

**AMENDED MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM**

**52 McKillip Road, Alloway, NJ
Thursday, May 9, 2019, at 4:30 pm**

Chairman Cordy Taylor called the meeting to order at 4:30 pm and the Pledge of Allegiance was recited by all present. Chairman Taylor then read the Open Public Meetings Act statement.

The Pledge of Allegiance was recited by all present.

ROLL CALL

Taylor, Cordy	Present
Davis, Barry	Present via telephone
Schneider, Lewis	Present
Bestwick, Susan	Present
DiMatteo, Steven	Present

Julie Acton, Executive Director, Florence Beckett, Recording Secretary, Solicitor Mark Shoemaker, Clifford Mecouch, Mark Minnitti and Kimberly Dilks, members of the public, were present.

MINUTES

Regular meeting of April 11, 2019 – (M) Schneider (S) Davis to approve minutes. Motion carried by voice vote of 5-0.

CORRESPONDENCE

Executive Director Acton advised that correspondence was received from Jesco regarding the extended warranty for the Bomag and Cornerstone regarding receipt of the completed topographical survey. Correspondence was also received from the DEP approving the groundwater permit.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the 2018 Audit is being delayed due to non-receipt by the auditors of the State pension information. The roll-off truck is being picked up on Friday, May 10, 2019. Executive Director Acton advised that the problem with the loader bidding through govdeals.com has been resolved by govdeals.com refunding the purchase price to the first bidder. The loader was sold to the second bidder and there was no financial loss to the Improvement Authority as govdeals.com waived their commission. There was an OPRA request from Smart Procure, which is an annual request. With regard to the topographical survey, it was revealed that the compaction is higher and less fill was used.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that landfill revenue is up, but Convenience Center revenue is down. Leachate expense and cover revenue is down. Executive Director Acton noted that the report now reflects actual leachate flow, as per the request of Board Member Barry Davis. The majority of the overtime reflected on the report was generated from the Atlantic City Electric job, which is now completed.

Landfill Engineer's Report dated May 6, 2019. Copies of this report were distributed to all Board members prior to this meeting and it was noted that the groundwater permit was approved.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Board Vice Chairperson Bestwick advised that the committee discussed the permanent and temporary cover and the landfill road. Chairman Taylor described the new recycling flyer as “fabulous” and it was noted that work is continuing on the new phone system.

Personnel Committee (Lewis Schneider) – Committee Chairman Lew Schneider advised that the summer interns are in place.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that he was unable to attend the meeting regarding the Finlaw Building; however, Executive Director Acton did attend so he requested that she update everyone. Committee Chair DiMatteo advised that he was briefed on his two new projects (the electric charging stations and the moving of the offices to the Glass Building), but he did not have any further comment.

Solid Waste Committee (Barry Davis) – Committee Chair Davis was not in attendance so Executive Director Acton delivered his report. She advised that Cornerstone sent correspondence to the DEP justifying the use of the geomembrane cover. A response from the DEP has not been received to date, but communication is continuing between all parties. Landfill Engineer James McKelvie sent correspondence to the DEP regarding the fecal coliform matter. The Cell 10 Guarantee Ordinance was passed by the Freeholders. Draft plans for the cell have been reviewed and revisions are being made. Committee Chairman Davis desires to attend the pre-bid meeting and same will be recorded to try to avoid problems in the future.

Chairman Taylor, without objection, ordered the Executive Director's report, landfill statistical report, Engineer's report and the committee reports be received and filed.

UNFINISHED BUSINESS

The Finlaw Building was discussed.

NEW BUSINESS

A phone call to Board Member Barry Davis was made and he appeared via telephone.

RESOLUTION 2019-33 Authorizing Award of the Bid for Supplying of Daily and Intermediate Cover Material to R&B Debris.

