



SALEM COUNTY IMPROVEMENT AUTHORITY

**ANNUAL REORGANIZATION AND REGULAR MEETING
OF THE SALEM COUNTY IMPROVEMENT AUTHORITY**

**Solid Waste Division Conference Room
52 McKillip Road, Alloway Township, New Jersey
Thursday, February 9, 2017 @ 4:30 p.m.**

AGENDA

- I. OATH OF OFFICE** administered to returning SCIA Board member
- II. CALL TO ORDER** – Executive Director, Presiding *Pro Tem*
- III. OPEN PUBLIC MEETING STATEMENT** - Executive Director, Presiding *Pro Tem*
 - 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 of the Board’s Office and SCIA Office. Copies of the Board minutes of this meeting will be posted on SCIANJ.COM.
- IV. PLEDGE OF ALLEGIANCE** - Executive Director, Presiding *Pro Tem*
- V. ROLL CALL** - Executive Director, Presiding *Pro Tem*
- VI. ELECTION OF OFFICERS** - Executive Director, Presiding *Pro Tem*

OFFICER	NAME
Chairman	Robert Widdifield
Vice-Chair	Cordy Taylor
Secretary	Barry Davis
Treasurer	Lewis Schneider
Alt. Secretary/Treasurer	Susan Bestwick

APPOINTMENTS OF CHAIRPERSON TO STANDING COMMITTEES- 2017
Chairman – SCIA Chairman is an ex officio member of all committees

COMMITTEE	CHAIRPERSON
Executive	Cordy Taylor
Personnel	Lewis Schneider
Solid Waste	Susan Bestwick
Ad Hoc	Barry Davis

VII. NEW BUSINESS – RESOLUTIONS (Tab 1A)

- a. **RESOLUTION 2017-04** Approving Meeting Rules
- b. **RESOLUTION 2017-05** Fixing Dates for Regular Meetings
- c. **RESOLUTION 2017-06** Designating Banking Institution
- d. **RESOLUTION 2017-07** Authorizing Cash Management Plan (**Roll Call Vote**)
- e. **RESOLUTION 2017-08** Designating Official Newspapers
- f. **RESOLUTION 2017-09** Appointing Recording Secretary
- g. **RESOLUTION 2017-10** Establishing a Public Agency Compliance Officer for the Salem County Improvement Authority
- h. **RESOLUTION 2017-11** Authorizing the Purchase of Materials, Supplies and Equipment for the Salem County Improvement Authority through New Jersey State Contracts
- i. **RESOLUTION 2017-12** For Member Participation in Cooperative Pricing System with County of Salem
- j. **RESOLUTION 2017-13** Appointing Records Custodian for the Salem County Improvement Authority
- k. **RESOLUTION 2017-14** Appointing a Qualified Purchasing Agent and Establishing a Bid Threshold for the Salem County Improvement Authority

VIII. MINUTES (Tab 1)

- Executive Session Minutes of December 8, 2016
- Regular Meeting of January 12, 2017

IX. SOLID WASTE DIVISION (Tab 2)

- Solid Waste Division Manager's Report
- Approval of Engineer's Report
- **RESOLUTION 2017-15** Approval of Solid Waste Division Bills

X. STANDING COMMITTEE REPORTS

- *EXECUTIVE COMMITTEE (Bestwick)*
 - *Meeting on Tuesday (week of the Board meeting at 1:30 PM and the week prior at 1:00 PM). Discussion involved Cell 11A "filling with waste"; timeline for completion and approval of Cell 11B; 2017 RFP approval; requesting second Solar request; Tarpomatic request (bid); quoting for other services and their associated requirements; 2-year extension of Leachate Hauling and Supply of*

Virgin Cover contracts and other related upcoming Board meeting topics.

- *PERSONNEL COMMITTEE (Schneider)*
 - *Phone discussion held with Solid Waste Division Manager and Committee Chairman regarding Part-time Laborer position upcoming vacancy and hiring.*
- *SOLID WASTE COMMITTEE (Taylor)*
 - *Monthly progress meeting held on the first Thursday at 9:30 a.m. Discussion involved Cell 11A and operational “filling”; Cell 11B control panel replacement for pump station and timeline for final reports and approval; time and materials change orders for removal of the 6 feet of trash at tie in location and exposure and repair of the “missing liner” in Cell 4 (which are both completed); no need to perform monitoring of the piezometers on site; upcoming entrance gate replacement; timeline for replacement of new scales; Wetlands discussion on how much earth should be moved and in what areas in the Wetlands Mitigation area; discussion Engineer had with Public Works Committee regarding stored wooden ties and other related topics.*
- *AD HOC COMMITTEE (Davis)*
 - *No discussion held.*

XI. EXECUTIVE DIRECTOR’S REPORT (Tab 3)

XII. UNFINISHED BUSINESS (Tab 4)

XIII. NEW BUSINESS (Tab 5)

- **RESOLUTION 2017-16** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Auditing Services (Bowman and Company)
- **RESOLUTION 2017-17** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Fee Accountant Services (Romano, Hearing, Testa & Knorr, CPAs)
- **RESOLUTION 2017-18** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Legal Services (Mark Shoemaker, Esquire)
- **RESOLUTION 2017-19** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Bond Counsel Services (Archer & Greiner, P.C.)
- **RESOLUTION 2017-20** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Financial Advisor Services (Phoenix Advisors)
- **RESOLUTION 2017-21** Appointing the Risk Management Consultant (AJM Insurance) with Agreement
- **RESOLUTION 2017-22** Appointing Fund Commissioner

- **RESOLUTION 2017-23** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide Health Benefits Consulting Services (AJM Insurance)
- **RESOLUTION 2017-24** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide for a Professional Engineer for Topographical Engineering (Fralinger Engineering, P.A.)
- **RESOLUTION 2017-25** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide for a Professional Engineer for the Solid Waste Division (Alaimo Group Consulting Engineers)
- **RESOLUTION 2017-26** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide for a Professional Engineer for Title V Air Compliance (Cornerstone Environmental Group)
- **RESOLUTION 2017-27** Authorizing the Award of a Contract Pursuant to a Fair and Open Process to Provide for a Professional Engineer for Wetlands Mitigation (Alaimo Group Consulting Engineers)
- **RESOLUTION 2017-28** Authorizing the Release of Bids and Quotes for Goods and Services for the CY 2017 for the Salem County Improvement Authority
- **RESOLUTION 2017-29** Authorizing Application for the 2016 Recycling Enhancement Act Tax Grant
- **RESOLUTION 2017-30** Authorizing Receipt of 2017 Clean Communities Grant
- **RESOLUTION 2017-31** Authorizing SCIA to Advertise for Bids for 2016 or Newer Tarpomatic 40' Tarping Machine

XIV. CORRESPONDENCE (Tab 6)

Note dated January 30, 2017, from Cheryl Franklin (former nursing home employee)

XV. PUBLIC SESSION

XVI. EXECUTIVE SESSION (Tab 7)

- **RESOLUTION 2017-**

XVII. ADJOURN

REMINDER

The next regular meeting of the SCIA is scheduled for
Thursday, March 9, 2017 @ 4:30 p.m.
 SCIA Solid Waste Division Conference Room