SALEM COUNTY IMPROVEMENT AUTHORITY

Regular Meeting
Monday, May 20, 2013
Finlaw Building, Lower Level
199 East Broadway
Salem, New Jersey

Meeting was called to order by Chairman John Ober at 5:00 pm.

Pledge of Allegiance was recited by all present.

Chairman John Ober 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 (formerly Today’s Sunbeam) and the Elmer Times, newspapers circulated in Salem County, and by posting notice in the Salem County Clerk’s Office. Copies of the Board minutes and by a video of this meeting are posted on SCIANJ.COM.

Roll Call:
Howard, Ron Present
Ober, John Present
Schneider, Lew Present
Voros, Pete Present
Widdifield, Bob Present

MINUTES
(M) R. Howard (S) P. Voros to approve the minutes from the Regular Meeting of April 22, 2013
All approved, motion passed. 5/0

SOLID WASTE DIVISION
• Solid Waste Division dated May 8, 2013 was presented by Melinda William, Division Manager. Copies of this report along with the statistical landfill report and charts were distributed to all Board members prior to this meeting. R. Widdifield inquired about the process for collections on aging receivables. L. Schneider inquired as to what type of information SCIA obtains on their customers and if it is updated routinely. M. Williams explained the collection process and account information maintained on file. J. Ober commented that the amount of receivables due to SCIA is at an all time low and is very well managed considering the economy.
Chairman Ober without objection ordered the Solid Waste Division Report be received and filed. Hearing no objections, so ordered.
- Landfill Engineers Status Report dated May 14, 2013 was presented by Dave Munion, Senior Consultant of T & M Associates. Copies of this report were distributed to all Board members prior to this meeting. Chairman Ober without objection ordered the Solid Waste Division Report be received and filed. Hearing no objections, so ordered.

- Resolution 13-30 Authorizing Payment of Bills for the Solid Waste Division.
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. All in favor, motion to approve passed. 5/0

ECONOMIC DEVELOPMENT DIVISION

- Economic Development Report dated May 20, 2013 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. R. Widdifield asked if there were monthly meetings on the regional transportation project. J. Smith reported that the last meeting occurred with DRBA on this matter. Chairman Ober without objection ordered the Economic Development Report be received and filed. Hearing no objections, so ordered.

- Resolution 13-31 Authorizing Payment of Bills for the Economic Development Division.
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. All in favor, motion to approve passed. 5/0

NURSING HOME

- Resolution 13-32 Authorizing Payment of Bills for the Nursing Home Division.
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. All in favor, motion to approve passed. 5/0

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (John Ober) – Spoke briefly on some interest that has been shown in the Gateway Industrial Park. Chairman Ober without objection ordered that all Committee Reports be received and filed. Hearing no objections, so ordered.

PERSONNEL COMMITTEE (Ron Howard) – Reported on an announced Retirement at the Landfill and will be reviewing the job description for this position. J. Ober asked R. Widdifield to collaborate with Ron on reviewing the position description prior to the job being posted. R. Howard also reported that the summer interns have started working. The Policies and Procedures are still being reviewed and are near completion.

ECONOMIC DEVELOPMENT COMMITTEE- No Report
SOLID WASTE COMMITTEE (Pete Voros) Reviewed the Leachate Project with the City of Salem and noted that a meeting is scheduled for later this week discuss the next steps. Also P. Voros briefly spoke about the May 2 committee meeting and their recommendation to authorize the purchase of 2 pickup trucks, a new loader and a new lawn mower as approved in the capital equipment replacement plan.

INNOVATION & TECHNOLOGY (Lew Schneider) Spoke briefly on the network connection with Salem Community College. Executive Director Turner-Fox stated that Purchase Orders have been issued and orders placed for the equipment.

Chairman Ober without objection ordered that all Committee Reports be received and filed. Hearing no objections, so ordered.

EXECUTIVE DIRECTOR’S REPORT

- Executive Director’s Report dated May 20, 2013 was present by Executive Director Deborah Turner Fox.
  Copies of this report were distributed to all members prior to this meeting. She discussed the progress of the Medicaid Audit for 2006 and 2010 for the Nursing Home and reported that the financial Audit for 2012 has been completed and is waiting for the exit conference.
  Chairman Ober without objection ordered the Executive Director’s Report be received and filed. Hearing no objections, so ordered.

