

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, July 11, 2019, at 4:30 pm**

Chairman Cordy Taylor called the meeting to order at 4:28 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
Schneider, Lewis	Present
Bestwick, Susan	Present
DiMatteo, Steven	Present

Julie Acton, Executive Director, Florence Beckett, Recording Secretary, Solicitor Mark Shoemaker, and Henry Ludwigsen, Landfill Auditor, were present.

PRESENTATION OF AUDIT

Landfill Auditor Henry Ludwigsen was present and reviewed the 2018 Audit and Forecasted Financial Statement 2019 - 2044. Mr. Ludwigsen specifically discussed the landfill's net position, the pension calculation, the outstanding debt and the closure/post closure costs. He advised that there were no findings and the auditors issued a "clean" opinion. Executive Director Acton commended the Improvement Authority's staff for this good outcome.

MINUTES

Regular meeting of May 9, 2019 – (M) Bestwick (S) Schneider to approve minutes. Motion carried by voice vote of 5-0.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the Recycling Coordinator has been giving presentations regarding recycling and composting at Coombs Farmyard Camp, and the Household Hazardous Waste Day was held in Pennsville with 105 residents participating. Executive Director Acton advised that they are proceeding with the Volvo haul truck repair and the Kubota tractor was hit by a branch and will need repairing; however, the driver was not injured. With regard to the fecal coliform matter, she advised that the Landfill Engineer would like to write to the NJDEP and reiterate that the landfill should not be subjected to that the permit restriction. With regard to the wetlands mitigation matter, Executive Director Acton was advised that a NJDEP representative advised that they were unable to contact the engineer's office to schedule a meeting; however, this was found to be incorrect. A brief history of the matter and previous meetings with the NJDEP was discussed and new meeting dates have been provided to the NJDEP. Work on the 2020 budget will begin on July 24 and Govdeals.com has been contacted regarding sale of the two office buildings on the landfill property.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that landfill revenue tonnage is up. Cover expense is up because the beneficial soil that is being received has a high clay content and cannot be used on the working face. Landfill Manager Lodie van Tonder advised that this time last year the landfill received approximately 1000 loads more due to a job that was happening in Audubon. In addition, this year the price for cover is higher than last year.

Landfill Engineer's Report dated July 1, 2019. Copies of this report were distributed to all Board members prior to this meeting and it was noted that items in the engineer's report were covered by the Executive Director's report.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Board Vice Chairperson Bestwick advised that the Executive Director has covered all items on the Executive Committee's agenda.

Personnel Committee (Lewis Schneider) – Committee Chairman Lew Schneider advised that the only item of note is that minimum wage has gone up and that will only affect the summer help next year.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that preparation for the move of the administrative offices to the Glass Building is progressing and he commended the Executive Director for being very budget conscious. He advised that he has conducted research regarding the use of contractors via Sourcewell.

Solid Waste Committee (Barry Davis) – Committee Chair Davis advised that the exposed geomembrane has been approved by the NJDEP and that job will be moving forward. Cell 10 is on track for opening in December 2020. Board member Bestwick asked when Cell 11 would be full and if the timing on the opening of Cell 10 would work and Landfill Manager van Tonder advised that the timing should work out for the December 2020 opening of the new cell. Committee Chairman Davis advised all the other matters on his agenda have been covered by the Executive Director's report.

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

With regard to the Finlaw Building, Executive Director Acton advised that the electric bill went up substantially due to the use of air conditioning and the Selective Insurance payment was due. She directed everyone's attention to the letter contained on the agenda under "Correspondence" wherein she advised Stand Up For Salem that items being stored by other tenants in the Improvement Authority's space would need to be removed.

NEW BUSINESS

RESOLUTION 2019-46 Authorizing Payment of Bills

(M) Schneider (S) Davis to adopt Resolution 2019-46 authorizing payment of bills
Motion carried 5-0.

RESOLUTION 2019-47 Accepting and Acknowledging the 2018 Audit Report and Authorizing Release of the Audit Report to the State of New Jersey

(M) **Schneider** (S) **Davis** to adopt Resolution 2019-47 accepting, acknowledging and releasing the 2018 Audit the State of New Jersey

Recorded Vote

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

Motion carried 5-0.

RESOLUTION 2019-48 Supporting Senate Bill S2776 and Assembly Bill A4330 Prohibiting the Use of Plastic Carryout Bags, Expanded Polystyrene and Single-use Plastic Straws

(M) **Bestwick** (S) **Taylor** to adopt Resolution 2019-48 supporting Senate Bill S2886 and Assembly Bill A4330

Discussion regarding what was and what was not covered under the Bill was discussed.

Motion carried 5-0.

RESOLUTION 2019-49 Supplemental Resolution of the Salem County Improvement Authority Authorizing the Issuance of the Authority’s not to Exceed \$8,900,000 County-Guaranteed Solid Waste Revenue Bonds (Landfill Expansion Project – Phase II) or Project Notes

(M) **Schneider** (S) **Davis** to adopt Resolution 2019-49 authorizing issuance of bonds

Board member Davis requested to know the interest rate. Executive Director Acton advised that it is 75% at 0 and 25% at market rate.

Motion carried 5-0.

RESOLUTION 2019-50 Authorizing Tri-Mark Building Contractors, Inc. to Prepare a Scope of Work regarding Renovations to the Existing Glass Education Building

(M) **Schneider** (S) **Davis** to adopt Resolution 2019-50

Board member DiMatteo again noted that he does not completely understand the Sourcewell procedure, but he is told that this is an appropriate way to proceed. Board member Bestwick asked if the job could go out to bid, but Chairman Taylor advised that due to the timeline and the cost saving involved, that would not be prudent. Board member Davis asked if there was a way to make sure that the Improvement Authority was not obligated to pay any amount upon passage of the resolution and Chairman Taylor said that the Board does have a contract price. Solicitor Shoemaker advised that the resolution does not obligate the Improvement Authority to pay any specific amount. It is simply authorizing TriMark to prepare the scope of the work. Solicitor Shoemaker advised that he does not see the need for the resolution, but it was determined that TriMark requested the resolution. Chairman Taylor noted that it provides TriMark with the assurance that the Board has seen and approves the work. Discussion then turned to the sentence regarding Sourcewell and it was determined that that sentence would be removed.

(M) **Schneider** (S) **Davis** to adopt Resolution 2019-50 authorizing TriMark to prepare a scope of work regarding renovations at the Glass Building, as amended

Motion carried 5-0.

PUBLIC COMMENT

None.

At this time, Executive Director Acton advised that the Landfill Manager found trash dumped on the side of Mower Station Road behind the landfill. He called the Health Department. They found identifying information in the trash and a issued a notice of violation. In addition, Executive Director Acton advised that a local resident came to the landfill and advised that there was a large amount of trash in her yard. It was determined that it was from a Massari truck and Executive Director called the Greg Massari and advised him that his company would have to come pick up the trash; however, the resident apparently picked it up herself.

EXECUTIVE SESSION

None.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 5:51 p.m. on Motion by **Bestwick** with a Second by **Davis**. Motion carried 5-0.

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