MEETING OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, April 10, 2014 @ 4:30 pm

Chairman Robert Widdifield called the meeting to order at 4:30 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 4:35 pm
Schneider, Lew Present
Voros, Peter Present
Widdifield, Robert Present

MINUTES

Regular Meeting of March 13, 2014- (M) S. Bestwick, (S) R. Widdifield to approve minutes. No discussion or changes to the minutes. Motion carried by voice vote 3-0-1. Member Schneider abstained as he was absent March 13, 2014.

Executive Session of March 13, 2014 – (M) S. Bestwick, (S) R. Widdifield to approve the minutes. No discussion or changes to the minutes. Motion carried by voice vote 3-0-1. Member Schneider abstained as he was absent March 13, 2014.

SOLID WASTE DIVISION

Solid Waste Division report dated April 3, 2014, was presented by Executive Director D. Turner-Fox for Melinda Williams, Division Manager. Copies of this report along with statistical landfill report were distributed to all Board members prior to this meeting. Executive Director Turner-Fox reported tonnage and revenue were down for the November – December period due to weather. Leachate production is up and might be peaking at this point. Cover material expenses are down. All but one customer, over
120 days past due, as listed on the report, have now paid in full. Executive Director Turner-Fox reported there is no action on the vertical expansion of the landfill until warmer weather. Cell 8 is active and growing. The two-way road in and out of Cell 8 is challenging for haulers when there has been heavy rains. Executive Director Turner-Fox reported the valve repair on Leachate Tank 1 will be performed after Tank 2 has come on line. The Agricultural Plastic Demonstration Project material will be sold in 100 bale increments.

**Member Ron Howard entered the meeting at 4:35pm**

Director Turner-Fox reported the vendor for the new Leachate Tank has reduced their request for an extension from 10 weeks down to 59 days. The request has not been approved yet and Director Turner-Fox suggests a more reasonable extension might be 40 to 45 days. R.E. Pierson Company was on site and completed the survey and fencing for the new Cell 9. Construction on the SW basin should begin the week of 4/13 with the sand delivered in two weeks. The transitional meetings with the engineers went well. Director Turner-Fox reported there has been an increase in overtime due to snow removal work. The generator is currently running, but is not working at optimal performance. Driver Safety Day was held April 8th and about 50 drivers attended. April 19th is Household Hazardous Waste Day. NJDEP performed a short inspection and there were no violations and only a couple of minor concerns mentioned by the inspector. The Landfill Supervisor passed his SWANA, Manager of Landfill Operations course. The repairs on the rain tarp have been completed.

**Chairman Widdifield without objection ordered the Solid Waste Division Report be received and filed. Hearing no objections, so ordered.**

**Landfill Engineers Status Report dated April 4, 2014 was presented by James McKelvie of Alaimo Group.** Copies of this report were distributed to all Board members prior to this meeting. Outlined were the upcoming compliance reports for the Solid Waste Facility Permit, Groundwater Permits, Title V Air Permit, and the Greenhouse Gas Emissions Permit. There is the potential for a minor modification in the materials handling area. Additional tire chips may also be needed to line the new Cell #9 so the engineer will be calculating the volume in the current stockpile. Chairman Widdifield asked if the meeting between the engineers and solid waste division manager and landfill supervisor to discuss the Title V air permit had been rescheduled. Engineer McKelvie said it had not yet been rescheduled.

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

**Resolution 2014-36 To Cancel/Void Checks (M) P. Voros, (S) R. Howard to approve resolution to cancel check 3745 for $1,100.00 made payable to wrong vendor, check 3794 made payable for the wrong amount and checks 3850-3876 due to a computer printing error. There was no discussion. The resolution was adopted by voice vote 5-0.**

**Resolution 2014-37 Authorizing Payment of Solid Waste Division Bills.** (M) P Voros, (S) L. Schneider to approve resolution to pay $357,104.89 for regular payment by check; and $11,989.03 be approved for electronic payment and bills in the
amount of $232,095.60 be approved by manual check. Director Turner-Fox noted that the short time between the end of the month and the Board meeting required the issuance of a manual check for leachate hauling. The resolution was adopted by voice vote 5-0.

