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 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, Peter  Present
Widdifield, Bob  Present

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

PRESENTATION
Bonnie Rick, Hardenbergh Insurance, Broker of Record and Risk Management presented a brief summary concerning the Insurance Renewal for 2014. She briefly explained the marketing procedures and reviewed the comparison of the insurance coverage policies, limits, markets, term changes, and costs. She also noted that TRICO and Garden State JIF (joint insurance fund) were not interested in quoting due to the active landfill. D. Turner-Fox also pointed out that there was a possibility of SCIA receiving a supplemental assessment after a given year’s claims closed. She suggested that SCIA consider creating an insurance reserve account to set aside some of the savings in this insurance line item to use in the event of a supplemental assessment in any year when the SCIA is a member. B. Rick clarified that the Statewide JIF did provide supplemental assessments to their members in 2004 and 2005, but has not had one since then. She also pointed out that any future supplemental assessment will be pro-rated based on the percentage SCIA is of the whole pool and would usually occur from the Worker’s Compensation line item, if at all. L. Schneider commented that joining the Salem County Insurance Commission seemed a bit risky given the relative newness of that organization. He also noted that this was a three (3) year commitment and commented that JIF’s typically require considerable administrative requirements. B. Rick commented that the requirements for the Statewide JIF were considerable different than that for the TRICO JIF regarding fund commissioner activities, meeting attendance, reporting, etc., but that Statewide JIF staff support was still very professional and supportive of the client’s needs. R. Widdifield stated that he had been under the impression that SCIA was not part of a JIF. D. Turner-Fox explained that when SCIA had the nursing home division, none of the JIF’s were interested in extending coverage to SCIA. However now that SCIA has sold that division and has demonstrated a significant
improvement in claims experience, Statewide JIF expressed an interest. R. Widdifield inquired if this had been brought before a sub-committee first. J. Ober commented that like the budget, insurance is brought before a committee of the whole.

- **Resolution 2013-58 Authorizing SCIA to Join the Statewide Joint Insurance Fund.**

(M) P. Voros (S) R. Howard to approve resolution. **Resolution adopted 5/0**

*Roll Call Vote:*

- John Ober: Yes
- R. Howard: Yes
- P. Voros: Yes
- R. Widdifield: Yes
- L. Schneider: Yes

- **Resolution 2013-59 Appointing Fund Commissioner for Statewide Insurance Fund**

(M) P. Voros (S) R. Howard to approve resolution. Freeholder liaison inquired if the fund commissioner appointment ran with the calendar year or with re-organization. D. Turner-Fox stated that the fund commissioner would probably be appointed at re-organization and she would check into this. **Resolution adopted 5/0**

*Roll Call Vote:*

- John Ober: Yes
- R. Howard: Yes
- P. Voros: Yes
- R. Widdifield: Yes
- L. Schneider: Yes

- **Resolution 2013-60 Appointing Risk Management Consultant**

(M) P. Voros (S) R. Howard to approve resolution. B. Rick thanked the SCIA Board for their action and clarified that the resolutions adopted this evening engage Statewide JIF from September 4, 2013 until December 31, 2013. All resolutions, including the RMC have to be redone annually before January 1 due to the fact that the Statewide JIF runs on a calendar year basis. All approved. **Resolution adopted 5/0**

**SOLID WASTE DIVISION**

- **Solid Waste Division report dated August 18, 2013** was presented by Melinda Williams, Division Manager. Copies of this report along with statistical landfill report were distributed to all Board members prior to this meeting. The board discussed the topics of flow control, landfilled tonnage, collection of aging accounts and leachate treatment and disposal costs.

Chairman Ober without objection ordered the Solid Waste Division Report be received and filed. Hearing no objections, so ordered.

- **Landfill Engineers Status Report dated August 15, 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 2013-61 Authorizing Transfer of Funds in the 2013 Solid Waste Division Budget
  (M) P. Voros, (S) R. Howard to approve resolution for transferring of funds. B. Widdifield asked if there was a change in the Safety program. D. Turner-Fox explained that the transfer was needed to cover the expenses for a new AED and cyclic personal protective equipment programs like safety eyewear and safety shoes which are not budgeted for every year. **All in favor, motion to approve passed. 5/0**

• Resolution 2013-62 Authorizing Payment of Bills for Solid Waste Division
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. L. Schneider inquired as to the charge for Cereza Studios. D. Turner-Fox stated that it was for the website hosting and management. **All in favor, motion to approve passed. 5/0**

**ECONOMIC DEVELOPMENT DIVISION**

• Economic Development Report dated August 26, 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. R. Widdifield asked if there was a change to the memberships and sponsorships. J. Smith indicated that there was a resolution on the agenda for this meeting. J. Ober stated that given the time of the year, the SCIA Board should expect to see some requests for funding transfers to occur between line items in the budget. He reminded the Board that internal SCIA policy required the Board to approve line item transfers for internal controls, but that it is not required by the state of independent authorities like it is for municipalities and counties. **Chairman Ober without objection ordered the Economic Development Report be received and filed. Hearing no objections, so ordered.**