(M) Bestwick (S) Schneider to adopt Resolution 2019-33 authorizing award of the bid for supplying of daily and intermediate cover

Solicitor Shoemaker framed the issues as follows:

R&B Debris submitted the lowest bid. There has been communication from counsel for Quinton Sand and Gravel contesting if the R&B Debris bid is the lowest responsible bid. Some issues were that the Affirmative Action document was unsigned. It was noted that R&B supplied the Affirmative Action Certificate. This document can be supplied to evidence that an organization is in compliance. Solicitor Shoemaker advised that in his opinion that is not a valid objection to R&B's bid. The next issue was that the ADA form was not signed. Solicitor Shoemaker noted that the bid documents that were circulated did

not provide for a signature line and Quinton Sand and Gravel did not sign that form either. This condition can and should be waived, and providing of a signature on that document can be a condition of the award of the contract. The main issue of contention is the “Statement of Authority” that was not signed by the representative of R&B Debris. This document states that the person signing is authorized to submit a bid on behalf of a company. That document was not signed on behalf of R&B Debris. Quinton Sand and Gravel did sign their document. It was noted that the representative of R&B Debris signed every other document available for signature, but did not sign the Statement of Authority. It was noted by Board Member Davis that the notation under that signature line advises that that line must be signed to be valid. Solicitor Shoemaker advised that he deemed the fact that there was no signature on that line to be waivable. Voting yes to the motion says that the Board does waive that requirement. Subsequent to the last meeting, R&B submitted a signed Statement of Authority and same is therefore a post-bid opening submission. Solicitor Shoemaker noted that there are five statutory items that may not be submitted as a post-bid opening submission and the Statement of Authority is not one of the five items.

Board Chairman Taylor advised that he did not believe that the missing signature was material and was not one of the five mandatory submissions according to the statute. Solicitor Shoemaker clarified that the missing signature is a defect, but not a fatal defect unless the Board deems it to be fatal.

Discussion ensued regarding if the resolution had to be amended due to the post-bid submission of the signed Statement of Authority. Board members were asked if they had any questions and Board Member Davis advised that he is satisfied that the defect is waivable.

Solicitor Shoemaker noted that correspondence has been received from the attorney for Quinton Sand and Gravel and that same was previously acknowledge by the Board and is therefore part of the record.

Roll call vote was held as follows:

Recorded Vote

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

Motion carried 5-0.

RESOLUTION 2019-39 Authorizing Payment of Bills

(M) **Schneider** (S) **Bestwick** to adopt Resolution 2019-39 authorizing payment of bills

Expenses of note include the purchase of the roll-off truck, the Household Hazardous Waste event and the Host Community Benefit paid to Alloway Township.

Motion carried 4-0.

RESOLUTION 2019-40 Authorizing Salem County Improvement Authority to Advertise for Bid for Collection, Recycling and/or Disposal for the Household Hazardous Waste Countywide Collection Program

(M) **Bestwick** (S) **Schneider** to adopt Resolution 2019-40 authorizing Salem County Improvement Authority to advertise for bid for collection, recycling and/or disposal for the household hazardous waste countywide collection program

Motion carried 4-0.

RESOLUTION 2019-41 Authorizing Salem County Improvement Authority to Advertise for Bid for Removal, Transportation and Recycling of Auto, Light Truck, Tractor Trailer and Heavy Equipment Tires, With and Without Rims

(M) Bestwick (S) Schneider to adopt Resolution 2019-41 authorizing Salem County Improvement Authority to advertise for bid for removal, transportation and recycling of auto, light truck, tractor trailer and heavy equipment tires, with and without rims
Motion carried 4-0.

RESOLUTION 2019-42 Authorizing Repair to the Haul Truck

(M) Bestwick (S) Schneider to adopt Resolution 2019-42 authorizing repair to the haul truck
Due to the emergent nature of the repair, there was some discussion regarding procedures for notification after the resolution was passed and Solicitor Shoemaker advised he would do research in this regard.
Board Member Bestwick discussed the repair.
Motion carried 4-0.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 5:25 p.m on Motion by **Bestwick** with a Second by **Schneider**. Motion carried 4-0.

Respectfully submitted,
/S/ Florence E. Beckett
Florence E. Beckett
Recording Secretary