SALEM COUNTY IMPROVEMENT AUTHORITY

Regular Meeting

Monday, February 24, 2014
Finlaw Building, Lower Level
199 East Broadway
Salem, New Jersey

Meeting was called to order by Chairman Bob Widdifield at 5:02 pm.

Pledge of Allegiance was recited by all present.

Chairman Bob Widdifield 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 and the Elmer Times, newspapers circulated in Salem County, and by posting notice in the Salem County Clerk's Office and SCIA Office. Copies of the Board minutes and a video of this meeting will be posted on SCIANJ.COM."

ROLL CALL:

Bestwick, Susan  Present
Howard, Ron  Present
Schneider, Lew  Present
Voros, Pete  Present
Widdifield, Bob  Present

MINUTES
Regular meeting January 28, 2014- (M) R. Howard, (S) L. Schneider to approve minutes. Freeholder Liaison Cross asked Chairman Widdifield to be recognized. Freeholder Cross asked to have the minutes amended to include his question to Chairman Ober regarding the external correspondence to Solicitor Telsey which seemed to have been deleted or omitted in the minutes and requests they be added to the Public Comment Section of the minutes. Freeholder Cross then requested the Matter Relating to Employment Relationship be moved from the Executive Session Section to the Public Section as his understanding is it was not discussed in Executive Section but was rather discussed in the Public Meeting Section. Executive Director Turner-Fox responded the meeting had gone into Executive Session then reconvened into the Public Meeting and any action was recorded in the Public Meeting Section. Member Schneider questioned Solicitor Telsey the way a vote was recorded as 3-2 when it should have been 3-1-1 reflecting the abstention. Solicitor Telsey responded the
vote should reflect the abstention rather than a no vote. Member Bestwick stated the vote should be amended to reflect the abstention. (M) L. Schneider, (S) R. Howard to approve the minutes with recommended addition to the minutes. Motion carried by voice vote 5-0.

Executive Session January 28, 2014- (M) L. Schneider, (S) R. Howard, to approve minutes for Executive Session. Motion passed 4-0-1 by voice vote. Member Bestwick was the abstention as she was not a member of the Board at the time of January 28, 2014 meeting.

Annual Reorganizational Meeting February 3, 2014- (M) L. Schneider, (S) S. Bestwick to approve minutes for Annual Reorganizational Meeting. Freeholder Cross asked Chairman Widdifield to be recognized. Freeholder Cross questioned the discussion on Resolution 2014-11 where Members Voros and Howard asked when discussion had taken place between the other members regarding this resolution and whether it was legal. Freeholder Cross requested the minutes to reflect Solicitor Telsey responded the discussions were legal at the time. Member Voros stated the Sunshine Law does not allow an appointed member who has not been sworn in yet, to attend a meeting which would violate a quorum. Motion to approve the minutes passed on voice vote 5-0.

SOLID WASTE DIVISION

Solid Waste Division report dated February 24, 2014 was presented by Melinda Williams, Division Manager.

Copies of this report along with statistical landfill report were distributed to all Board members prior to this meeting. Division Manager Williams reported tonnage was down at the landfill and the weather has been an issue and a challenge. Member Schneider asked how many active customers utilize the landfill. Manager Williams responded there are 135 active members using the landfill. Chairman Widdifield asked if the new valve for the leachate tank was made of stainless steel and Manager Williams replied that it is. Manager Williams also reported they are waiting for the new leachate tank so they can replace the valve. Chairman Widdifield asked if the new leachate tank was made of stainless steel and Manager Williams replied that it is. Manager Williams also reported they are waiting for the new leachate tank so they can replace the valve. Chairman Widdifield asked Manager Williams, in reference to bags that slid down during the February 13, 2014 snow storm, how the bags are anchored. Manager Williams responded they are anchored by rebar at the top and rope. Member Schneider asked if the same firm that designed and installed the system also was the firm repairing the damage. Manager Williams responded that it was and they are looking for quotes from other companies. Member Schneider stated he observed the crew repairing the system on Saturday and if they were being paid time and a half for Saturday work. Manager Williams responded they are being paid at time and a half and the company was not able to respond on Friday. Chairman Widdifield asked if the landfill accepted concrete and brick and what they do with it. Manager Williams responded they do take concrete and brick for free and use it as road bed.
Chairman Widdiffield without objection, ordered the Solid waste Division Report be received and filed. Hearing no objections, so ordered.

