REGULAR MEETING
OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM

52 McKillip Road, Alloway, NJ

Thursday, March 12, 2015 @ 4:30 pm

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 Absent
Bestwick, Susan Present
Widdifield, Robert Present
Brooks, Michael Absent
Howard, Ronald Present

MINUTES

Regular meeting of February 12, 2015 – (M) R. Howard (S) S. Bestwick to approve minutes. Motion carried by voice vote 3-0.

Special meeting of February 24, 2015 – (M) S. Bestwick (S) R. Howard to approve minutes. Motion carried by voice vote 3-0.

SOLID WASTE DIVISION

Solid Waste Division report dated March 6, 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 the TOPO completed was for 2013-2014. The 2014-2015 TOPO is underway. The topographical engineers were out marking today and hope to have a flyover on Sunday, March 15. Manager Williams added a section to her written report entitled “Other” which covers additional miscellaneous items she did over the past month. There were general discussions regarding sections of the written report.

Chairman Widdifield questioned if the average gas flow was in cfm’s. Manager Williams noted there was no gas going to the college because the college removed their regulator. There was a general discussion regarding the regulator situation.

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

There was a general discussion regarding landfill height in Cell 7.
Landfill Engineer’s Report dated March 4, 2015. Copies of this report were distributed to all Board members prior to this meeting. There were general discussions regarding the Greenhouse Gas Emissions Report, voltage regulations, wetlands mitigation and the closure/post-closure plan.

Chairman Widdifield, without objection, ordered the Solid Waste Division’s and engineer’s reports be received and filed.

Resolution 2015-028 authorizing payment of Solid Waste Division bills.
(M) R. Howard (S) S. Bestwick to adopt the resolution to pay bills in the amount of $376,268.26 by regular check, $131,074.91 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 3-0.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Member Bestwick indicated they are still discussing the SBA tower proposal. Solicitor Chetney indicated she is still waiting for the contract from SBA. There was a general discussion regarding the driveway to the tower site. The committee is discussing with the engineer, auditor and accountant regarding bonding for Cell 10, replacement building and equipment. There was a general discussion on where the bonding was coming from. Chairman Widdifield indicated they were exploring options for Cell 11 which would give them more time to move the office building. The Board also discussed options for the lease/purchase of equipment. The committee also discussed a slight modification to the Executive Director’s contract.

Personnel Committee (Ron Howard) – Member Howard indicated they hired a full-time laborer who starts work on March 23, 2015. The committee is still interviewing for the part-time laborer. There was a general discussion regarding the office manager position.

Motion to approve a $2.00 an hour increase for the office manager position effective April 1, 2015
(M) R. Howard (S) S. Bestwick - Motion was approved by voice vote 3-0.

Solid Waste Committee – Because of snow, the committee had a conference call to discuss starting Cell 11 instead of Cell 10. There was a general discussion regarding the benefits of doing this. The committee also discussed permitting, greenhouse gas emissions and Title V reporting.

Facility Expansion and Finance Committee – covered under the Executive Committee 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 he was still meeting with professionals who serve SCIA. RFP process to award landfill engineer contract was completed on February 24, 2015. Director Sparks is still waiting for the formula used to calculate rent charges for the Finlaw Building.
There were no OPRA requests for February. SCIA did have three noise contacts from residents because of the DCO generator backfiring. The Board had a general discussion regarding this issue.

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

SBA cell tower was discussed during the Executive Committee report.

SCIA policies and procedures are circulating for review.

Gathering costs for bonding and finance issues relating to equipment replacement, new cell construction and office building relocation.

Director Sparks indicated the Financial Disclosure Statements will be sent to the Board members by the County Clerk and are due by April 30.

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

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Resolution 2015-029** approving Executive Director contract amendment (M) S. Bestwick (S) R. Howard to approve amendment to employment agreement between SCIA and Executive Director. Chairman Widdifield clarified why the resolution was presented and what changes were made. The resolution was adopted by voice vote 3-0.

**Resolution 2015-030** approving one year extension of HHW vendor contract (M) S. Bestwick (S) R. Howard to approve an extension of the contract between SCIA and Clean Venture, Inc. The resolution was adopted by voice vote 3-0.

**Motion** approving Mannington Township revised Solid Waste Disposal Agreement (M) S. Bestwick (S) R. Howard to approve revised solid waste disposal agreement with Mannington Township. There was a general discussion as to why changes were made to the agreement. The motion was approved by voice vote 3-0.

**Motion** to hire full-time laborer. (M) R. Howard (S) S. Bestwick to hire full-time laborer. There was a general discussion about using the One Stop Career Center for this hiring. The motion was approved by voice vote 3-0.
CORRESPONDENCE

From NJDEP indicating all obligations imposed by the referenced ACO #NEA140001 have been terminated effective January 14, 2015. There was a general discussion regarding self-reporting on Title V issues.

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 5:15 pm.

Respectfully submitted,

Diane B. Plymale
Recording Secretary

SCIA/March 2015 minutes