Chairman Robert Widdifield called the meeting to order at 4:30 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 of this meeting will be posted on SCIANJ.COM.” Video recording of the SCIA meetings will no longer be taken.

Pledge of Allegiance was recited by all present.

ROLL CALL
Bestwick, Susan    Present
Howard, Ronald     Present
Schneider, Lewis   Present
Voros, Peter       Present
Widdifield, Robert Present

MINUTES

Regular Meeting of December 11, 2014 – (M) S. Bestwick, (S) L. Schneider to approve minutes. Motion carried by voice vote 5-0.

SOLID WASTE DIVISION

Solid Waste Division report dated January 5, 2015, 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 directed the Board members to new statistical sheet and stated the charts would be discontinued next week. Manager Williams stated the Landfill tonnage is up this month compared to last year by $53,458.61, Convenience Center up by $2,132.82 and the Leachate is up by 613,652 gallons.

Member Schneider stated he saw an ad in the newspaper for people to take their trash to the Landfill. He asked how the ad was paid for.

Manager Williams responded the ad is to educate the residents of the Convenience Center hours and it is paid for by the Clean Communities Grant. She further stated she is required to provide a certain level of educational programs under the terms of the grant.
Landfill Engineers Status Report dated January 6, 2015. Copies of this report were distributed to all Board members prior to this meeting. Chairman Widdifield asked if there were any questions pertaining to the engineers report. There were no questions. Chairman Widdifield, without objection, ordered the Solid Waste Division Report and the Engineers Report be received and filed.

Resolution 2015-1 Authorizing Payment of Solid Waste Division Bills.

(M) P. Voros, (S) R. Howard to adopt the resolution to pay bills in the amount of $308,227.79 by regular check, $48,454.69 by electronic payment and $22,363.96 by manual check. The resolution was adopted by voice vote 5-0.

OPERATIONS DIVISION REPORT

No Report or Action

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (Susan Bestwick) - Member Bestwick stated the escrow audit is still progressing. She further reported all SCIA functions are operating in Alloway now rather than the Finlaw Building. She stated the RFP’s will still be opened at the Finlaw Building January 22, 2015 at 1:00 PM.

PERSONNEL COMMITTEE (Ron Howard) - Member Howard inquired about the layoff of the temporary laborer.

Manager Williams responded the way it has always been done is to layoff the temporary worker after their 11 week employment and then rehire for another 11 week period.

Member Howard stated it really is not a layoff.

Manager Williams replied it has always been called a layoff.

Member Bestwick stated it needs to be looked into so we can determine if we need to layoff and rehire the person or just keep them working.

SOLID WASTE COMMITTEE (Peter Voros) – Member Voros stated there was nothing to report.

INNOVATION AND TECHNOLOGY COMMITTEE (Lew Schneider) - Member Schneider stated he understands there will be some changes in the new telephone upgrade and possible insurance issues.

Executive Director Sparks stated SCIA is insured for the telephone equipment.

Chairman Widdifield stated there are no new telephones being ordered right now.

Executive Director Sparks stated SCIA is going back to square one with the voice over project as it seems the College has a different perspective of how the program was to run and the associated costs. Currently negotiations are under way on a new agreement with more savings for SCIA.

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 January 8, 2015 was presented by Executive Director David Sparks.
Copies of this report were distributed to all members prior to this meeting. Director Sparks reported the 2014 Annual Survey of Local Governmental Financial Census was completed and submitted on time. He further reported all RFP’s have been sent out and several have been received by SCIA.
Director Sparks reported Alloway Township Committee has signed the Host Community Benefit contract.
Director Sparks reported two OPRA requests were received and responded to in a timely fashion.
Director Sparks stated the payment to vendors has been slow at SCIA and they are in the process of trying to speed up the payment system.

