MEETING OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday October 9, 2014 @ 4:30 pm

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

Chairman 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 by telephone
Howard, Ronald Present
Schneider, Lewis Present
Voros, Peter Absent – Arrived at 5:13 PM
Widdifield, Robert Present

MINUTES

Budget Meeting of September 22, 2014 – (M) L. Schneider, (S) R. Howard to approve minutes. Motion carried by voice vote 4-0.

SOLID WASTE DIVISION

Solid Waste Division report dated October 3, 2014, was presented by Solid Waste Division Manager Melinda Williams. Copies of this report along with statistical landfill report were distributed to all Board members prior to this meeting. Manager Williams reported revenue is up approximately $10,000 compared to the same time last year. Municipal tonnage is virtually the same compared to the same time last year. Construction tonnage is down compared to last year. The convenience center revenue is up approximately $1,000 over last year at this time.

Chairman Widdifield asked if there was a mistake in the Solid Waste Division report in the vertical expansion section 3 paragraphs 3 where the last sentence has the word “not” included. Manager Williams said it was a mistake and the word “not” should be omitted.

Member Schneider asked if the grinder which was sold on Government Deals had been picked-up yet. Manager Williams stated it has not; however, Government Deals was
paid and SCIA is awaiting payment from them. Member Schneider further asked if we have to rent a fork lift for the plastic bailing project. Manager Williams stated SCIA does need to rent the fork lift and the price of the rental comes from the grant so no SCIA money is used for the $1,300 per week rental. Manager Williams reported there is still a voltage issue to be resolved on the pumps in Cell #9. The voltage is too high which causes the motor savers to knock the pumps off line. Atlantic City Electric was called and they tested the transformer which is okay; they suggested getting a regulator to reduce the voltage. Contractor DCO is coming out to check the voltage issue and determine what needs to be done to fix the problem. Chairman Widdifield asked if this would delay the opening of Cell #9. Manager Williams stated it would delay opening of Cell #9 if it is not fixed by the end of October. Chairman Widdifield asked if it is DCO Energy’s problem. Manager Williams stated DCO states it is Atlantic City Electric’s problem with the transformer which Atlantic City Electric says there is not an issue with the transformer. Chairman Widdifield asked how long the lease is with DCO and Manager Williams responded 20 years. Chairman Widdifield was amazed a lease was signed for that amount of time. Chairman Widdifield, without objection, ordered the Solid Waste Division Report be received and filed.

**Landfill Engineers Status Report dated October 1, 2014.** Copies of this report were distributed to all Board members prior to this meeting. Chairman Widdifield asked if TKT Contractors had finished the Leachate Tank Project. Manager Williams responded that they had.

Chairman Widdifield, without objection, ordered the Engineers Report be received and filed.

**Resolution 2014-92 Authorizing Transfer of Line Item Amounts In The 2014 Solid Waste Division Budget.**
(M) L. Schneider, (S) R. Howard to approve the transfer of $25,500 from Marketing and Sales to the following accounts: Equipment Maintenance $10,000; Methane Gas Collection $10,000; Legal Advertising $1,500; and Office Expenses $4,000. The Resolution was adopted by voice vote 4-0. Member Howard asked if furniture was purchased for the office and Manager Williams replied it had not.

**Resolution 2014-93 Authorizing Payment of Solid Waste Division Bills.**
(M) L. Schneider, (S) R. Howard to approve the resolution to pay bills in the amount of $1,342,921.70 by regular check, $49,325.20 by electronic payment and $6,317.50 by manual check. The resolution was adopted by voice vote 4-0.

**Resolution 2014-94 Authorizing Payment of Economic Development Division Bills.**
(M) L. Schneider, (S) R. Howard to approve the resolution to pay bills in the amount of $137.00 by regular check. The resolution was adopted by voice vote 4-0. Member Schneider asked the purpose of the payment to Executive Director Turner-Fox. Chairman Widdifield responded they were reimbursable expenses.
NURSING HOME DIVISION REPORT

No Report or Action Needed

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (Susan Bestwick) - Member Bestwick reported she and Executive Director Turner-Fox had met to discuss the budget and transition plans with the resignation of the Director's assistant. She further reported the NJDEP Escrow audit report is almost complete.

PERSONNEL COMMITTEE (Ron Howard) - Member Howard reported they are looking for a part-time laborer at the landfill. He further reported the administrative assistant at the Finlaw Building has resigned.

SOLID WASTE COMMITTEE (Peter Voros report presented by Melinda Williams) - Solid Waste Division Manager Melinda Williams reported TKT has completed the Leachate Tank #2 Project. She further reported Cell#9 has been completed and certification is on a fast-track by NJDEP. Chairman Widdifield asked if there was a meeting with NJDEP. Manager Williams responded they had a great meeting with a new contact from NJDEP. The meeting was a general meet and greet with new personnel from NJDEP.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider) - Member Schneider stated there was nothing to report for the Innovation and Technology 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 October 9, 2014 was not presented.