• Resolution 2013-63 Authorizing Transfer of Funds in the 2013 Economic Development Division Budget.
  (M) P. Voros, (S) R. Howard to approve resolution for payment of bills. **All in favor, motion to approve passed. 5/0**

• Resolution 13-64 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 DIVISION**

• Resolution 13-65 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—Chairman Ober briefly discussed Alloway Host Community Benefits and two proposals for a convenience center that are on the table. He also scheduled a 2014 Budget Workshop Meeting for September 10, 2013. R. Widdifield asked if he could get a written report for this committee. J. Ober commented that subcommittees do not provide written reports; the reports are presented verbally at each SCIA monthly meeting.
• **PERSONNEL COMMITTEE** – Ron Howard reported that this committee met on August 16th with R. Widdifield in attendance who provided input to the Policy and Procedures manual. The following items were discussed at that meeting Policy & Procedure Manual update, the Landfill Supervisor position, the need to hire a temporary equipment operator and Finance Officer Position.

• **ECONOMIC DEVELOPMENT COMMITTEE** - Chairman Ober briefly updated SCIA Board on the Economic Development Strategic Plan update.

• **SOLID WASTE COMMITTEE** - Peter Voros reported that this meeting was held on August 1 and briefly reviewed the NJDEP Inspections, NOV and response and the request for a meeting with the NJDEP Inspector and his Supervisor. R. Widdifield commented that the response to the NOV was on the mark. P. Voros also noted that the bids were opened for the leachate tank and that a recommendation to award the contract has been prepared for the board’s action this evening.

• **INNOVATION & TECHNOLOGY** Lew Schneider noted that no meeting was held this month and asked the executive Director to update the Board on activities. D Turner Fox reported that the computer network migration is scheduled for August 28-30. During that time e-mail will be unavailable along with other computer based programs. A message will be posted on the SCIA website asking the public to call or fax SCIA staff during this time. The SCIA website will not be affected by this network migration.

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

Chairman Ober stated that he would like to have a standing committee focused on researching Alternative Energy programs and projects throughout the County of Salem, such as solar, wind, water, natural gas, etc. He asked Member Bob Widdifield to chair this committee. Mr. Widdifield accepted the offer.

**EXECUTIVE DIRECTOR’S REPORT**

• Executive Director’s Report dated August 26, 2013 was present by Executive Director, Deborah Turner Fox. Copies of this report were distributed to all members prior to this meeting. She also noted that in the Board binders were copies of the Fulton Financial Public Disclosure and Investment Policy as well as the SCIA statement of revenue and expense for the quarter.

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

Chairman Ober and Member Voros asked Freeholder Liaison Cross why the SCIA was not receiving timely payments on invoices submitted to the County for the monthly Nursing Home Retiree State Health Benefits bills. Freeholder Cross indicated that it was due to the fact that the County Freeholder Board only meets monthly in the summer and that this matter was being addressed and improved upon by the County CFO to try to shorten the 35 day payment cycle. D. Turner-Fox stated that these payments are due to SCIA on the 10th of each month so that timely payment to the State can be made no
later than the 15 of each month in order to avoid late fees. She noted that the payment for August has not yet been received and while this is the latest a payment has been made, the County has never made payment on the deadline. J. Ober also inquired about the status of the unpaid invoice for the Bond Administration fee of $20,000. That was invoiced in April with a due date of June. A second invoice was sent to the county in July and still no word has been received as to when payment can be expected. P. Voros asked Freeholder Cross to insure that communication is provided by the County to SCIA in a timely manner. Chairman Ober requested a response and action on these invoices and the Gateway Business Park Biennial Certification that was requested in April 2013. D. Turner-Fox indicated that time is of the essence on this matter as it must be completed before the ground freezes. Freeholder Cross indicated that he would take these matters under advisement and follow up.

OLD BUSINESS

- **Resolution 2011-151 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 2013-65 to Amend the Adopted 2013 Capital Budget**
  L. Schneider inquired as to the need for a budget amendment and whether the tank was necessary. D. Turner-Fox responded that the 2013 capital budget included only the cost of the tank itself not the installation and site preparation. D. Munion indicated that the SCIA SWD permit required installation of a second leachate tank due to the expansion of the landfill. Chairman Ober commented that this tank was going to remain active long after the landfill ceases to accept waste as a closure/post closure activity.