**ECONOMIC DEVELOPMENT DIVISION**

Economic Development Report dated April 10, 2014 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. Manager Smith reported the antennas on the water tower at the Gateway Complex are being fixed as there were some interference issues. Member Voros asked if there has been movement forward to implement the Strategic Plan and Chairman Widdifield responded not yet. Member Voros asked how long it would be before implementation as people are contacting SCIA who want to do business with the County. Chairman Widdifield responded we need to have the proper people to contact. Member Voros again asked when can it be expected to implement the plan and Chairman Widdifield responded May 10th and he would like to see an electronic copy of the plan in Word format.

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

**Resolution 2014-38 Authorizing Payment of Bills for the Economic Development Division.**

(M) L. Schneider, (S) S. Bestwick, to approve the payment of $3,157.66 by regular check and $60.04 by electronic payment for the Economic Development Division. The resolution was adopted by voice vote 5-0.

**PUBLIC PRESENTATION BY OLDMAN'S TOWNSHIP COMMITTEEPERSON TAYLOR.**

Committeeperson Taylor requests SCIA to be involved in the redevelopment of the NIKE Base site in Oldman's Township. The Township owns 88 acres of the site and Salem Community College currently leases a parcel, as well. The township plans to give Salem Community College 35 acres at the site in hopes of the college expanding their campus. Currently there is no power at the site for the buildings or the water treatment plant due to a fire on a utility pole late last year. The Township has agreed to repair the pole, with the land owners consent and would like SCIA to purchase or acquire, the business section of the site.

Member Voros asked if the property is clear of wetlands and environmental issues. Committeeperson Taylor responded the Army Corps of Engineers (which has a depot at the site) has conducted environmental remediation on this portion of the site under discussion. Member Voros said for FastTrack permitting, the site needs water and sewer. Committeeperson Taylor responded there is a water tower on site and access to public water. The wastewater treatment plant on site needs power to be restored. Member Schneider asked if taxes are suspended on a county level when a deal as this is approved. Committeeperson Taylor responded in a 5 year PILOT (Payment in Lieu Of Taxes) program the Township receives the payments and the County gets very little of
the payment during the term of the PILOT. He also noted that without PILOT programs
businesses will not locate here in favor of other sites that do offer incentives. Member
Schneider asked if at the end of the 5 year period the site goes back into the regular tax
system. Committee person Taylor responded yes.

NURSING HOME DIVISION REPORT

No action to report.

(M) R. Howard, (S) P. Voros to approve resolution to pay bills totaling $862.50 for the
Nursing Home Division. Member Bestwick asked what the bills were for. Executive
Director Turner-Fox responded they are for legal fees related to the claim SKG filed.
Resolution passed by voice vote 5-0.

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (Susan Bestwick) – Member Bestwick stated the audit for
CY 2013 has been completed and there are no preliminary recommendations or
findings, but will be a few discussion items. The IRS reconciliation for CY 2008 and
2010 have been completed and SCIA has asked IRS to abate any penalties and
interest.

PERSONNEL COMMITTEE (Ron Howard) – Member Howard stated a meeting was
held April 8th and some changes to the vacation and sick time policies were made and
will be coming out soon for review by the whole Board.

SOLID WASTE COMMITTEE (Pete Voros) – Member Voros stated the weather has
been challenging and has held up work on the new Leachate tank and the new Cell #9.
Member Voros stated all the people at the Landfill are doing a wonderful job in spite of
the weather and to expect some overtime due to the weather. Member Howard inquired
as to the status of leachate treatment at Salem City’s waste water treatment plant.
Executive Director Turner-Fox and Member Voros responded the work is postponed
until Tank 2 comes on line.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider) – There was no
meeting held this month. Next month discussions will be held with the Salem
Community College in reference to the possibility of sharing services for the digital
phone system with the College.

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 April 10, 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 responded to a previously asked question by Freeholder Liaison Cross in reference to retiree medical benefit payments. Director Turner-Fox stated the retiree medical benefit payments could not be made directly by the County to the State system; they need to be paid electronically to the State by SCIA using SCIA access codes, bank accounts and the certifying officers approval.

Director Turner-Fox stated the 7th application bill for Leachate Tank 2 is in the bill list to be paid today.

NJDEP has given preliminary technical input for the light bulb exchange program and has asked SCIA to reconsider giving out 100W equivalent but rather 60W equivalent bulbs in order to reach more residents and use the funds more effectively.

