SALEM COUNTY IMPROVEMENT AUTHORITY

Regular Meeting
Monday, July 22, 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 inSCIANJ.COM.

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

MINUTES
(M) R. Howard (S) P. Voros to approve the minutes from the Regular Meeting of June 24, 2013 and the Executive Session on June 24, 2013.
All approved, motion passed. 4/0

SOLID WASTE DIVISION
• Solid Waste Division dated July 11, 2013 presented by Melinda William, Division Manager. Copies of this report along with statistical landfill 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.

• Landfill Engineers Status Report dated July 11, 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 13-48 Authorizing Transfer of Funds in Solid Waste Division Budget
(M) P. Voros, (S) R. Howard to approve resolution for transferring of funds. All in favor, motion to approve passed. 4/0
• Resolution 13-49 Authorizing Payment of Bills for Solid Waste Division
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. All in favor, motion to approve passed. 4/0

ECONOMIC DEVELOPMENT DIVISION
• Economic Development Report dated July 22, 2013 was presented by Jim Smith, Division Manager. Copies of this report were distributed to all Board members prior to meeting. Jim gave an update on the Strategic Plan Focus Group Meetings. Chairman Ober without objection ordered the Economic Development Report be received and filed. Hearing no objections, so ordered.

• Resolution 13-50 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. 4/0

NURSING HOME
• Resolution 13-51 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. 4/0

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE (John Ober) – Briefly discussed the Audit. Member Widdifield requested that the Auditor be available at the next meeting for questions. After a brief discussion Chairman Ober entertained a request for a motion for the Auditor to be present at the August Meeting, no member made the motion, therefore Auditor will not be at meeting. Discussion on the discussion points mentioned in the Audit. These points were reviewed by the Executive Director

PERSONNEL COMMITTEE (Ron Howard) – Chairman Ober reported that the job description for Landfill Supervisor position is being prepared. Executive Director reviewed the new mandatory Retirement Fund established by the State of NJ for part-time employees.

ECONOMIC DEVELOPMENT COMMITTEE- Strategic Plan meetings were discussed.

SOLID WASTE COMMITTEE (Pete Voros) briefly reviewed monthly progress, leachate Tank# 2 Bid release-due August 15, 2013 and Operations and Maintenance Manual are being updated.

INNOVATION & TECHNOLOGY (Lew Schneider) Executive Director Turner-Fox briefly discussed the new equipment and that the network construction is nearing completion.

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 July 22, 2013 was present by Executive Director Deborah Turner Fox.
  Copies of this report were distributed to all members prior to this meeting.
  Brief discussion on preparing for the 2014 Budget and the Improvement Authority Association.
  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. No action taken.

NEW BUSINESS

- Resolution 13-52 Correcting Resolution Numbers
  (M) P. Voros, (S) R. Howard to adopt resolution. Resolution adopted 4/0
  Roll Call Vote:
  John Ober  Aye
  Ron Howard  Aye
  Peter Voros  Aye
  Lew Schneider  Absent
  Bob Widdifield  Aye

- Resolution 13-53 Confirming the Findings of the New Jersey Local Finance Board
  (M) P. Voros. (S) R. Howard to adopt resolution all approved resolution adopted. 4/0

- Resolution 13-54 Accepting and Acknowledging Audit Report (CY 2012)
  (M) P. Voros, (S) R. Howard to adopt resolution, all approved resolution adopted 4/0.
  Roll Call Vote:
  John Ober  Aye
  Ron Howard  Aye
  Peter Voros  Aye
  Lew Schneider  Absent
  Bob Widdifield  Aye

- Resolution 13-55 Dissolving Change Fund.
  (M) P. Voros, (S) R. Howard to adopt resolution, all approved resolution adopted 4/0.

- Resolution 13-56 to Cancel/Void Checks
  (M) P. Voros, (S) R. Howard to adopt resolution, all approved resolution adopted 4/0.

CORRESPONDENCE

External Correspondence

- Letter Dated July 2, 2013 to Deborah Baionno RE: Updated Resolution and Signature Cards.
- Letter Dated July 2, 2013 to Dianne Durland RE: Updated Signature Cards
• Letter Dated June 28, 2013 to Salem County Board of Chosen Freeholders RE: SCIA Resolution #2013-45 Opposition to Senate Bill 2528/Assembly Bill 3879.
• Letter Dated June 24, 2013 to David C. Rollison RE: Certifying the approval of the financial statements, notes to the financial statements and all journal entries proposed by auditor for year ending December 31, 2012.
• Letter Dated June 24, 2013 to David C. Rollison RE: Acknowledging representations made during audit.

Executive Director Correspondence
• Memo Dated July 8 to Melinda Williams RE: Penn Jersey Exceptions on Loader Bid.
• Memo Dated June 20, 2013 to Melinda Williams RE: Cash Drawer # 3 Reassigned to Robert Norton.
• Memo Dated July 5, 2013 from Melinda Williams RE: Auditor’s Recommendation-Dissolve Change Fund Box

Other Informational Materials
• Township of Alloway – Resolution 13-66 Opposition to S2528/A3879

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

Member Ron Howard inquired about the status of any increase in salary for the Executive Director. Chairman Ober will establish a Sub-Committee to review issue.

PUBLIC COMMENT

(M) P. Voros, (S) R. Howard to open this portion of the SCIA Meeting to the public. All in favor, motion passed. 4/0

Anne Sullivan, Alloway Township, asked what the Solid Waste Division bills amounted to; Executive Director gave Ms. Sullivan the figures; $309,279.63-regular payment; $112,174.84 electronic payment and $1,028.99 – approved manual check.
Ms. Sullivan then inquired about the $2000.00 as a search fee. Chairman Ober explained that this was for advertising for Landfill Supervisor and any other specific jobs openings for SCIA. There was a discussion on any monies being received by SCIA through Medicare Audits, etc. and if any of these monies would be forwarded to Salem County. The subject matter was somewhat confusing, Ms. Sullivan was referring to the outstanding Private payers’ debts that have not been paid for a number of years. Executive Director stated that this issue should be resolved by the next meeting.
Ms. Sullivan asked if the SCIA owes the County of Salem any monies for website because there is no Shared Service Agreement signed.
Tim Mangold, Mannington, inquired if Re-Organization was August 26, 2013 as stated on the Agenda. Executive Director stated No this is an error and will be corrected.

(M) P. Voros, (S) R. Howard to close this portion of the SCIA Meeting to the public. All in favor, motion passed. 4/0

(M) R. Howard (S) P. Voros to adjourn meeting. All in favor, motion passed. 4/0
Meeting adjourned at 6:38 p.m.

Respectfully Submitted;

[Signature]
John M. Cole
Recording Secretary