  (M) P. Voros, (S) R. Howard to adopt resolution. Resolution adopted. 5/0

  **Roll Call Vote:**
  John Ober  Yes
  Ron Howard  Yes
  Peter Voros  Yes
  Lew Schneider  Yes
  Bob Widdifield  Yes

- **Resolution 2013-66 Awarding Contract for Construction of Leachate Tank #2**
  (M) P. Voros, (S) R. Howard to adopt resolution all approved. Resolution adopted. 5/0

- **Resolution 2013-67 Amend 2013 Solid Waste Division Budget for the Clean Communities Grant Program ($15,416.06)**
  (M) P. Voros, (S) R. Howard to adopt resolution. Chairman Ober commented that this was very good news in that SCIA has received additional funding from the state for this grant. All members approved the resolution. Resolution adopted. 5/0

  **Roll Call Vote:**
  John Ober  Yes
  Ron Howard  Yes
  Peter Voros  Yes
  Lew Schneider  Yes
  Bob Widdifield  Yes
- **Resolution 2013-68 to Cancel/Void Check.**
  (M) P. Voros, (S) R. Howard to adopt resolution, all approved. Resolution adopted. 5/0

- **(M) P. Voros (S) L. Schneider to Approve Temporary Equipment Operator position.**
  D. Turner-Fox explained the need for this position in the Solid Waste Division. All approved. Motion passed. 5/0

- **(M) P. Voros, (S) R. Howard to Approve Expenditure from REA Grant 2011**, not to exceed $30,000. D. Turner-Fox explained the history of the agriculture plastic recycling project and the need for the amendment to the grant. J. Ober asked if SCIA needed to bid the work that DCO energy has agreed to do on our behalf. D. Turner-Fox and A. Telsey commented that they have researched this question in the past and there is no requirement to bid this work. R. Widdifield commented that electric distribution is exempt. L. Schneider asked if it were certain that the grant would pay for the three phase electric service. M. Williams indicated that she must amend the grant to provide funding for the three phase electric service. L. Schneider asked to have the motion amended. P. Voros amended the motion to approve the expenditure pending approval of grant modification. All approved. Motion passed. 5/0

**CORRESPONDENCE**

**External Correspondence**

- Letter Dated August 12,2013 to Patrice E.Lavanture RE: OPRA request of August 9,2013
- Letter Dated August 9, 2013 to Mr. Michael Hansen, NJDEP RE: Identifying # 132608
- Letter Dated August 5, 2013 to Tracy Priest, Fulton Bank of NJ RE: Closure Request for the SCIA Account #1100679981 Nursing Home Division Unemployment Reserve Branch 0152-Woodstown.
Letter Dated July 26, 2013 to Julie Acton RE: SCIA Regular Meeting Minutes July 22, 2013
Letter Dated July 24, 2013 to Mr. Craig Gargano RE: SCIA Revenue Refunding Bonds-Correctional Facility and Court House Annex Project $6,400,000.
Letter Dated July 19, 2013 from John Giordano RE: Salem County Solid Waste Complex Program Interest ID #46869 Program: Water Quality Inspection Date: June 21, 2013 Compliance Inspection # SCI 13001
Letter Dated July 17, 2013 from Adam Telsey RE: Salem County Improvement Authority v. BJ Farms Transport, LLC, et al Summons and Compliant
Letter Dated July 17, 2013 from Adam Telsey RE: Salem County Improvement Authority v. Scott Miller, et al Summons and Compliant

Other Informational Materials
- Mannington Township Resolution in Opposition to Senate Bill 2528/Assembly Bill 3879 and proposed Exemption from Source Separation Requirements.
- Notice of Violation EA ID#: EA 130001-132608 Received July 29, 2013.
- NJSPOTLIGHT – Board of Public Utilities Hopes to get Into Garbage in a Big Way.
- Meals on Wheels of Salem County – Sponsorship of 17th Giant Pumpkin Carve on September 28, 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

Dale Cross, Freeholder Liaison, asked if the response provided to an OPRA request concerning USANA was complete in that no agreements or contracts were found with AET. D. Turner-Fox affirmed that the response was complete as written in the transmittal letter. He also asked if the SCIA Economic Development Division is addressing Alternative Energy or Solar Energy as a possible revenues stream. Chairman Ober stated that SCIA has been working Alternative Energy and that it needs to be explored more to see if there are grants available and programs that would work for our municipalities, schools and others. D. Turner-Fox commented that there has been a two-fold approach to this program-first to see alternative
energy sources to save money for the public entities and second to foster economic
development and bring new ratable to the area.
P. Voros briefly stated that he was wondering if the two aged account balances are really
financially feasible to collect. D. Turner-Fox stated that the first three steps of collection involve
writing letters and making calls to the delinquent party and the initial filing. Beyond those steps
each matter will be evaluated individually by staff to determine if the account should continue to
be pursued or brought before the board to be written off.

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

(M) B. Widdifield (S) P. Voros to adjourn meeting. All in favor, motion passed. 5/0
Meeting adjourned at 7:37 p. m.

Respectfully Submitted;

Joan M. Cole
Recording Secretary