Director Turner-Fox reported the City of Philadelphia has made inquiries and asked for information on the Regional Sewer Project. Information provided was the same provided last year during the Request for Information phase of the project.

The agreement to continue shared services with Gloucester County in relation to the Regional Sewer Project is contained in today’s packet. The project is grant funded and no tax dollars go to support it.

Requests for bids will soon be made for the replacement of desktop computers in the Finlaw Building.

Director Turner-Fox reported all necessary support for the final rebate calculation for refunding the bonds issued in 2013 has been provided to the County.

Director Turner-Fox reported one OPRA request was completed this month and there are no pending requests.

Chairman Widdifield asked if there was anything new on the Lancaster numbers.

Director Turner-Fox said she was out of the office all day at a class and will check after this meeting.

Freeholder Liaison Cross asked to be recognized. Chairman Widdifield recognized Freeholder Cross and Freehold Cross stated the County was in the process of purchasing 150 or more computers and it might be possible to contact the vendor to see if SCIA could receive a discount for their purchase. Director Turner-Fox said it would be worth looking into and noted that SCIA already utilized the Western State Cooperative Purchasing Agreement in conjunction with the State of NJ to receive state contract volume discount pricing on computer equipment as available.

Member Voros thanked Director Turner-Fox for doing a wonderful job and Chairman Widdifield also thanked the Director for arranging a meeting with the County to discuss the Nursing Home issue.

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

UNFINISHED BUSINESS

Deferred until closed session

NEW BUSINESS

Resolution 2014-40 - Authorizing Refund to Turf Environmental Services.
L. Schneider, (S) P. Voros to authorize the refund of a credit balance in the amount of $144.84. The resolution was approved by voice vote 5-0.

Resolution 2014-41 Authorizing Alternative Funds Escrow Agreement For Closure and Post-Closure Activities And Expenses.
(M) P. Voros, (S) R. Howard to approve the resolution. Member Schneider asked if the money already set aside for closure was not enough. Director Turner-Fox responded that the DEP closure/post closure fund is fully funded and audited each year in accordance with the State requirements. Now, however the NJDEP requires any alternate closure funds, set aside by the Authority above and beyond the mandated amounts, to also be held in escrow. The funds are currently in Certificate of Deposit investments and need to be put into an escrow account. Member Schneider was concerned about the expense which will be incurred in escrow. Director Turner-Fox stated she would research the current escrow agreement to determine the fees and report back to Member Schneider, however she estimated that cost of auditing and expenses will be approximately 1.2%. The resolution was approved by voice vote 5-0.

Resolution 2014-42 Authorizing Extension of Shared Services Between Salem County Improvement Authority and Gloucester County Regarding the Regional Wastewater Management Project.
(M) R. Howard, (S) P. Voros, to approve the resolution. The resolution was approved by voice vote 4-1-0. Member Schneider voted nay.

Motion To Approve Hiring of Heavy Equipment Operator Robert Thompson.
(M) P. Voros, (S) L. Schneider to hire Robert Thompson. The motion passed by voice vote 5-0.

Motion To Approve Hiring of Part Time Scale Master Dorothey Hansbury.
(M) P. Voros, (S) S. Bestwick to hire Dorothey Hansbury. Member Bestwick asked if anyone from within Salem County applied for the job. Executive Director Turner-Fox replied no one from within the County had applied who currently held an valid weighmaster license. Member Bestwick asked if Salem Community College provides training for scale masters and Director Turner-Fox responded they did not and the scale masters receive on the job training. The motion passed by voice vote 5-0.

Motion To Approve Hiring of Part Time Laborer William Eddis.
(M) S. Bestwick, (S) L. Schneider to hire William Eddis. The motion passed by voice vote 5-0.

Motion To Approve Purchase of Over $10,000 for Tarp-O-Matic Spools.
(M) P. Voros, (S) S. Bestwick to approve the purchase over $10,000. The motion passed by voice vote 5-0.

