REGULAR MEETING
OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ

Thursday, November 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 Present
Bestwick, Susan Present
Widdifield, Robert Present
Brooks, Michael Present
Howard, Ronald Present

MINUTES

Regular meeting of October 8, 2015 – (M) S. Bestwick (S) L. Schneider to approve minutes. Motion carried by voice vote 5-0.

SOLID WASTE DIVISION

Solid Waste Division report dated November 2, 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 pointed out on the statistical report that total landfill tonnage was down a little bit from this time last year but are up in municipal tonnage and in Convenience Center revenue. Leachate gallons are up compared to same time last year. Manager Williams indicated Ranch Hope came to the landfill without a valid decal and their account is consistently over due, she has cut them off at a $5,000 balance. She called Ranch Hope and told them they were cut off until they pay their account balance, a balance limit of $5,000 has been placed on their account and a valid decal is needed for their truck. The landfill has a large non-virgin job starting on November 16, 2015 consisting of about 7,000 tons of material. Manager Williams placed a call to Quinton Sand & Gravel and indicated when this job starts, virgin stops, as the landfill will not be able to handle all the material in a day. Manager Williams indicated the Right-to-Know representative was on site, October 7, 2015 for his inspection. There were some issues with labeling which has been corrected.

There was a general discussion regarding rain tarps and the steps to be taken to get ready for the winter season.
Landfill Engineer’s Report dated November 11, 2015. Copies of this report were distributed to all Board members prior to this meeting. Manager Williams indicated there was nothing significant to point out. Manager Williams intends to ask the engineer for assistance to amend the current water permit. The fecal coliform levels are high and she believes it is caused by the birds. She indicated Burlington County had the same problem.

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

Resolution 2015-060 authorizing payment of Solid Waste Division bills. (M) L. Schneider (S) M. Brooks to adopt the resolution to pay bills in the amount of $285,791.94 by regular check, $33,451.68 by electronic payment and $16,551.70 by manual check. The resolution was adopted by voice vote 5-0.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Member Bestwick indicated the committee is still continuing with the application for the loan for the next cell and finalized the budget.

Personnel Committee (Ron Howard) – Member Howard indicated the committee granted a request from a scale operator to carryover three vacation days to allow him to have a full week’s vacation next year.

Solid Waste Committee (Michael Brooks) – Member Brooks indicated the committee did not meet, but Manager Williams covered everything in her report.

Facilities Expansion (Bob Widdifield) – Chairman Widdifield indicated they met with the Executive Committee.

Finance Committee (Lew Schneider) – No meeting this month.

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.

Director Sparks indicated they received copies of the policy and procedures manual and will distribute them next week.

Gateway water tower transfer is on agenda for approval and signature of deed.

Director Sparks met with the Solid Waste Advisory Council to discuss flow control. He indicated there were no negative comments on the Solid Waste Management Plan amendment which will now include flow control for Salem County. A resolution is on the agenda to approve the amendments. If approved, a similar resolution will be forwarded to the Freeholder Board for first reading and adoption. An ordinance meeting will be held and final adoption will make it
law. Must go before the DEP for their approval and if all goes well, flow control will be implemented in Salem County sometime in 2016. There was a general discussion on how flow control will benefit the landfill.

Leachate treatment test results were sent to DuPont/Chemours and they are requesting the next round of test results for their continued review to see if they will accept the landfill’s leachate for treatment.

Director Sparks is still working on consolidating the escrow accounts to one bank. This will eliminate dual fees paid by SCIA.

There were no OPRA requests for October.

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

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Resolution 2015-061 setting healthcare waiver compensation
There was a general discussion on the amount of the compensation and who is not eligible.
(M) M. Brooks (S) S. Bestwick to set healthcare waiver compensation for calendar year 2016. The resolution was adopted by voice vote 5-0.

Resolution 2015-062 authorizing transfer of Gateway water tower
There was a general discussion on the line of title for the property being transferred.
(M) M. Brooks (S) L. Schneider to authorize transfer of the Gateway water tower property to American Water Company. The resolution was adopted by voice vote 5-0.

Resolution 2015-063 authorizing Solid Waste Division Manager to sign loan application
(M) M. Brooks (S) R. Howard to authorize Solid Waste Division Manager, Melinda Williams to sign New Jersey Environmental Infrastructure Trust Loan Application. The resolution was adopted by voice vote 5-0.

Resolution 2015-064 to raise 2016 tipping fees
There was a general discussion regarding the percentage increase in tipping fees.
(M) S. Bestwick (S) M. Brooks to amend tariff to raise tipping fees for 2016. The resolution was adopted by voice vote 5-0.

Resolution 2015-065 approving amendment to Salem County Solid Waste Management Plan
There was a general discussion on how flow control works.
(M) M. Brooks (S) R. Howard to approve amendment to the Salem County Solid Waste Management Plan. The resolution was adopted by voice vote 5-0.
Resolution 2015-066 authorizing SCIA to advertise for bids for Cell 11 construction
Director Sparks indicated this resolution is preparatory to allow SCIA to advertise for bids immediately should they get an agreement with NJEIT approving the loan without the need for a special meeting.
(M) S. Bestwick (S) R. Howard authorizing SCIA to advertise for bids for construction of Cell 11. The resolution was adopted by voice vote 5-0.

Resolution 2015-067 to notify Local Government Services that additional time is needed to prepare budget
(M) R. Howard (S) S. Bestwick to notify the Division of Local Government Services that additional time is needed to properly prepare the budget for the year ending December 31, 2016.

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The resolution was adopted by roll call vote 5-0.

Resolution 2015-068 to establish a fair and open process for awarding professional services contracts
(M) M. Brooks (S) R. Howard to establish a fair and open process for the awarding of professional services contracts for the SCIA. The resolution was adopted by voice vote 5-0.

Resolution 2015-069 authorizing transfer of closure/post-closure escrow account
(M) M. Brooks (S) R. Howard to authorize the transfer of the landfill closure/post-closure escrow account to Fulton Bank. The resolution was adopted by voice vote 5-0.

Budget – Shawn Glynn from Bowman & Company presented the 2016 budget for the Salem County Improvement Authority. Mr. Glynn indicated two new line items were added to this year’s budget. The first line item relates to the interest for the construction portion of the loan for the new cell. The second line item is for a reserve set aside of $322,000 which represents $3.22 on an average of 100,000 tons to fund the closure cost. The other item Mr. Glynn highlighted was the revenue needed to balance the budget for this year is less than what was expected based on the new fee increases for 2016.

There was a general discussion regarding items in the budget relating to closure/post-closure, updating the plan yearly and how the money can be spent.

A roll call vote to approve the 2016 annual budget is as follows:
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<th>Name/Title</th>
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<tr>
<td>Chairman Robert Widdifield</td>
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<td>Vice Chairwoman Sue Bestwick</td>
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<td>Secretary Michael Brooks</td>
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The budget was approved by roll call vote 5-0.

**CORRESPONDENCE**

No correspondence

**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 5:10 pm.

Respectfully submitted,

Diane B. Plymale
Recording Secretary

SCIA/Nov 2015 minutes