stated she has requested documents through the OPRA procedure and finds it difficult to receive responses to her requests in the format she requests them. She stated she believes all the documents, reports, list of employees are available electronically and should be a simple matter of just a click of the computer. Chairman Ober stated that the Executive Director will develop a policy to handle the OPRA requests. Executive Director responded that OPRA requires documents that are in existence to be provided, not to create documents. She indicated that documents provided are in the format that they exist. Member Voros indicated that OPRA requires records be reviewed before being released so that confidential and personnel information is not released.

Dale Cross, Freeholder Pennsville- asked Executive Director Deborah Turner Fox if all items on the agenda for discussion with the Salem County Board of Freeholders concerning the open invoices pending payment by Salem County to SCIA were still open. Executive Director Fox informed Freeholder Cross that all items on the agenda are still outstanding and that Doug Wright, Salem County CFO, has the breakdown of all the invoices along with back up documentation.

Tim Mangold, Mannington, was concerned about the railroad ties at the landfill. He was told that these are outside the SCIA fence and must be moved ASAP and that a plan is being developed now for this situation to be addressed. Mr. Mangold also briefly discussed his experience with the NJDEP and the OPRA Laws and how there are many ways to solve this issue. Member Voros stated that some documents are sensitive in nature and SCIA has to make sure these are kept that way.

(M) R. Howard, (S) M. Burke to close meeting to the public. All approved, motion passed. 5/0

(M) M. Burke, (S) R. Howard to adjourn meeting. All approved, motion passed. 5/0
Meeting was adjourned at 7:23 pm

Respectfully submitted:

Joan M. Cole
Recording Secretary