OLD BUSINESS

- Resolution 11-151 Authorizing Charge Offs for NHD (Private Pay Residents)
  Tabled from November 28th, 2011 meeting. No action taken at this meeting, Resolution remains tabled.

NEW BUSINESS

  (M) P. Voros, (S) R. Howard to approve resolution, all approved, resolution adopted 5/0.

- Resolution 13-34 Accepting DELCORA Permit Limits May 1, 2013 – April 30, 2017
  (M) P. Voros. (S) Howard to approve resolution all approved resolution adopted. 5/0

- Resolution 13-35 Authorizing a Shared Services Agreement between the Salem County Improvement Authority and Salem Community College for Information Technology Network Support.
  L Schneider inquired about the monthly cost. D. Turner-Fox reported that it was far less than the cost the County of Salem charged SCIA.
  (M) P. Voros, (S) R. Howard to approve resolution, all approved, resolution adopted 5/0.

  (M) P. Voros, (S) R. Howard to Authorize the purchase of two Ford F-150 4 Wheel Drive Pick Up Trucks.
  All approved, motion passed. 5/0
(M) P. Voros, (S) R. Howard Authorizing the purchase of one Model #3666D Dixie Chopper Diesel Fuel – 66 inch cut – 36 horsepower lawnmower.
All in favor, motion passed. 5/0

(M) P. Voros, (S) R. Howard Authorizing the bid be released for the purchase of one 2-13 John Deere 82K 4 Wheel Loader or equivalent.
All in favor, motion passed. 5/0

(M) P. Voros, (S) R. Howard Authorizing the Search for Landfill Supervisor.
All in favor, motion passed. 5/0

CORRESPONDENCE

External Correspondence

- Letter Dated May 14, 2013 to Ms. Gilda Gill RE: New Jersey Department of Environmental Protection-Permit Block 5 Lot 15, Alloway Township NJ.
- Letter Dated May 2, 2013 to Salem County Superior Court from Adam Telsey RE: Salem County Improvement Authority v. Five County Carting, Inc., et al Summon and complaint.
- Letter Dated April 26, 2013 to Jeffrey Ridgeway, Facilities Manager RE: Biennial Certification (Gateway Business Park) Block 29, Lot 6.5 Oldman’s Township.
- Letter Dated April 26, 2013 to Julie Acton, Freeholder Director RE: SCIA Meeting Minutes April 22, 2013.
- Letter Dated April 25, 2013 to New Jersey Analytical Labs RE: Award of contract to ALS Environmental.
- Letter Dated April 25, 2013 to QC Labs RE:Award of contract to ALS Environmental
- Letter Dated April 19, 2013 from T & M Associates RE: Biennial Certification, Deed Notice for Block 29, Lot 6.05 in Oldmans’ Township.

Executive Director Correspondence

- Memo Dated April 13, 2013 to Cassie Garton RE: Wage Increase
- Memo Dated April 13, 2013 to Michele Gamber RE: Wage Increase
Other Informational Materials

- Public Notice of Salem County Solid Waste Advisory Committee meeting May 30, 2013

Chairman Ober without objection ordered that Correspondence be received and filed. Hearing no objections, so ordered.

PUBLIC COMMENT

(M) P. Voros, (S) R. Howard to open this portion of the SCIA Meeting to the public. All in favor, motion passed. 5/0

Anne Sullivan, Alloway Township, welcomed Mr. Widdifield to SCIA.
Ms. Sullivan inquired about Check # 3116 Bowman & Company ($30,748.60). Executive Director Turner-Fox explained that this was a payment for annual Finical Audit services and that this payment was for the completion of the onsite work.
Ms. Sullivan then inquired about Old Business Resolution 11-151 Charge Offs’.
She was told that No Action was taken because the Charge offs are still being reviewed. Resolution remains tabled.
Ms. Sullivan then inquired about the two Ford Trucks that are going to be purchased; she inquired whether SCIA would buy an extended warranty for these vehicles.
Executive Director Turner-Fox reported that these trucks are being purchased through the State Contracts therefore they only come with the standard manufacturer’s warranty.

(M) P. Voros, (S) R. Howard to close this portion of the SCIA Meeting to the public. All in favor, motion passed. 5/0

(M) Schneider, (S) R. Howard to adjourn meeting. All in favor, motion passed. 5/0
Meeting adjourned at 6:09 m.

Respectfully Submitted;

[Signature]
Joan M. Cole
Recording Secretary