Landfill Engineers Status Report dated February 21, 2014 was presented by David Munion of T&M Associates. Mr. Munion reported they had a pre-construction meeting with representatives of RM Pierson Company discussing Cell 9. They decided on a March 24, 2014 Notice To Proceed Letter and the contracts were mailed on February 24, 2014. Chairman Widdiffield asked about a soil shortage and Mr. Munion responded they were short 4000 cubic yards. Mr. Munion discussed an access road at the back of the site as an alternate route to Cell 8 is no longer believed needed.

Chairman Widdiffield, without objection, ordered the Landfill Engineers Report be received and filed. Hearing no objections, so ordered.

Resolution 14-12 Authorizing Transfer of Line Item Amounts in The Solid Waste Division Budget for Final Payroll.

(M) P. Voros, (S) R. Howard to approve transfer of funds. Approved by voice vote 5-0.

Resolution 14-13 Authorizing Payment of Bills for the Solid Waste Division.

(M) P. Voros, (S) L. Schneider to approve resolution for payment of bills. Approved by voice vote 5-0.

ECONOMIC DEVELOPMENT DIVISION

Economic Development Report dated February 24, 2014 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. Freeholder Cross asked Chairman Widdiffield to be recognized. Freeholder Cross stated the “cut-over” of emergency frequencies using the new channels started with Salem County Memorial Hospital on February 21, 2014. Chairman Widdiffield, without objection, ordered the Economic Development Division Report be received and filed. Hearing no objections, so ordered.

Economic Consultants Report

Economic Consultant Phil Rowan of Economic Development Associates presented a PowerPoint presentation of a SWOT analysis for Salem County economic development. Copies of this report were distributed to all Board members prior to meeting. He presented the updated economic Development Strategic Plan which he mentioned is necessary for requesting economic grants. Member Voros commented that the Tourism and Arts program worked well for county businesses and was sorry to see funding reduced for the program. Member Bestwick stated she believes education is a key to economic development in the County. Member Schneider asked if strategic plans expire and do they have to be updated in order to obtain grants.
Member Schneider asked if the cost of the report was $10,000 and Mr. Rowan replied that it was. Executive Director Turner-Fox reiterated that an updated report is necessary for the grants the Authority has recently applied for.

Chairman Widdifield, without objection, ordered the Economic Consultants Report be received and filed. Hearing no objections, so ordered.

Resolution 2014-14 Authorizing the Payment of Bills for the Economic Development Division.
(M) R. Howard, (S) L. Schneider to approve resolution for payment of bills. Approved by voice vote 5-0.

NURSING HOME DIVISION

Resolution 2014-15 Authorizing Payment of Bills for the Nursing Home Division.
(M) L. Schneider, (S) S. Bestwick to approve resolution for payment of bills. Approved by voice vote 5-0.

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (Susan Bestwick)

Executive Director Turner-Fox discussed the IRS audit pertaining to the reconciliation of 2010 W-2, W-3 and 941 forms.

PERSONNEL COMMITTEE (Ron Howard)

Executive Director Turner-Fox discussed the spin-off from the county pertaining to the dental plan. Also discussed were employee meetings with the deferred compensation provider and sometimes lack of reposefulness from the provider. Executive Director Turner-Fox also discussed the sick time accumulation cap that was implemented in 2011 and how it should be implemented. It will affect 5 employees currently.

SOLID WASTE COMMITTEE (Pete Voros)

Member Voros reported the installation of leachate #2 is in process and being slowed by the weather. Cell #9 is ready for construction.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider)

Member Schneider stated the domain name issues have been consolidated and resolved. Reported 5 new desk-top computers were installed at the Solid Waste Facility.
Chairman Widdifield, without objection, ordered the Standing Committee Reports be received and filed. Hearing no objections, so ordered.

EXECUTIVE DIRECTOR’S REPORT

Executive Director Turner-Fox stated an affirmative defense is being drafted in anticipation of a possible violation being charged by NJDEP for the February 13 - 14, 2014 snow slide which severed a methane gas line at the landfill causing an emergency situation. The NJDEP inspected the landfill on February 18, 2014 and no violations were cited; however, they required corrective action for the tire storage area not having a tarp over it when inspected. The LED light exchange program as an offset to fines was also discussed. Member Howard asked about the Nursing Home billing and if anything has been resolved. Solicitor Telsey responded there have not been any changes in status.

Chairman Widdifield, without objection, ordered the Executive Director’s report be received and filed. Hearing no objections, so ordered.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

NEW BUSINESS

(M) L. Schneider, (S) S. Bestwick to adopt resolution. All approved, resolution adopted by voice vote 5-0.