Copies of this report were distributed to all members prior to this meeting. Solicitor Chetney reported a letter has been received from SBA Communications Corporation in connection with renegotiating the lease of the cell tower. She stated there are three alternatives: Continue the lease; receive a lump sum payment and create an easement for the tower; receive a partial buy-out and sign a 99 year lease for the tower. Solicitor Chetney stated she needs time to review the alternatives to formulate an opinion for the Board. Chairman Widdifield remarked the decision is not for tonight. He then asked if there were any questions pertaining to the Executive Director's report. There were none.

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

Host Community Economic Benefit Proposal

Chairman Widdifield stated the Host Community Agreement is still in the process of being renegotiated and the Board has an issue with item #1 in the letter from Alloway Township. The Township is asking to be paid tonnage on materials brought in to expand the cells, recycle material, and materials to provide daily coverage. Chairman Widdifield further stated item #2 would need to be changed from increasing Host Community tonnage percentage by the same amount SCIA increases tipping fees. Chairman Widdifield’s suggestion is the Host Community would receive the average increase of SCIA tipping fees over the four year period. This percentage rate would then be in effect for the next four years.

Alloway Township Mayor Ed McKelvey stated if SCIA increased tipping fees two percent per year over four years they would have increased fees eight percent and Alloway would only receive the average increase. This would not be keeping pace and the Township needs increases each year.

Chairman Widdifield stated the proposal is off the counter.

Member Schneider asked Mayor McKelvey if Alloway Township is asking if SCIA increases tipping fees by two percent then Alloway Township wants a two percent increase.

Mayor McKelvey responded yes; it is in our backyard so we want the yearly increase and it should be considered a cost of doing business for SCIA.

Chairman Widdifield stated the proposal is off the table.

Member Schneider then asked Mayor McKelvey if item #1 would be acceptable without including recycle and cover materials.

Mayor McKelvey responded it would be ok but sticking to the percentage proposal in item #2.

Executive Director Contract

Chairman Widdifield stated the new contract language for the Executive Director position has been completed.

Member Schneider asked if this was the contract proposed last meeting.

Chairman Widdifield said that it was and asked for a motion to approve the agreement. (M) L. Schneider, (S) S. Bestwick to approve the agreement.

Member Howard asked if Executive Director Turner-Fox would accept more pay or hours to stay in the position. Did anyone speak to her about the contract since last meeting?

Chairman Widdifield and Member Bestwick stated they had not spoken to Executive Director Turner-Fox since the last meeting.

Chairman Widdifield stated the position has changed to part-time. When the Executive Director was hired there were 125 employees and now there is under 30 employees which warrant a part-time position.

Solicitor Chetney interjected that if this contract is approved today then the contract will be offered to Executive Director Turner-Fox and she can accept, reject or ask to renegotiate. It is not the final contract.
The motion passed to approve the Executive Director Contract by voice vote 3-1 with Member Howard opposing.

NEW BUSINESS

Member Howard asked Solid Waste Division Manager Melinda Williams if she wanted to rehire an intern as a laborer.

Manager Williams stated she would on a temporary basis lasting 11 weeks as she is short of employees due to promotion and illness.

Member Howard asked if it would be on a part-time basis.

Manager Williams responded it would be a full-time position.

Member Howard asked if he will be applying for a full-time position.

Manager Williams replied he would not be applying for a full-time position as he will be attending college next year.

Member Howard recommended he be hired.

(M) R. Howard, (S) L. Schneider to approve the hiring of former intern Garlic as a temporary, full time employee. The motion passed by voice vote 4-0.

Resolution 2014-95 To Authorize The Sale Of Various Surplus Equipment.

(M) R. Howard, (S) L. Schneider to adopt the resolution to sell various pieces of surplus equipment. The resolution was adopted by voice vote 4-0.

Resolution 2014-96 To Authorize Disposal of Surplus Property Via GOVDEALS.COM.

(M) L. Schneider, (S) R. Howard to adopt resolution to dispose of surplus equipment via govdeals.com.

The resolution was adopted by voice vote 4-0.

Resolution 2014-97 Authorizing Change Order #4 To The Contract To Construct Leachate Tank #2 – TKT Construction Co. Inc.

Solicitor Chetney stated the Two Thousand dollar change order was for the settlement amount.

(M) L. Schneider, (S) R. Howard to adopt the resolution authorizing the change order.

The resolution was adopted by voice vote 4-0.

Member Voros arrived at the meeting 5:13 PM.

Motion To Authorize The Release Of Bid For Stone And For An Excavator.

Member Bestwick asked why we are going to bid in this year.

Manager Williams stated SCIA receives a 15% discount if it purchases 3 pieces of equipment in a year. She further stated SCIA could save $30,000 to $35,000 on the purchase of the excavator alone. SCIA has already purchased 2 pieces of equipment under the discount and if the third piece is not purchased SCIA may have to repay the discounted amount.

