

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, December 14, 2017, at 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	Present
Bestwick, Susan	Present

Julie Acton, Executive Director, Melinda Williams, Solid Waste Division Manager, Lodie van Tonder, Landfill Manager, Florence Beckett, Recording Secretary, Solicitor Mark Shoemaker and a member of the public, Edward Ramsey, were present.

MINUTES

Regular meeting of November 9, 2017 – (M) Taylor (S) Bestwick to approve minutes. Motion carried by voice vote 4-0.

CORRESPONDENCE

Correspondence included numerous letters from Salem County schools thanking SCIA and the Clean Communities Grant for providing the litter abatement/water cycle program by The Grand Falloons. Their program was briefly described. A thank you letter regarding a landfill tour was received.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton highlighted the following from her report:

Two vendors now are interested in the agricultural mulch and transportation cost negotiations were explained. It was noted that the budget has been approved by the State. According to the Treasurer's report, revenue is up and expenses are down, and the basement remediation is completed ahead of schedule. Executive Director Acton advised that the data does not warrant opening the Convenience Center for a third day and she has sent correspondence to the Salem County Pollution Control Financing Authority for financial assistance with the GPS for the compactor. The DEP inspection was at the landfill and advised that it looks wonderful.

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

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that solid waste and convenience center revenue is up, leachate cost is up, cover expense is down and beneficial cover revenue is up.

Landfill Engineer's Report dated December 6, 2017. Copies of this report were distributed to all Board members prior to this meeting. Executive Director Acton noted that Mark Shoemaker, SCIA Solicitor, wrote correspondence to New Jersey Analytical Laboratories regarding non-receipt of certain reports and scale repair bids were received, and the bid will be awarded at the meeting.

Chairman Widdifield, without objection, ordered the landfill statistical and the engineer's reports be received and filed.

STANDING COMMITTEE REPORTS

Executive Committee (Cordy Taylor) – Chairman Cordy Taylor advised that the Solid Waste Advisory Council update was sent. The status of the information technology was reviewed and discussed. It was noted that SCIA pays maintenance per each computer.

Personnel Committee (Lewis Schneider) – Committee Chair Lew Schneider advised that discussion topics would be discussed in closed session.

Solid Waste Committee (Susan Bestwick) – Committee Chair Bestwick advised that discussion topics were covered in the Executive Director's report.

Ad Hoc Committee (Barry Davis) – Committee member Barry Davis advised that scale bids are in and the job will be awarded at this meeting.

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

UNFINISHED BUSINESS

The Finlaw Building rent was discussed regarding the discrepancy between what was billed verses what was owed. Julie Acton, Executive Director, advised that she would not be making tenant expense reimbursement payments until the discrepancy is corrected and she was directed by the Mark Shoemaker, SCIA Solicitor, to notify them of this in writing. It was also noted that Dr. Gorman has requested a meeting with Julie Acton, Executive Director.

Scale bids were reviewed by Mark Shoemaker, SCIA Solicitor, and Jim McKelvie, Landfill Engineer, and same will be awarded to Advance at meeting.

The status of the Abbonizio matter is that both mediation statements have been submitted and Abbonizio can reply. Mediation is scheduled for January 9, 2018.

NEW BUSINESS

Resolution 2017-84 authorizing payment of bills.

(M) Taylor (S) Bestwick to adopt the resolution to pay bills in the amount of \$189,244.31 by regular check, \$37,715.79 by electronic payment and \$13,473.20 by manual check

The resolution was adopted by voice vote 4-0.

Resolution 2017-85 Approving an Amendment to the Employment Agreement Between the Salem County Improvement Authority and Executive Director Julie Acton and the Applicable Personnel Policy (M) Taylor (S) Bestwick to adopt the resolution to amend the employment agreement between SCIA and Executive Director Julie Acton and the applicable personnel policy
The resolution was adopted by voice vote 4-0.

Cordy Taylor made a motion to adopt Resolutions 2017-86 through 2017-96 by way of consent agenda and that motion was seconded by **Susan Bestwick**. The motion to proceed by consent agenda was carried 4-0.

Cordy Taylor made a motion to adopt Resolutions 2017-86 through 2017-96 and same was seconded by **Lewis Schneider**. The motion was carried 4-0.

Resolution 2017-97 of the Salem County Improvement Authority Appointing Fund Commissioner (M)Taylor (S) Schneider appointing a Fund Commissioner
The resolution was adopted by voice vote 4-0.

Recorded Vote

	Moved	2 nd	Yes	No	Absent	Abstain
Widdifield			✓			
Taylor	✓		✓			
Schneider			✓			
Davis					✓	
Bestwick		✓	✓			

Resolution 2017-98 of the Salem County Improvement Authority Awarding a Contract for Replacement of the Inbound Scale (Advance Scale Company, Inc.)
(M) Taylor (S) Bestwick awarding a contract for replacement of the inbound scale
The resolution was adopted by voice vote 4-0.

Resolution 2017-99 of the Salem County Improvement Authority Authorizing Wage and Salary Increases for Employees Effective with the Pay Period Ending on January 10, 2018
(M) Taylor (S) Bestwick authorizing wage and salary increases for employees effective with the pay period ending January 10, 2018
The resolution was adopted by voice vote 3-1.

PUBLIC COMMENT

Edward Ramsey advised that he enjoyed the tour and Executive Director Julie Acton is a great spokesperson.

EXECUTIVE SESSION

Resolution 2017-100 Authorizing Executive Session regarding personnel
(M)Taylor (S) Schneider authorizing Executive Session

The resolution was adopted by voice vote 4-0.

Executive Session began at 5:10 p.m. and ended at 5:35 p.m.

Chairman Widdifield asked for a Motion to go back into public session, which Motion was moved by **Taylor** and seconded by **Bestwick**.

Chairman Widdifield asked if there was any further business for the Board. Hearing none, Chairman Widdifield adjourned the meeting at 5:36 p.m.

Respectfully submitted,

/S/ Florence E. Beckett

Florence E. Beckett

Recording Secretary