CORRESPONDENCE

- Letter Dated April 2, 2014 from Horace Johnson RE: City of Salem’s Pool donation
• Letter Dated April 2, 2014 to Aflac Commissions Department RE: Broker of Record
• Letter Dated April 2, 2014 to Guardian Commissions Department RE: Broker of Record
• Memo Dated March 28, 2014 to Freeholder Liaison, Dale Cross RE: Economic Development Strategic Plan - DRAFT
• Letter Dated March 26, 2014 to Anthony P. Inverso RE: Fully executed Professional Services Contract
• Letter Dated March 25, 2014 to Mr. David Rollison RE: Fully executed Professional Services Contract
• Letter Dated March 25, 2014 to Ms. Coleman, CFO RE: Retiree Health Benefit Payment
• Letter Dated March 25, 2014 to Mr. Michael Persico RE: Fully executed Professional Services Contract
• Letter Dated March 25, 2014 to Anthony P. Inverso RE: SCIA Cash Management Plan
• Letter Dated March 21, 2014 to Ms. Coleman RE: SCIA Debt Service Payments
• Letter Dated March 20, 2014 to National Union Fire Insurance Company of Pittsburgh RE: Broker of Record Letter
• Letter Dated March 19, 2014 to Julie Acton RE: Regular Meeting Minutes March 13, 2014
• Letter Dated March 17, 2014 from Terry Beym RE: FY2014 Annual Fee Report and Assessment of Fees for the New Jersey Pollutant Discharge Elimination System permit program
• Letter Dated March 14, 2014 to Charles M. Fralinger RE: Fully executed Professional Services Contract
• Letter Dated March 14, 2014 to Richard A. Alaimo RE: Fully executed Professional Services Contract
• Letter Dated March 14, 2014 to Tom Narolewski RE: Fully executed Professional Services Contract
• Letter Dated March 13, 2014 to Ms. Donna Summers RE: Program Interest: Salem County Landfill EA-ID PEA# 1100001-65582
• Letter Dated March 12, 2014 to Mr. Stella from Anthony Fontana RE: Recycling Center General Approval Renewal South Jersey Agricultural Products, Inc
• Letter Dated March 10, 2014 from Richard A. Alaimo to SCIA Board Members RE: Salem County Improvement Authority
• Letter Dated March 7, 2014 to Mr. Jose A. Calderon, P.E. from Kevin C. Goldsmith RE: New Leachate Tank and Improvements
• Letter Dated March 3, 2014 to Richelle B. Womble from Melinda Williams RE: AMENDED Title V Six Month Deviation Report for Period 1-1-2012 to 6-29-2012
• Email Dated February 11, 2014 from Donna Summers RE: Figures regarding the October 2011 odor violation
Other Informational Materials

- Salem County Chamber of Commerce RE: Chamber's Spring Banquet, April 10, 2014
- Driver Safety Day! April 8, 2014
- Big Brothers Big Sisters "The Big Night", May 9, 2014
- Stand Up For Salem, Spring 2014

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, asked what the income from the cell tower was and if the plan to sell it has moved forward. Executive Director, Turner-Fox responded the annual income from the cell tower is approximately $15,000 per year and SCIA is waiting for a counter proposals for the tower lease sale to consider.

Ann Sullivan asked if there were issues with the Landfill phone system and that is why discussions to combine the phone system with Salem Community College are being discussed. Director Turner-Fox responded there are serious issues with the old Verizon phone service to the Landfill. Director Turner-Fox stated the Landfill would like to move to a digital phone system for all but alarm and emergency lines for better reliability.

Ann Sullivan asked how long the Landfill would be open to the public and trucks. Executive Director Turner-Fox responded the projection is 25 years due to the new permit but that the actual life of the landfill would depend on the amount of waste material actually disposed of each year.

Ann Sullivan asked if the post closure funds to be held in escrow are of a fixed amount. Executive Director Turner-Fox responded they are of a fixed amount.

EXECUTIVE SESSION
Resolution 2014-43 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) P. Voros, (S) S. Bestwick to move to Executive Session. The resolution was adopted by voice vote 5-0.

(M) R. Howard, (S) S. Bestwick to end Executive session. Approved by voice vote 5-0.

PUBLIC SESSION

(M) R. Howard, (S) S. Bestwick to return to Public session. Approved by voice vote 5-0.

There was no further public comment or Board action.

Chairman Widdifield adjourned the meeting at 8:10 pm.

Respectfully Submitted:

Scott R. Kramme
Recording Secretary