Chairman Widdifield called the meeting to order at 4:30 pm and read the Open Public Meetings Act statement.

Pledge of Allegiance was recited by all present

ROLL CALL
Schneider, Lewis Present
Bestwick, Susan Present
Widdifield, Robert Present
Brooks, Michael Present
Howard, Ronald Absent

MINUTES
Regular meeting of March 12, 2015 – (M) L. Schneider (S) S. Bestwick to approve minutes. Motion carried by voice vote 4-0.

SOLID WASTE DIVISION
Solid Waste Division report dated April 4, 2015 was presented by Solid Waste Division Manager Melinda Williams. Copies of this report and statistical landfill report were distributed to all Board members prior to this meeting. Manager Williams indicated that on the customer aging section Bull Waste is again on the 120 day past due list. She believes they have come to an agreement about paying their bill. Chairman Widdifield inquired about Ranch Hope. Manager Williams indicated F. Comerford should be paying their bill.

There was a general discussion about plastic. There were several loads outbound and working on loads for the second vendor. Will put back on Govdeals.

Manager Williams indicated revenue for landfill tonnage was up and the only item on the statistical report that was down was the convenience center revenue.

There was a general discussion regarding gas flow, average price per ton from last year and contract with Pittsgrove Township.

Landfill Engineer’s Report dated April 2, 2015. Copies of this report were distributed to all Board members prior to this meeting. The Greenhouse Gas Emissions Report is done for 2014 and will start the Title V renewal permit process. They are up-to-date on Title V permit compliance as well as greenhouse gas reporting. The water budget analysis is finalized. Alaimo is to send a letter to the DEP regarding the decision to go forward with Cell 11 instead of Cell 10.
Chairman Widdifield, without objection, ordered the Solid Waste Division’s and engineer’s reports be received and filed.

**Resolution 2015-031** authorizing payment of Solid Waste Division bills. (M) S. Bestwick (S) L. Schneider to adopt the resolution to pay bills in the amount of $278,834.96 by regular check, $113,433.70 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 4-0.

**STANDING COMMITTEE REPORTS**

**Executive Committee (Susan Bestwick)** – Member Bestwick indicated they will be having only three meetings each month unless the need for an additional meeting is necessary. They are in discussions for the bonding of Cell 11 and the SBA tower proposal has been finalized. They will hold off on the voiceover IP for now.

**Personnel Committee (Ron Howard)** – Member Howard had discussions with Division Manager Williams on April 1, 2015 regarding the hiring and promotions of employees and he agreed to them all. Manager Williams indicated the new full-time laborer has been working for about two weeks. They are still searching for a part-time laborer and would like to hire seasonal/summer laborers. There was a general discussion regarding the part-time laborer and confidential executive assistant positions.

**Solid Waste Committee (Michael Brooks)** – Member Brooks indicated the committee discussed starting Cell 11 instead of Cell 10. Manager Williams indicated the committee discussed permit compliance and issues with enforcement, special projects they might be doing and revenue enhancement.

**Facility Expansion and Finance Committee (Robert Widdifield)** – covered under the Executive Committee report.

**Finance Committee (Lewis Schneider)** – No report

Chairman Widdifield, without objection, ordered the Committee reports be received and filed.

**EXECUTIVE DIRECTOR’S REPORT**

Copies of this report were distributed to all members prior to this meeting. Executive Director Sparks indicated the CFO was able to get the information needed to do a rebate calculation on bond issues that have money left in them. This calculation is needed to keep the remaining money in the bonds from collecting interest which is not allowed. Director Sparks presided over bid meeting for various bids for the landfill operation.

There were no OPRA requests for March.

Meeting attendance – four standing committees, staff and employee meetings.

Director Sparks indicated that they allowed preliminary design and civil layout work to begin on the SBA cell tower easement project.
Still gathering costs for future bonding and financing issues on equipment replacement, new cell expansion and office relocation.

Director Sparks indicated the Financial Disclosure Statements were sent out by the Clerk. There was a general discussion about the process for filing the financial disclosure statements.

Gateway water tower will transition from SCIA to American Water Company sometime this year. Once the water tower is transferred, it should be removed from the insurance policy.

Chairman Widdifield, without objection, ordered the Executive Director’s report be received and filed.

