REGULAR MEETING
OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, October 8, 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 Absent

MINUTES

Regular meeting of September 10, 2015 – (M) L. Schneider (S) S. Bestwick to approve minutes. Motion carried by voice vote 4-0.

SOLID WASTE DIVISION

Solid Waste Division report dated October 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 landfill tonnage, municipal tonnage and construction/demolition debris is up compared to the same time last year. Other tonnage is down just a little. Convenience Center revenue is down a little. Leachate gallons are down significantly compared to same time last year. Manager Williams indicated that she is going to add a line item for non-virgin material compared to virgin material on the statistical report. Lodie van Tonger ran some reports and created a check sheet for her. The landfill is using more non-virgin material than virgin material this year to date. In 2012, the landfill used almost twice as much non-virgin material than virgin material. A conference call is scheduled for October 14, 2015 to discuss horizontal expansion. This was prompted by a couple of phone calls Manager Williams had with representatives from the DEP and NJEIT regarding financing. Manager Williams indicated there is a potential new market vendor in Vineland who wants the loose plastic from the landfill. She is also working with a vendor from North Carolina. Member Bestwick asked about litter control. Manager Williams indicated the inmates are hit or miss. She has told the Corrections Department the inmates are needed every two weeks, but they are obligated to other places as well.
Landfill Engineer’s Report dated September 30, 2015. Copies of this report were distributed to all Board members prior to this meeting. Manager Williams indicated the engineer is working on calculating the remaining capacity for Cell 9 since Cell 11 is not under construction yet.

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

Resolution 2015-055 authorizing payment of Solid Waste Division bills.
(M) S. Bestwick (S) L. Schneider to adopt the resolution to pay bills in the amount of $206,192.67 by regular check, $52,942.97 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 4-0.

Resolution 2015-056 authorizing payment of Economic Development Division bills.
(M) L. Schneider (S) S. Bestwick to adopt the resolution to pay bills in the amount of $4,000 by regular check, $0 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 4-0.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Member Bestwick indicated the committee is moving forward on the budget. She thanked everyone who worked diligently on getting the budget together. The committee is still working on the funding for Cell 11.

Personnel Committee (Ron Howard) – There was no meeting this month. There was a general discussion regarding the Personnel handbook.

Solid Waste Committee (Michael Brooks) – Member Brooks indicated Manager Williams covered most items in her report. The generator is up and running. The committee went through the permits and timeframe for resubmission. Lodie van Tonder is going to review the plans prepared by the engineer for cell expansion.

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

Finance Committee (Lew Schneider) – Chairman Widdifield indicated there was 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.

The landfill had numerous DEP and NJEIT tours of the facility. Director Sparks indicated the visitors were very appreciative and spoke to the kindness of the employees and how clean the facility is.
Still working on the transition of the Gateway water tower.

The pollution insurance policy was renewed for two years with an approximate $4,000 cost savings. Member Schneider questioned if SCIA had to pay the premium upfront. Director Sparks indicated that in order for SCIA to get this savings, they had to pay the remainder of this year’s policy and enter into the two year contract starting January 1, 2016. Premiums will be paid as they become due.

Director Sparks plans to meet with the Solid Waste Advisory Council to discuss flow control.

The New Ventures Manager at DuPont/Chemours expressed interest in the possibility of using the landfill to start treating outside waste (leachate) at the Chambers Works site.

Director Sparks is looking into consolidating the escrow accounts to one bank. This will eliminate duel fees paid by SCIA.

A shared services agreement has been prepared for a purchasing agent. Resolution 2015-57 is up for adoption.

There were no OPRA requests for September.

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

**UNFINISHED BUSINESS**

Solicitor Chetney indicated there is no deed conveying the Gateway water tower site to SCIA; however, there is a filed map showing the property was to be conveyed to SCIA. The Authority is paying taxes on the site. Solicitor Chetney prepared a deed from the County and SCIA transferring the property to American Water and has sent it to American Water for review and approval.

There was a general discussion regarding the water tower, the property it sits on and the agreement to transfer it to American Water.

**NEW BUSINESS**

Resolution 2015-057 to authorize shared service agreement

(M) M. Brooks (S) I. Schneider to authorize SCIA to enter into a shared services agreement with Salem County for purchasing agent services. There was a general discussion regarding fees and what the purchasing agent’s duties would be. With the revisions requested, the resolution was adopted by voice vote 4-0.
Resolution 2015-058 to amend 2015 Solid Waste Division budget
(M) M. Brooks (S) S. Bestwick to amend the 2015 Solid Waste Division budget for the Recycling Enhancement Act Grant Program in the amount of $4,000.00.

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The resolution was adopted by roll call vote 4-0.

Resolution 2015-059 to transfer funds to Leachate hauling
There was a general discussion regarding the rate increase in hauling charges per gallon and the need for other vendors to bid on this contract. There was also a discussion about rebidding this contract if other options became available to the landfill.
(M) M. Brooks (S) S. Bestwick to transfer funds from the special studies and marketing & sales accounts to the leachate hauling account. The resolution was adopted by voice vote 4-0.

Motion to add new product/waste code for road base material
There was a general discussion regarding getting material for beneficial use and setting up a code to receive it. There was also a discussion about this material and its use.
(M) M. Brooks (S) L. Schneider to add a new product/waste code of RB4 for road base material for beneficial use with a charge of $4.00.
The motion was approved by voice vote 4-0.

Motion to approve 2016 preliminary budget
There was a general discussion regarding the budget.
(M) S. Bestwick (S) M. Brooks to approve 2016 preliminary budget for submission to auditor.
The motion was approved by voice vote 4-0.

CORRESPONDENCE

From Casie Garton, Human Resources regarding SCIA retiree health benefit payment
From Jean Chetney, Esquire regarding the Gateway water tower

PUBLIC COMMENT

Mannington Township resident Tim Mangold inquired about the wetlands mitigation plan and if they plan to let it revert back on its own. Manager Williams indicated the DEP has not approved the plan yet, but SCIA has to do some regrading, fencing and planting. There was a discussion regarding that this property is starting to revert on its own and minimal work will need to be done by SCIA for mitigation.
**Resident Mangold** received a request for proposal from Jim McKelvey as county engineer for the biennial certification for legal action permit on the Gateway Industrial Park. He questioned if this was now a County item. There was a general discussion regarding the Gateway Park property and a piece of property that was contaminated by pesticides and capped and who is required to sample the property.

Chairman Widdifield asked if there was any other business for the Authority. Chairman Widdifield indicated this was Melinda Williams’ 25th anniversary.

Chairman Widdifield adjourned the meeting at 5:30 pm.

Respectfully submitted,

Diane B. Plymale  
Recording Secretary

SCIA/Oct 2015 minutes