MEETING OF THE SALEM COUNTY IMPROVEMENT AUTHORITY

SOLID WASTE DIVISION CONFERENCE ROOM

52 McKillp Road, Alloway, NJ

Thursday, March 13, 2014 @ 4:30 pm

Chairman Robert Widdifield called the meeting to order at 4:34 pm

Chairman Robert 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 Offices. Copies of the Board minutes and a video of this meeting will be posted on SCIANJ.COM."

Pledge of Allegiance was recited by all present.

ROLL CALL
Bestwick, Susan Present
Howard, Ronald Absent – arrived at 4:38 pm
Schneider, Lew Absent
Voros, Peter Present
Widdifield, Robert Present

MINUTES

Regular Meeting of February 24, 2014 - (M) B. Widdifield, (S) S. Bestwick to approve minutes. No discussion or changes to the minutes. Motion carried by voice vote 3-0

Member Ron Howard entered the meeting at 4:38pm

SOLID WASTE DIVISION

Solid Waste Division report date March 10, 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. Manager Williams reported the municipal tonnage is down this year a total of $0.44. She also reported demolition debris and other materials are down from last year. Manager Williams believes the weather is a factor in the downturn. Cell 8 is up and running and the Leachate Tank 2 is still under construction. The first 100 bales of agricultural mulch have been sold via GovDeals.com. The price is a half-cent per pound. Manager Williams stated two trailers per day might be able to be loaded. It is profitable and saving the mulch from going into the landfill.
Landfill Engineers Status Report dated March 4, 2014. Copies of this report were distributed to all Board members prior to this meeting. There was no discussion of the written report.
Chairman Widdifield without objection ordered the Solid Waste Division Report and the Engineers Report be received and filed. Hearing no objections, so ordered.

Resolution 2014-31 Authorizing Transfer of Funds in Solid Waste Division Budget. (M) P. Voros, (S) S. Bestwick to approve resolution for transfer of funds. The resolution was adopted by voice vote 4-0.

Resolution 2014-32 Authorizing Payment of Solid Waste Division Bills. (M) S. Bestwick, (S) P. Voros to approve resolution to pay $342,055.00 for regular payment by check, and $121,764.87 be approved for electronic payment and bills in the amount of $307,528.00 be approved by manual check. The resolution was adopted by voice vote 4-0.

ECONOMIC DEVELOPMENT DIVISION

Economic Development Report dated March 13, 2014 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting.
Member Voros made a motion to implement the Strategic Plan and Chairman Widdifield responded it was premature as some changes to the plan may be needed.
Chairman Widdifield, without objection, ordered the Economic Development Report be received and filed. Hearing no objection, so ordered.

Resolution 2014-33 Authorizing Payment of Bills for the Economic Development Division.
(M) P. Voros, (S) R. Howard, to approve the payment of $898.98 in bills for the Economic Development Division. The resolution was adopted by voice vote 4-0.

NURSING HOME DIVISION REPORT

No action was required to be taken on behalf of this division.

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (Susan Bestwick) – Member Bestwick stated the audit has begun for CY 2013 and that there is an IRS reconciliation for CY 2010 W-2, 941reports on going. Executive Director Turner-Fox stated there is a meeting with the IRS and the auditors scheduled for Thursday.

PERSONNEL COMMITTEE (Ron Howard) – Member Howard stated applications are still being taken for the positions of Equipment Operator, Laborer, Scale Master, Finance Officer and Bookkeeper. Member Howard remarked the Landfill Supervisor is doing a good job and just had his 60 day performance review. Executive Director Turner-Fox discussed the dental plan and the challenges of billing between the County
and the Authority. The employee policy handbook is almost complete as it is with the Personnel Committee for final review and the audiometric and random drug testing programs are going fine.

SOLID WASTE COMMITTEE (Pete Voros) – Member Voros stated the weather has been challenging and has ultimately cost the Authority money. The Leachate Tank 2 is under construction and the methane gas generator is running again. Member Voros stated everybody at the Landfill is doing a great job.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider) – There was no report for this committee.

Chairman Widdifield, without objection, ordered the above committee reports be received and filed. Hearing no objections, so ordered.

EXECUTIVE DIRECTOR'S REPORT

Executive Director's Report dated March 13, 2014 was presented by Executive Director Deborah Turner-Fox.
Copies of this report were distributed to all members prior to this meeting. Executive Director Turner-Fox stated the construction for Cell 9 should start on March 24, 2014. The NJDEP Air Enforcement Division is in the process of settling legal documents in regards to the Authorities 2011 and 2013 Supplemental Environmental Project and it is anticipated there will be a 25% reduction in penalties. There have been talks with the County CFO and County Auditor regarding rebate calculations for Bonds issued through the SCIA. Executive Director Turner-Fox remarked there have been many applications received for the open positions at the landfill. There were no further questions for Director Turner-Fox.

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

UNFINISHED BUSINESS

Deferred until later in the meeting.

NEW BUSINESS

Resolution 2014-34 - Approving Rules to Govern Meetings of the Salem County Improvement Authority. Chairman Widdifield remarked Proxy voting was eliminated; however, members could still participate in voting through telephone or video connections. (M) S. Beshwick, (S) R. Howard to adopt the resolution. The resolution was adopted by voice vote 4-0.