UNFINISHED BUSINESS

**SBA cell tower** – Solicitor Chetney indicated she received the amended agreement from SBA and that it did contain all changes SCIA requested. In her opinion it is ready to be signed and once SBA signs, they have 75 days to do their due diligence. After their due diligence if SBA wants to continue with the agreement, they have 14 days to forward closing documents for signature by SCIA. There was a general discussion on what needs to be done by SBA during the 75 day due diligence period, the confidentiality clause in the agreement and the benefits of the agreement. Solicitor Chetney prepared a resolution giving SCIA the authority to sign the contract which Chairman Widdifield read on the record.

**Resolution 2015-032** authorizing SCIA to enter into an option agreement with SBA Monarch Towers I, LLC
(M) L. Schneider (S) S. Bestwick authorizing SCIA to enter into an option agreement with SBA. The resolution was adopted by voice vote 4-0.

NEW BUSINESS

**Resolution 2015-033** to cancel unexpended line item balances from 2014 capital budget
(M) S. Bestwick (S) L. Schneider to cancel unexpended line item balances from 2014 capital budget. The resolution was adopted by voice vote 4-0.

**Resolution 2015-034** to cancel unexpended line item balance from 2013 Clean Communities Grant
(M) S. Bestwick (S) L. Schneider to cancel unexpended line item balance from 2013 Clean Communities Grant.
There was a general discussion regarding this line item. The resolution was adopted by voice vote 4-0.

**Resolution 2015-035** to award contract for hauling, transporting and delivering of leachate and sewage
(M) S. Bestwick (S) L. Schneider to award contract for hauling, transporting and delivering of leachate and sewage.
There was a general discussion regarding the bid proposals. The resolution was adopted by voice vote 4-0.
Resolution 2015-036 to award contract for supplying of daily and intermediate cover material (M) L. Schneider (S) S. Bestwick to award contract to Quinton Sand and Gravel, LLC for supplying of daily and intermediate cover material. The resolution was adopted by voice vote 4-0.

Resolution 2015-037 to award contract for removal, transportation and recycling of auto, light truck, tractor trailer and heavy equipment tires (M) L. Schneider (S) S. Bestwick to award contract to Magnus Environmental Corporation for removal, transportation and recycling of tires. There was a general discussion regarding the price to bring tires to the landfill. The resolution was adopted by voice vote 4-0.

Resolution 2015-038 to award contract for transportation of roll-off containers between convenience center and landfill and to designated recycling markets (M) M. Brooks (S) S. Bestwick to award contract to William Miller and Son Trash Removal, Inc. to transport roll-off containers. There was a general discussion regarding the bid prices and what the bidder does. The resolution was adopted by voice vote 3-1.

Resolution 2015-039 to award contract for water and wastewater field sampling and analytical laboratory services (M) S. Bestwick (S) L. Schneider to award contract to New Jersey Analytical Laboratories for laboratory services. The resolution was adopted by voice vote 4-0.

Motion to hire part-time confidential executive assistant (M) S. Bestwick (S) L. Schneider to hire part-time confidential executive assistant effective April 27, 2015. The motion was approved by voice vote 4-0.

Motion to accept request for special leave (M) S. Bestwick (S) L. Schneider to accept request for special leave. This motion is to memorialize the special leave that has already taken place. The motion was approved by voice vote 4-0.

Motion to promote full-time laborer to full-time equipment operator (M) L. Schneider (S) S. Bestwick to promote full-time laborer to full-time equipment operator effective April 18, 2015. There was a general discussion regarding this employee. The motion was approved by voice vote 4-0.

Motion to search and hire two summer/seasonal laborers (M) S. Bestwick (S) M. Brooks to search and hire two summer/seasonal laborers. The motion was approved by voice vote 4-0.

CORRESPONDENCE

From IRS releasing levy on CD at Community First Bank. There was a general discussion regarding the levy and the CD which the levy affected.
From Casie Garton, Human Resources regarding SCIA retiree health benefit payment

PUBLIC COMMENT

No members of the public were present.

Chairman Widdifield asked if there was any other business for the Authority. Hearing none, Chairman Widdifield adjourned the meeting at 5:25 pm.

Respectfully submitted,

Diane B. Plymale
Recording Secretary

SCIA/April 2015 minutes