(M) L. Schneider, (S) R. Howard to adopt resolution. All approved, resolution adopted by voice vote 5-0.

Resolution 2014-18 for Member Participation in a Cooperative Pricing System with County of Salem.
(M) L. Schneider, (S) R. Howard to adopt the resolution. All approved, resolution adopted by voice vote 5-0.
Resolution 2014-19 Awarding Contract for Collection, Recycling and/or Disposal for Household Hazardous Waste Countywide Collection Program Clean Venture, Inc.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. All approved, resolution adopted by voice vote 5-0.


(M) P. Voros, (S) R. Howard to adopt the resolution. Member Schneider asked if quotes for repairs will be obtained from other companies. Executive Director Turner-Fox responded they are willing to get quotes to realign the sand bags. All approved, resolution adopted by voice vote 5-0.

Resolution 2014-21 Awarding Fair and Open Contract to Provide Auditing Services Bowman and Company.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Member Voros commented same company as before, hired, fired, and rehired did not make sense. Chairman Widdifield replied the contracts were voided by the judge. Member Howard stated he did not see the bids and asked who reviewed the bids. Both Chairman Widdifield and Member Bestwick commented the Executive Committee reviewed the bids and had to move quickly. Member Voros commented he did not see the contracts. All approved, resolution adopted by voice vote 5-0.

Resolution 2014-22 Awarding Fair and Open Contract to Provide Legal Services Jean Chetney, Esq.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Member Schneider asked if the $150 per hour legal fee charged included secretarial work. Ms. Chetney responded that the Board was not charged for secretarial work but only for attorney work. Member Voros commented any yes vote to change a vendor under this resolution would open the Board to a lawsuit and the Board will not pay to defend. Members Schneider,
Bestwick and Chairman Widdifield approved, Member Howard voted no and Member Voros abstained. Resolution passed by voice vote 3-1-1.

Resolution 2014-23 Appointing a Public Agency Compliance Officer Jean Chetney, Esq.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Approved by Members Bestwick, Howard, Schneider and Chairman Widdifield. Member Voros abstained. Resolution adopted by voice vote 4-0-1.

Resolution 2014-24 Awarding Fair and Open Contract to Provide Bond Counsel Services Archer and Greiner, P.C.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Member Voros inquired as to why we are hiring out of County vendors. Chairman Widdifield responded that sometimes out of County vendors are hired. Approved by Members Bestwick, Schneider and Chairman Widdifield, Member Howard voted no, Member Voros abstained. Resolution was adopted by voice vote 3-1-1.

Resolution 2014-25 Awarding Fair and Open Contract to Provide Professional Engineering Services to Solid Waste Division Alaimo Group Consulting Engineers. (M) S. Bestwick, (S) L. Schneider to adopt the resolution. All approved, the resolution adopted by voice vote 5-0.

Resolution 2014-26 Awarding Fair and Open Contract to Provide Financial Advisor Services Phoenix Advisors.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Member Voros asked why an out of County vendor was being hired and if their bid was the same as in County vendors. Member Voros further asked if Board members had discussions concerning the bid with the vendor before their bid submission. Chairman Widdifield replied there were no discussions with the vendor prior to bid submission. Approved by Members Bestwick, Schneider and Chairman Widdifield. Member Howard voted no and Member Voros abstained. The resolution adopted by voice vote 3-1-1.
Resolution 2014-27 Awarding Fair and Open Contract to Provide Risk Management Consultant Services Cetti and Connell, Inc.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Approved by Members Bestwick, Howard, Schneider and Chairman Widdifield, Member Voros abstained. The resolution adopted by voice vote 4-0-1.

Resolution 2014-28 Awarding Fair and Open Contract to Provide for a Professional Engineer for Topographical Engineering Fralinger Engineering, P.A.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Member Voros inquired as to if this vendor would charge less money to do the survey than the previous vendor. Chairman Widdifield responded that he could not guarantee it would be less but believes it would be. Approved by Members Bestwick, Howard, Schneider and Chairman Widdifield, Member Voros abstained. Resolution adopted by voice vote 4-0-1.

Resolution 2014-29 Awarding Fair and Open Contract for Fee Accountant Petroni and Associates.

(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Approved by Members Bestwick, Howard, Schneider and Chairman Widdifield, Member Voros abstained. Resolution adopted by voice vote 4-0-1.


(M) L. Schneider, (S) S. Bestwick to adopt the resolution. Approved by Members Bestwick, Schneider and Chairman Widdifield, Members Howard and Voros abstained. Resolution adopted by voice vote 3-0-2.

