

**MINUTES OF THE REGULAR MEETING OF  
THE SALEM COUNTY IMPROVEMENT AUTHORITY**

**SOLID WASTE DIVISION CONFERENCE ROOM  
52 McKillip Road, Alloway, NJ**

**Thursday, April 13, 2017 @ 4:30 pm**

Chairman Widdifield called the meeting to order at 4:30 pm and read the Open Public Meetings Act statement.

The Pledge of Allegiance was recited by all present.

**ROLL CALL**

Widdifield, Robert	Present
Taylor, Cordy	Present
Davis, Barry	Absent
Schneider, Lewis	Absent
Bestwick, Susan	Present

Also present were Julie Acton, Executive Director, Melinda Williams, SWD Manager, and Lodie Van Tonder, Landfill Manager.

**MINUTES**

**Regular meeting of March 9, 2017 – (M) Taylor (S) Bestwick** to approve minutes. Motion carried by voice vote 3-0.

**CORRESPONDENCE**

The letter dated March 30, 2017, from the Salem County Treasurer's office regarding 5% undesignated net assets budget item was reviewed.

**EXECUTIVE DIRECTOR'S REPORT**

Copies of this report were distributed to all members prior to the meeting. Discussion included the resolution being considered at the current meeting regarding the change order and that same was required due to the work required to locate the missing liner in Cell 4. It was noted that Jim McKelvie successfully negotiated with Abbonizio regarding the amount of change order. Executive Director Acton and Division Manager Williams toured the Cumberland County Landfill. Executive Director Acton noted that there was a minor problem with the methane gas well project regarding a kink in a line, but the problem was solved. Letters went out advising commercial and industrial business owners in Salem County about the implementation of Flow Control. Correspondence was also sent to our legislators regarding the need for a permanent tenant to occupy the Finlaw Building. The solar project is moving forward and a used fuel truck had been located.

Executive Director Acton noted that Landfill Manager van Tonder was working on a sprinkler system to control the dust on the access road. Unfortunately, there were no submissions for the Earth Day Photo Contest; however, discussions have taken place regarding ways to improve participation next year. The front gate is being worked on and the new mission statement is on the website. Lastly, discussion included the transformer malfunction and that a microwave and color printer were permanently damaged. Atlantic City Electric has been contacted and a claim is being made for replacement of both pieces of equipment.

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

## **SOLID WASTE DIVISION**

**Solid Waste Division report dated April 2017** 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 the meeting. Manager Williams discussed the statistical report and she noted that tonnage was down, which is not good, but she is hoped things will pick us as spring progresses. In addition, there are some large demolition projects that are taking place, such as Calpine and Ardaugh, and that will be a help.

Division Manager advised that she attended a meeting with the topographical engineers and the compaction ratio is increasing. She also attended a DEP meeting and the wetlands permit renewal and closure/post-closure were discussed.

With regard to the customer aging report, it was noted that Logan was not paying because the Administrator had been let go and no one was receiving the emails. That problem has been solved and emails are being rerouted. It is expected that they will take care of the situation.

The status of the Ocean City dredging was discussed, as well as the moving of nine loads of agricultural mulch.

On a personal note, Division Manager Williams advised that she would be having shoulder surgery on April 19 and that she would be out on leave until at least May 9, assuming her cold is better. Everyone wished her good luck.

Chairman Widdifield, without objection, ordered the Division Manager's report be received and filed.

**Landfill Engineer's Report dated April 5, 2017.** Copies of this report were distributed to all Board members prior to this meeting. Division Manager Williams noted that the engineer is working on permit renewals and closure/post-closure was discussed with the DEP. It was noted that the third invoice has still not been received by us regarding the wetland permit.

Chairman Widdifield, without objection, ordered the engineer's report be received and filed.

**Resolution 2017-37** authorizing payment of Solid Waste Division bills.

**(M) Taylor (S) Bestwick** to adopt the resolution to pay bills in the amount of **\$1,210,606.83** by regular check, **\$89,831.76** by electronic payment and \$0 by manual check.