(M) R. Howard, (S) S. Bestwick to approve the motion to release bids on stone and excavator. The motion passed by voice vote 5-0.
Correspondence

- Letter Dated September 30, 2014 to Steven Poniatowicz RE: Environmental Credit Corporation Settlement
- Letter Dated September 30, 2014 to Ms. Coleman RE: Retiree Health Benefit Payment
- Letter Dated September 29, 2014 to Mr. Edward Sirovetz RE: Request to Delay Issuance of Penalty Order to Comply
- Letter Dated September 26, 2014 to Julie Acton RE: Special meeting Budget Workshop September 22, 2014
- Letter Dated September 26, 2014 from Marianne Pankok RE: Letter of Resignation
- Letter Dated September 26, 2014 to Robert Widdifield from P. Ed McKelvey RE: Alloway Township Host Community Benefits
- Memo Dated September 26, 2014 to Deborah Turner Fox from Lodie Van Tonder RE: Transfer of Funds Request of $4000 from Marketing and Sales (#01-01-100-160) to Methane Gas Collection (#01-05-120-516)
- Letter Dated September 25, 2016 to Robert Widdifield from P. Ed McKelvey RE: Alloway Township Host Community Benefits
- Letter Dated September 24, 2014 to Mary M. Toogood RE: Settlement Agreement with EA ID # NEA140002
- Letter Dated September 22, 2014 from Jennifer Walton RE: Site ID: NJ41430-T
- Letter Dated September 18, 2014 to Mr. Thomas Neff RE: Salem County Improvement Authority Resolution to Create Operations Division
- Letter Dated September 17, 2014 to Julie Acton RE: Regular Meeting Minutes September 11, 2014
- Letter Dated September 16, 2014 to May Ed McKelvey RE: Host Community Benefits Agreement
- Letter Dated September 16, 2014 to David J. Puma, Esq. from Jean S. Chetney RE: James Smith
- Notice of Order to Comply Issued September 12, 2014
- Letter Dated September 4, 2014 from Mary M. Toogood RE: Settlement Agreement with EA ID # NEA140002
Other Informational Materials

- Northeastern Economic Developers Association’s Community Profile Award
- Big Brothers Big Sisters of Cumberland & Salem Counties Rise & Shine Breakfast

Chairman Widdifield asked if SCIA was given a two week extension for complying with the recommendations from the PEOSHA inspection. Manager Williams responded yes and the items will be completed on time.

Member Voros asked if the Host Community Proposal was settled with Alloway Township.

Chairman Widdifield said no then asked Mayor McKelvey if it could be.

Mayor McKelvey said it could be.

Chairman Widdifield stated offer something.

Mayor McKelvey responded a 4 year average on tipping fees is too little moving forward and it is the only sticking point in the proposal.

Chairman Widdifield asked if a certain amount was better.

Mayor McKelvey responded they would prefer a percentage amount.

Chairman Widdifield stated that if there were no increases in tipping fees then the Host Community would not receive any percentage increase.

Mayor McKelvey responded an increase based on the Consumer Price Index would be better; however, percentage is ok.

Chairman Widdifield asked if an increase of half of the SCIA tipping fee increases on Type 10 Municipal Waste over four years would be acceptable. For example, if the total increases in SCIA tipping fees over the four year period was eight percent then the Host Community would receive a four percent increase.

Mayor McKelvey stated it would start in 2018. He further stated he believes the fair approach would be to stay current each year until 2018. Get the same raise every four years so if eight percent increase over four years then Alloway Township gets the full eight percent increase in the fifth year.

Member Voros made a motion to have SCIA Solicitor Chetney write up a proposal for the Alloway Township Committee to review.

Member Schneider remarked he would have to think about the proposal.

Member Voros asked Member Schneider if he was not sure about the proposal.

Chairman Widdifield stated we need to work out the details and get back to Alloway Township.

Mayor McKelvey stated Alloway does not need the waived tipping fees for its municipal waste.

Member Voros asked if the offer to Executive Director Turner-Fox was discussed.

Chairman Widdifield stated it was discussed.

Member Voros asked if the amount of benefits was discussed.
Chairman Widdifield stated the contract was approved as it was set last meeting. It will be part-time at a salary of $50,000 per year with no health benefits and 5 personal days and 5 sick days per year.

Member Voros stated he was not in favor of only 5 personal days and 5 sick days per year as it is not enough.

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

Motion To Open Public Comment Session.
(M) R. Howard, (S) S. Bestwick to open the meeting to public comment. The motion passed by voice vote 5-0.

PUBLIC COMMENT

Alloway Township resident Anne Sullivan stated Verizon is discussing bringing broadband to Alloway Township and she would like to know if SCIA would be interested.

Member Schneider stated they had asked Verizon if they had fiber optics in Alloway and they responded no, only to find out they did have fiber optics going to the college building next door.

Anne Sullivan asked where she could send the Verizon Questionnaire.

Member Voros said to send it to the Executive Director.

Manager Williams stated SCIA is considered a small business and even with the voice over project will still retain two Verizon land lines for alarms.

Chairman Widdifield asked if there was any further public comment or business for the Board. Hearing none, Chairman Widdifield adjourned the meeting at 5:34 PM.

Respectfully Submitted:

Scott R. Kramme
Recording Secretary