CORRESPONDENCE
- Email Dated February 21, 2014 from Robert Widdifield RE: SCIA Professional Recommendations
- Letter Dated February 13, 2014 to Ms. Donna Summers RE: Program Interest: Salem County Landfill PI #65582
- Letter Dated February 11, 2014 to Traci Priest RE: Resolution designating Fulton Bank of New Jersey as the Authority’s bank for Calendar Year 2014
- Letter Dated February 11, 2014 to Mr. Scott Kramme RE: Resolution appointing him as the Authority’s Recording Secretary
- Letter Dated February 4, 2014 to Tracy Priest, Fulton Bank of NJ RE: Case Management Plan
- Letter Dated February 4, 2014 to Keith German, Fulton Financial RE: Case Management Plan
- Letter Dated February 4, 2014 to Mike Bono, Community First Bank RE: Case Management Plan
- Letter Dated February 4, 2014 to Kathy Carantza, Harvest Community Bank RE: Case Management Plan
- Letter Dated February 4, 2014 to Dennis Flannery, Sun Bank RE: Case Management Plan
- Letter Dated February 4, 2014 to Shane Farinaccio, TD Bank RE: Case Management Plan
- Letter Dated February 3, 2014 to Mr. Glenn Al Clouser RE: Cancellation of Collateral Assignment Agreement
• Letter Dated January 31, 2014 to Mr. Ed Steck RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Adam Telsey RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Michael Welding RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. John Lajewski RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Phil Rowan RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Chris Powell RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Douglas Bacher RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Phil Norcross RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Mark Brunermer RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 31, 2014 to Mr. Nick Petroni RE: Amendment to the 2014 Professional Services Contract
• Letter Dated January 30, 2014 to Ms. Coleman, CFO RE: Retiree Health Benefit Payment
• Letter Dated January 29, 2014 to Mr. Mark Minniti RE: 2013 Contract Extension
• Letter Dated January 28, 2014 to Mrs. Susan Bestwick RE: Salem County Improvement Authority
• Order of Members of SCIA in accordance with section 2:1-1 of the Rules to Govern Meetings of the SCIA Dated January 27, 2014 RE: Special Meeting to be held February 3, 2014
• PUBLIC NOTICE- February 3, 2014 Special Meeting
• Letter Dated January 22, 2014 from State of New Jersey Department of Environmental Protection RE: Sanitary Landfill Escrow Account Report for 2014
• Letter Dated January 15, 2014 from State of New Jersey Department of the Treasury Division of Pensions and Benefits RE: PERS, 798795- Notice of Retirement Approval (Lynn Schmidt)
• Letter Dated December 16, 2013 to Mr. Adam Telsey RE: SCIA 2014 Contract-Authority Solicitor

Other Informational Materials

• 2014 Big Brothers Big Sisters of Cumberland & Salem Counties events
• Sponsorship information for SCC’s 13th Annual Gala- “A Night at the Kentucky Derby”
PUBLIC COMMENT

Alloway Township Mayor Abe Mckelvey welcomed the new members and thanked them for their work.

Alloway Township resident Anne Sullivan asked about the NJDEP fines from 2011 and if the penalty had been reduced. Executive Director Turner-Fox said the penalty has been reduced from $12,000 to $9,000 and there is a proposal to reduce it further. Anne Sullivan asked about the air penalty from 2011 and Executive Director Turner-Fox replied they are waiting for a response from NJDEP. Ms. Sullivan then asked if there were further violations and Chairman Widdifield responded that they were not aware of any further violations.

Phil Rowan thanked the Board for the opportunity to have worked for the Board for the last 9 ½ years.

Mannington Township resident Tim Mangold asked about information on the LED light exchange program and the equipment operator position. He then asked if there is a tabulation of the bids submitted. Executive Director Turner-Fox responded they should be released soon.

Motion to Close Public Portion of Meeting.

(M) P. Voros, (S) R. Howard to close the meeting to the public. Approved by voice vote 5-0.

No Executive Meeting Necessary

Member Howard questioned Chairman Widdifield as to where the application for Recording Secretary (Scott Kramme) is located. Member Howard also asked if the
position had been advertised in the newspapers. Chairman Widdifield responded Mr. Kramme was appointed and there is no application.

ADJOURN

Chairman Widdifield asked if there were any more comments or business and hearing none adjourned the meeting at 6:33 pm.

Respectfully Submitted;

Scott R. Kramme
Recording Secretary