The resolution was adopted by voice vote 3-0.

**STANDING COMMITTEE REPORTS**

**Executive Committee (Cordy Taylor)** – Chairman Cordy Taylor advised that the discussions that took place included the items as also outlined in the Executive Director’s report above.

**Personnel Committee (Lewis Schneider)** – Discussions included purchase of a new time clock and hiring of seasonal workers.

**Solid Waste Committee (Susan Bestwick)** – Chairman Widdifield advised that discussions included items as outlined in the Executive Director’s report and the Division Manager’s report.

**Ad Hoc Committee (Barry Davis)** – Discussions included the solar panel project and it was noted that the Letter of Intent was scrutinized very carefully by Committee member Barry Davis.

Chairman Widdifield, without objection, ordered the Committee reports be received and filed.

**UNFINISHED BUSINESS**

The Spitfire Airport option agreement was not discussed due to the absence of Barry Davis and Lewis Schneider. The matter will be carried to the May 11, 2017, meeting.

**NEW BUSINESS**

**RESOLUTION 2017-38** Authorizing Change Order #1 to the Contract to Construct Landfill Expansion Cell 11 for the Solid Waste Division Landfill  
**(M)Taylor (S) Bestwick** to authorize Change Order #1.  
The resolution was adopted by voice vote 3-0.

**RESOLUTION 2017-39** Designating Chief Financial Officer and Certifying Finance Officer  
**(M) Taylor (S) Bestwick** designating CFO and Certifying Finance Officer.  
The resolution was adopted by voice vote 3-0.

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Widdifield			✓			
Taylor			✓			
Davis					✓	
Schneider					✓	
Bestwick			✓			

**RESOLUTION 2017-40** Authorizing Execution of Agreement Between SCIA and Care Environmental Corp. for Collection, Recycling and Disposal of Household Hazardous Waste  
**(M) Taylor (S) Bestwick** to authorize execution of agreement with Care Environmental.

The resolution was adopted by voice vote 3-0.

**RESOLUTION 2017-41** Authorizing Execution of Agreement Between SCIA and South Jersey Recycling, LLC for Tire Recycling

**(M) Taylor (S) Bestwick** to authorize execution of agreement with South Jersey Recycling for tire recycling.

The resolution was adopted by voice vote 3-0.

**RESOLUTION 2017-42** Authorizing Execution of Agreement Between SCIA and South Jersey Recycling, LLC for Transportation of SCIA Owned Sealed, Roll-Off Containers Between the SCIA Convenience Center and the SCIA Landfill

**(M) Taylor (S) Bestwick** to authorize execution of agreement with South Jersey Recycling for transportation of roll-off containers from convenience center to landfill.

The resolution was adopted by voice vote 3-0.

**RESOLUTION 2017-43** Authorizing the Execution of an Agreement Between SCIA and South Jersey Recycling, LLC for Transportation of SCIA Owned Sealed, Roll-Off Containers Between the SCIA Convenience Center and the Recycling Markets

**(M) Taylor (S) Bestwick** to authorize execution of agreement with South Jersey Recycling for transportation of roll-off containers from convenience center to recycling markets.

The resolution was adopted by voice vote 3-0.

**MOTION** regarding hiring of three summer interns at \$10.00 per hour was made by **Taylor** and seconded by **Bestwick**.

**MOTION** regarding purchase of litter guard fencing was made by **Taylor** and seconded by **Bestwick**.

**MOTION** regarding purchase of a fuel truck was made by **Taylor** and seconded by **Bestwick**.

**PUBLIC COMMENT**

Although there were no members of the public present, Board member Bestwick took a minute to note that at this time in the life of the landfill, it is very important that the Board be cognizant of finances and be careful not to create any new debt.

Chairman Widdifield asked if there was any further business for the Board.

Hearing none, Chairman Widdifield adjourned the meeting at 5:33 p.m.

Respectfully submitted,

*/S/ Florence E. Beckett*

Florence E. Beckett

Recording Secretary