REGULAR MEETING
OF THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, June 11, 2015 @ 4:30 pm

Chairman Widdifield called the meeting to order at 4:35 pm and read the Open Public Meetings Act statement.

Pledge of Allegiance was recited by all present

ROLL CALL
Schneider, Lewis Absent
Bestwick, Susan Present
Widdifield, Robert Present
Brooks, Michael Absent
Howard, Ronald Present

MINUTES

Regular meeting of May 14, 2015 – (M) R. Howard (S) S. Bestwick to approve minutes. Motion carried by voice vote 3-0.

SOLID WASTE DIVISION

Solid Waste Division report dated June 8, 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 the landfill revenue is up a little from May of last year and the convenience center is down just a little. Leachate is down compared to last year at this time. Cover revenue is up from last year this time. There are three customers on the Outstanding Customer list. Manager Williams indicated the haul truck was in the shop for emergency repairs and the rental has brake issues so they are not using it until it is repaired. She spoke with the engineer about redesigning Cell 10 so they do not have to move the office building. Solid Waste Facility permit renewal has been submitted. Manager Williams indicated overtime was up due to work on cover material that the inspector was not happy with. They are trying to get it covered to avoid a violation and/or fine. They will be starting 10 hour days including Saturdays for this project to get it covered and clayed. Lodie is getting more cover. They are having a household hazardous waste drop-off in Pennsville on June 20.

Member Howard asked about repairs under the rain tarp. Manager Williams indicated they were looking at a cross connection of piping. There is some influence on methane gas lines under the tarp. Lodie indicated three have been repaired and the other three need equipment to dig the lines up.
Landfill Engineer’s Report dated June 3, 2015. Copies of this report were distributed to all Board members prior to this meeting. The engineer is working on several things. He is working on finalizing Cell 11 plans and the Title V renewal application. He has finished the Closure/Post Closure Plan. He is also working online with NJEIT project description.

Chairman Widdifield asked about the voltage regulation. Manager Williams indicated they were watching this as it was weather fluctuation related due to supply and demand.

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

Resolution 2015-043 authorizing payment of Solid Waste Division bills. (M) R. Howard (S) S. Bestwick to adopt the resolution to pay bills in the amount of $220,771.50 by regular check, $47,029.84 by electronic payment and $0 by manual check. The resolution was adopted by voice vote 3-0.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Member Bestwick indicated their meetings are dominated by looking for funding for cell expansion from now until the life of the landfill. She indicated it was a large puzzle they are trying to put together with the help of the Freeholders, DEP and the New Jersey Environmental Infrastructure Trust.

Personnel Committee (Ron Howard) – Member Howard indicated they let a laborer go on May 29, 2015 due to lack of progress. He indicated they would not replace this individual and would use the part-time summer help. Hopefully they can fill the position in the fall. The committee discussed a wage increase for the part time scale operator.

Solid Waste Committee (Michael Brooks) – Manager Williams indicated the committee talked about the financing they need. They discussed their energy partner DCO regarding the stack test. DCO cannot get the generator to run at full load and believe SCIA is not supplying them with enough gas. Lodie sent them an extensive email with specific questions which were not responded to.

Finance Committee (Lew Schneider) – Chairman Widdifield indicated the committee would be meeting soon to discuss the audit.

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. Most issues were covered under the Standing Committee reports.

Director Sparks met with a representative of PSEG to talk about waste flow. He indicated that it would be looked into internally and get back to him. Director Sparks indicated that PSEG brings their river grass here and we would like everything else they can bring to SCIA.

SBA cell tower contract is still within the 75 day waiting period.
Met with Triad Associated to discuss potential funding and grants available to SCIA.

Director Sparks indicated the Solid Waste Advisory Council only meets as needed. He is going to try and set up a meeting with SWAC and promote that they meet on a routine basis and give them an update on the operation and how SCIA is doing and ask for their opinion on certain things.

There were no OPRA requests for May.

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

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Resolution 2015-044** Clean Communities Grant Program  
(M) S. Bestwick (S) R. Howard to amend 2015 Solid Waste Division budget for the Clean Communities Grant Program

<table>
<thead>
<tr>
<th></th>
<th>Moved</th>
<th>2nd</th>
<th>Yes</th>
<th>No</th>
<th>Absent</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Widdifield</td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bestwick</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schneider</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brooks</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Howard</td>
<td></td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The resolution was adopted by roll call vote 3-0.

**Resolution 2015-045** approving change to Solid Waste Management Plan  
(M) R. Howard (S) S. Bestwick approving administrative change to the Salem County Solid Waste Management Plan. The resolution was adopted by voice vote 3-0.

**Motion** acknowledging emergency purchase and authorizing repair to Volvo AD25 articulated dump truck.  
(M) R. Howard (S) S. Bestwick acknowledging emergency purchase and authorization to repair the Volvo AD25 articulated dump truck in an amount over $10,000 and not to exceed $50,000. The motion was approved by voice vote 3-0.

**CORRESPONDENCE**

From Casie Garton, Human Resources regarding SCIA retiree health benefit payment

From Director Sparks to City of Salem regarding SCIA’s decision not to use the Salem City Waste Treatment Facility for treatment of leachate.
From Melinda Williams, Solid Waste Division Manager requesting wage increase for part-time scalemaster at one year anniversary date.

**Motion** wage increase for part-time scalemaster
(M) R. Howard (S) S. Bestwick to increase part-time scalemaster wage by $1.00 per hour. The motion was approved by voice vote 3-0.

**PUBLIC COMMENT**

No members of the public were present.

Chairman Widdifield asked if there was any other business for the Authority. Member Howard inquired about the employee manual. Solicitor Chetney indicated she has reviewed the manual and has made some suggested revisions and has forwarded her revised copy to the Executive Committee, Manager Williams and Director Sparks. She indicated she would like to spend some more time on it but wanted to get her suggestions out for review.

Chairman Widdifield adjourned the meeting at 5:00 pm.

Respectfully submitted,

Diane B. Plymale
Recording Secretary

SCIA/June 2015 minutes