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

Thursday, September 10, 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 August 13, 2015 – (M) R. Howard (S) S. Bestwick to approve minutes. Motion carried by voice vote 5-0.

SOLID WASTE DIVISION

Solid Waste Division report dated September 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 indicated she has revised the previous statistical reports to correct the actual expenditure cover material line item. She is now running separate reports for virgin and non-virgin cover material which will give more accurate data on what is being spent. Manager Williams indicated all landfill revenue is up from August of last year. There was a general discussion about the convenience center revenue and how it fluctuates seasonally and the possibility that small businesses may be using the center as residents. Manager Williams noted that rainfall has been down but Leachate is still up from this time last year. There are two accounts on the customer aging report that are on there for collection and only one customer on the over 120 day category. NJEIT has the Proforma calculations and cover letter. Manager Williams is now waiting for them to come back and ask questions. There is a large equipment repair needed for the D7 dozer undercarriage. The Division is up-to-date on all reporting. There was a general discussion regarding a new product code for stone and what the fee is for tires and how they are processed at the landfill.

Landfill Engineer’s Report dated August 28, 2015. Copies of this report were distributed to all Board members prior to this meeting. Manager Williams indicated the engineer was very helpful in assisting the Division with everything they needed to get ready for NJEIT. Bid specs
will be ready for when NJEIT comes back with questions. Member Bestwick suggested that someone call the engineer and convey the Board’s thanks for all their hard work.

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

Resolution 2015-050 authorizing payment of Solid Waste Division bills.  
(M) L. Schneider (S) S. Bestwick to adopt the resolution to pay bills in the amount of $188,241.47 by regular check, $85,996.17 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 5-0.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Member Bestwick indicated the committee continues to talk about financing for the next cell and to make SICA as solvent as possible. She believes they are moving in a positive direction. The Committee has also started to look at the budget.

Personnel Committee (Ron Howard) – Member Howard indicated they did lose one summer helper. Personnel handbook is finished.

Solid Waste Committee (Michael Brooks) – Manager Williams indicated she and Lodie van Tonder met with DCO who updated them on the progress of the repairs DCO is doing on the generator. Manager Williams has not received anything in writing about additional vertical wells from DCO that she requested. Received groundwater permit back. Lodie van Tonder has been reviewing and found some irregularities and the permit writer will amend the permit.

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.

SBA cell tower sale has been completed and payment received.

Policies and Procedures manual is complete and on agenda for final approval and adoption. Looking at printers for quotes to have it printed in final form.

Still working on the transition of the Gateway water tower.

Received positive grant response from the Pollution Control Financing Authority to purchase replacement compactor. SCIA has agreed to pay 5% of the overall purchase price when the compactor is ordered. Director Sparks and Lodie van Tonder will speak with the BOMAG
representative regarding price and negotiate from there and to see what the current BOMAG is worth on open market.

Director Sparks plans to meet with the Solid Waste Advisory Council to discuss flow control to get recommendations from them.

PSEG has agreed to bring their waste to the landfill and the facility is now receiving it.

DuPont/Chemours is still not interested in treating our Leachate at this time. Director Sparks is still working on this and is now talking with the New Ventures Manager to explore future business.

Refinancing issue for Stand Up for Salem is not a possibility anymore. Financing was at an all-time low based on the current bond market a few months back when the Executive Director brought it to the attention of the Stand Up for Salem organization.

There have been numerous visitors to the landfill over the past month. These visitors included members from the Pollution Control Financing Authority Board which gave them an opportunity to see what a BOMAG is and how it is essential to the landfill’s daily operation. DEP has been to the site twice. Director Sparks indicated that during each tour, the visitors always mention how friendly the employees are and how clean the facility is.

There were no OPRA requests for August.

There was a general discussion regarding the Avian flu epidemic coming from the mid-west, which initiated a tour at the landfill from the DEP in two weeks when they also tour a chicken farm nearby.

There was also a general discussion regarding the Pollution Control Financing Authority and where it gets its money.

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

UNFINISHED BUSINESS

SBA cell tower contract complete and payment received.

NEW BUSINESS

Resolution 2015-051 to transfer funds for repairs to CAT D7 bulldozer
There was a general discussion regarding the type of repairs needed to the bulldozer. (M) R. Howard (S) M. Brooks to transfer funds from the diesel fuel/gasoline account to the equipment maintenance account. The resolution was adopted by voice vote 5-0.

Resolution 2015-052 authorizing purchase over $10,000
(M) M. Brooks (S) R. Howard to authorize a contract for repairs on the CAT D7 bulldozer not to exceed $45,000. The resolution was adopted by voice vote 5-0.
Resolution 2015-053 to transfer funds for scale repairs
There was a general discussion regarding unanticipated repairs done to the scales and a voltage problem that is fluctuating the scales.
(M) M. Brooks (S) R. Howard to transfer funds from the special projects account to the scale maintenance account. The resolution was adopted by voice vote 5-0.

Resolution 2015-054 to amend previously approved resolution
(M) L. Schneider (S) S. Bestwick to amend resolution 2015-035 to correct an error. The resolution was adopted by voice vote 5-0.

Motion to add new product/waste code for stone
(M) S. Bestwick (S) L. Schneider to add a new product/waste code of S4 for beneficial stone with a charge of $4.00.
The motion was approved by voice vote 5-0.

Motion to clear entry from bookkeeper’s general ledger
There was a general discussion regarding the amounts in question.
(M) L. Schneider (S) S. Bestwick to clear $2,448.67 from bookkeeper’s general ledger.
The motion was approved by voice vote 5-0.

Motion to approve new policy/procedure manual
(M) R. Howard (S) S. Bestwick to approve new policies and procedures manual
The motion was approved by voice vote 5-0

CORRESPONDENCE

From Casie Garton, Human Resources regarding SCIA retiree health benefit payment
From Jean Chetney, Esquire to closing agent for SBA cell tower forwarding signed documents

PUBLIC COMMENT

Alloway Township resident Anne Sullivan inquired about an item on the check register for pens. Manager Williams indicated the money used to buy the pens was from a grant and the pens were handed out during the Salem County Fair. Ms. Sullivan asked about the DCO generator and who was paying for the repairs. Chairman Widdifield indicated the generator belonged to the DCO and would be covering the fees to repair the generator.

Chairman Widdifield asked if there was any other business for the Authority. Hearing none, Chairman Widdifield adjourned the meeting at 5:17 pm.

Respectfully submitted,

Diane B. Plymale
Recording Secretary

SCIA/Sept 2015 minutes