Executive Director Sparks reported Salem Community College has asked to place a 60 foot storage container on the Glass Technology Building’s parking lot.
Member Howard asked how much it would cost.
Director Sparks responded the college would pay the costs.
Chairman Widdifield stated the college had to ask SCIA because SCIA bonded the property.
Member Voros suggested the local fire companies be notified to ensure the container would not impede their access in case of fire.
Member Schneider asked if that size container was allowed in the township.
Alloway Township Mayor McKelvey responded he could not speak for the zoning board but he has seen those types of containers in the township.

Executive Director Sparks stated the SCIA Office relocation letters are being sent out today.
Member Voros asked if SCIA was vacating the Finlaw Building.
Chairman Widdifield responded it has been vacated.
Member Voros asked if SCIA was still paying rent for the building.
Chairman Widdifield responded rent was still being paid.
Member Voros asked if SCIA intended to rent out the building.
Chairman Widdifield stated options are being explored.
Member Voros asked why there was only three letters listed in the Correspondence section.
Chairman Widdifield responded some of the letters received are not necessary for the Board.
Member Howard asked if mail was being forwarded from the Finlaw Building.
Manager Williams responded it was being forwarded.

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

Resolution 2015-2 Authorizing The Execution Of A Revised Host Benefit Agreement.
(M) P. Voros, (S) R. Howard to adopt the resolution to execute a revised Host Community Benefit agreement. The resolution was adopted by voice vote 5-0.

NEW BUSINESS

Motion To Layoff And Rehire Seasonal Laborer.
(M) L. Schneider, (S) S. Bestwick to approve the motion to layoff and rehire the seasonal laborer. Motion was approved by voice vote 5-0.

Motion To Layoff The Temporary Administrative Assistant
(M) S. Bestwick, (S) L. Schneider to approve the motion to layoff the temporary administrative assistant. The motion was approved by voice vote 5-0.

Member Howard remarked that all Board members should be involved in any future layoffs.

Motion To Transfer $47,000.00 From Special Studies To Leachate Hauling.
(M) S. Bestwick, (S) L. Schneider to approve the motion to transfer funds to Leachate Hauling. The motion was approved by voice vote 5-0.

Motion To Purchase Backup Device For Solid Waste Division Server Not To Exceed $5,000.00.
(M) L. Schneider, (S) S. Bestwick, to approve the motion to purchase a backup device for the SWD server not to exceed $5,000.00. The motion was approved by voice vote 5-0.

Correspondence

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

PUBLIC COMMENT

Alloway Township resident Anne Sullivan asked what the difference was between the cover materials listed in the SWD monthly report. Manager Williams responded it is the same material but used differently. The intermediate cover is the cover material used between layers of trash. The daily cover is the cover material used to cover the trash at the end of the day.
Anne Sullivan asked if the contract to sell an easement to SBA for the land surrounding the cell tower had expired. Chairman Widdifield responded it would be discussed in Executive Session. Solicitor Chetney stated the proposed contract had not expired. Anne Sullivan asked when it does expire. Solicitor Chetney responded it expires 40 days from December 3, 2014.

Chairman Widdifield asked if there was any further public comment or business for the Board. Hearing none, Chairman Widdifield closed the public session of the meeting at 5:06 PM and stated there may be action taken in public session after the executive session.

Resolution 2015-3 Authorizing Executive Session. (M) S. Bestwick, (S) L. Schneider to adopt the resolution to go into executive session. The resolution was adopted by voice vote 5-0.

Chairman Widdifield reopened the public portion of the meeting at 5:47 PM.

Motion To Have Solicitor Chetney Request An Extension Of Time From SBA To Review And Modify The Proposed Easement Agreement. (M) S. Bestwick, (S) R. Howard, to approve the motion to ask for an extension of time from SBA. The motion was approved by voice vote 5-0.

Chairman Widdifield asked if there was any further public comment or business for the Board. Hearing none, Chairman Widdifield adjourned the meeting at 5:49 PM.

Respectfully Submitted:

Scott R. Kramme
Recording Secretary