CORRESPONDENCE

- Letter Dated March 6, 2014 to John DiLollo from David C. Rollison, CPA RE: E.I.N.: 22-2173884 Salem County Improvement Authority Tax Year 2010
• Letter Dated March 3, 2014 to Julie Acton RE: Regular Meeting Minutes February 24, 2014
• Letter Dated February 28, 2014 to Keith German RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Stephanie Giordano-Roche RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to William Masten RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Brian Turano RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Mike Bono RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Kathy Carantza RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Gerard Banmiller RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Mark Edwards RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Dennis Flannery RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Arlene Girtain RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to Traci Priest RE: Salem County Improvement Authority Financial Advisor
• Letter Dated February 28, 2014 to New Jersey Department of the Treasury Division of Contract Compliance & Equal Employment Opportunities In Public Contracts RE: Salem County Improvement Authority Designation of Public Agency Compliance Officer (P.A.C.O.)
• Letter Dated February 28, 2014 to Jessica Foote RE: Membership Renewal Salem County Cooperative Pricing System- 75CCPS
• Letter Dated February 27, 2014 to Bid Ocean, Inc RE: OPRA Request of February 22, 2014
• Letter Dated February 27, 2014 to Mary Beth McAvoy RE: OPRS Request of February 25, 2014
• Letter Dated February 27, 2014 to Mary Beth McAvoy RE: OPRS Request of February 25, 2014
• Email Dated February 26, 2014 from Norman Marinoff RE: Cell site easement offer
• Letter Dated February 26, 2014 to John DiLollo from David C. Rollison RE: EIN: 22-2173884 Salem County Improvement Authority Tax Year 2010
• Letter Dated February 25, 2014 to Ms. Coleman RE: Retiree Health Benefit Payment
• Letter Dated February 25, 2014 to Richard A. Alaimo RE: Contract-Authority Engineer- Solid Waste Division
• Letter Dated February 25, 2014 to Mr. Michael Welding RE: SCIA 2014 Contract-Auditing Services
• Letter Dated February 25, 2014 to Jean Chetney, Esq. RE: 2014 Contract-Authority Solicitor
• Letter Dated February 25, 2014 to John M. Cantalupo RE: 2014 Contract-Bond Counsel
• Letter Dated February 25, 2014 to Mr. Michael Persico RE: SCIA 2014 Contract-Collection, Recycling and/or Disposal for Household Hazardous Waste Countywide Collection Program
• Letter Dated February 25, 2014 to Ms. Kim M. Whelan RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Warren A. Broudy RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Maritza Falu RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Richard A. Alaimo, P.E. RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Barbara J. Fegley RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Richard M. Maser PE, PP RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Shanna McCann, Esq. RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Donald L. Masten RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Angelo C. Fatiga RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Patricia Owens RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Charles M. Fralinger RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. John L. Kraft, Esq., LLC RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. Thomas J. Hastie, Jr., Esq. RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Mr. John G. Hudak, Esq. RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Maritza Falu RE: Thank you for your interest- award to another bidder
• Letter Dated February 25, 2014 to Ms. Donna Pedrera RE: Thank you for your interest- award to another bidder
• Letter Dated February 24, 2014 from Jose A. Calderon, P.E. to Mr. Ray Smith RE: Salem County Landfill Expansion, Cell 9 Construction
• Letter Dated February 19, 2014 to Edward Stella, Jr. from Anthony Fontana RE: Notice of Administrative Completeness
Other Informational Materials

- Financial Disclosure Statement Update
- Letter Dated February 11, 2014 from Salem County Chamber of Commerce RE: Chamber’s Spring Banquet, April 10, 2014
- Letter from Meals on Wheels of Salem County RE: Salemwood Squares, March 27, 2014
- 2014 State of the District Address, April 25, 2014

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

PUBLIC COMMENT

Alloway resident, Ann Sullivan, questioned a $5,000 bill for the Solid Waste Division. Executive Director Turner-Fox responded the bill was for an NJDEP inspection fee. Ann Sullivan further questioned three rent payments for the Authority’s office space and why the third payment was higher. Executive Director Turner-Fox responded there was a rent increase in the third month. Ann Sullivan questioned if the Authority office was going to continue to be located in the space (Finlaw Building Basement) and if it is a month to month contract. Chairman Widdifield responded the space will currently continue to be utilized by the Authority and the rent is billed month to month but he has not seen the contract.

Freighthouse Liaison Cross asked to be recognized and commented the cell tower physical work (at Gateway Business Park) has been completed and the final signal cut over will be Friday March 14, 2014.

Ann Sullivan asked if the Authority is trying to sell the cell tower or derive monthly income from rent of the tower. Chairman Widdifield responded offers are being considered but no decision has been made yet.

Ann Sullivan inquired as to the final Nursing home payment. She asked who makes the determination of the payment and who receives the money. Chairman Widdifield responded it is a negotiation between the County and the Authority and the Lancaster Group is working on a dollar determination.

UNFINISHED BUSINESS

Member Voros asked for implementation of the Economic Plan and Chairman Widdifield responded it was not ready for final approval yet. Member Voros asked if all Board members would have a chance to review and comment on the plan and changes thereto before approval. Chairman Widdifield responded they would and it will be taken up at a later meeting.

EXECUTIVE SESSION

Resolution 2014-35 Authorizing Executive Session – Open Public Meetings Act, N.J.S.A. 10:4-12b permits a public body to go into a closed session during a public
meeting to discuss certain matters as follows: (M) S. Bestwick, (S) R. Howard to move to Executive Session. The resolution was adopted by voice vote 4-0.

(M) R. Howard, (S) S. Bestwick to end Executive session. Approved by voice vote 4-0.

PUBLIC SESSION

(M) P. Voros, (S) R. Howard to return to Public session. Approved by voice vote 4-0.

There was no further public comment or Board action.

Chairman Widdifield adjourned the meeting at 5:21 pm.

Respectfully Submitted:

Scott R. Kramme
Recording Secretary