

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
52 McKillip Road, Alloway, NJ
Thursday, August 8, 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
Schneider, Lewis	Absent
Bestwick, Susan	Absent
DiMatteo, Steven	Present

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

MINUTES

Regular meeting of July 11, 2019 – (M) DiMatteo (S) Davis to approve minutes. Motion carried by voice vote of 3-0.

CORRESPONDENCE

Executive Director Acton noted that the Alloway Township Fire Department sent a thank you letter regarding the donation, DELCORA did an inspection that went well and there was safety training by Statewide.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the 2020 Operating and Capital Budgets are being worked on, the recycling program is being presented every night at the Salem County Fair and she thanked the Chairman for his assistance at the Fair, the new drawings for the electric vehicle charging stations have been submitted by the electrician to Mannington Township, and there have been some problems with equipment, but the haul truck was repaired. Statewide Insurance provided a reimbursement check for the repair to the Kubota tractor. The compactor is not steering correctly; however, the problem did not display when the manufacturer came out to look at it, but there is still something not right about the steering. Salem County has removed some of the railroad ties that were stockpiled at the landfill and took them to Parvin State Park for their use. Approximately 10 loads are left to be moved. The safety meeting was held and the topics were fire extinguisher use and bloodborne pathogens. With regard to the problem with the in-bound scale, the Landfill Engineer had drafted a letter to Advance Scale and advised that there is a glitch in the scale. He advised that since this is under warranty SCIA needs this matter needs to be corrected prior to the expiration of the warranty. The Solid Waste Advisory Council meet regarding an Administrative Action for South Jersey Agricultural Products expansion of its mulch storage. Executive Director advised that she also contacted Upper Pittsgrove Township's Mayor and he has no objection to the expansion. The Executive Director is going to take Facebook Meets OPRA training and also Edmunds training. With regard to the wetlands mitigation matter, the Executive Director advised that she walked around the area

today with two NJDEP representatives and a representative from the Landfill Engineer's office. Initially the NJDEP had certain ideas; however, when they viewed the site the plan was somewhat revised. For example, the NJDEP desires depressions as opposed to vernal ponds, and the number was reduced, and they are requiring small, medium and large plantings. Chairman Davis of the Solid Waste Committee asked the Executive Director to again carefully review the NJDEP requirements and determine if they can be parred down even further.

Chairman Taylor advised that he desired to make a comment at that time as opposed to during his report regarding an Executive Committee item. He advised that the Recycling Coordinator, Florence Beckett, is doing a great job "engaging people regarding trash and everyone was enjoying learning about recycling" at the Salem County Fair this week. He advised that she makes the Improvement Authority look good in this regard and the effort is much appreciated.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that revenue is up for the month of July and year to date. Leachate year to date is down, but it is being used on the increased cover expense, and cover income has decreased. Board member Davis noted that the increased cost was not unexpected since the cover cost was higher this year than last. Executive Director Acton noted that she and the Landfill Manager met with R&B Debris and they advised they will try to bring more good quality cover material so the Improvement Authority will have to pay less. The representative from R&B Debris advised that with regard to the road on Cell 7, they can supply a ground glass material as opposed to sandy soil. The aging report was reviewed. Executive Director Acton advised that a buyer for the agricultural mulch has been located and we may be able to move same soon. Board member Davis asked if any mulch had been baled over the summer with the summer help, but he was advised that we have run out of room to store the bales. Funding to ship the bales was discussed.

Landfill Engineer's Report dated July 31, 2019. Copies of this report were distributed to all Board members prior to this meeting and the topics have been covered.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Board Chairman Taylor advised that the agenda items were already covered, but he wanted to note that the Fair was going well.

Solid Waste Committee (Barry Davis) – Committee Chair Davis advised that although there is good progress with the NJDEP regarding the closure/post closure plan, they have requested more information. The Improvement Authority has provided all requested information. He noted that the closure/post closure plan will be included in the Permit when it is renewed. Cell 10 is on schedule. With regard to the fecal coliform matter, there was another violation in March and that is being addressed by the Landfill Engineer. A third letter is being sent to the Permitting Department again requesting that this requirement be removed as it should never have been in the permit in the first place. In addition, the Landfill Engineer is requesting a stay on violations until the matter is resolved. As there has been no response, Committee Chair Davis advised that he is requesting the Landfill Engineer send correspondence to Freeholder Director Ben Laury for his assistance. Executive Director Acton suggested that a contact be made to Senator Sweeney to get the word to as many people as possible. Solicitor Shoemaker advised that the senate is not in session at this time so Senator Sweeney may be inclined to give it his attention. It was noted that the haul truck is fixed and that flare testing was done.

Personnel Committee (Lewis Schneider) – Committee Chairman Lew Schneider was not in attendance.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that there have been no meetings regarding the Finlaw Building. The issue of other tenants using the storage space was discussed and it was noted that, not only did they not remove the stored items by the requested date of July 31 as per the letter sent, there have been more items added. Solicitor Shoemaker advised that he could draft correspondence and advise that if the items are not removed, they may face further legal action. Other recourses were discussed and it was finally decided that the Solicitor is authorized to write a letter to Stand Up for Salem advising them to move the items from the basement space.

With regard to the Glass Building, Committee Chair DiMatteo advised that the resolution regarding this matter is worded in such a way that it appears we are awarding a contract to remodel the Glass Building. Executive Director advised that the original contractor that put up the building already did a scope of work, but he was advised that it needed more detail so that it can be used to go out to bid. He has not yet completed the detailed scope. Solicitor Shoemaker advised that it appeared, from the resolution, that the Improvement Authority was ready to go out to bid; however, it has come to light that the scope of work is not ready and therefore the Authority is not in a position to go out to bid at this time. A general discussion was held regarding how to proceed. It was decided that the specifications would be reviewed by Board member DiMatteo for his approval and once he is satisfied, the Authority would advertise for bids for the remodeling work at the Glass Building. Chairman Taylor advised that this matter would be taken care of when the resolution is introduced.

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 status was discussed under the Ad Hoc Standing Committee report.

NEW BUSINESS

RESOLUTION 2019-51 Authorizing Payment of Bills

(M) Davis (S) DiMatteo to adopt Resolution 2019-51 authorizing payment of bills

Motion carried 3-0.

RESOLUTION 2019-52 Establishing a Fair and Open Process for the Awarding of Conflict Solicitor Services Contract

(M) Davis (S) DiMatteo to adopt Resolution 2019-52 establishing a fair and open process for the awarding of conflict solicitor services contract

Motion carried 3-0.

RESOLUTION 2019-53 Approving Plan Amendment to the SCSWMP for SJAP

(M) Davis (S) DiMatteo to adopt Resolution 2019-53 approving a plan amendment to the SCSWMP for SJAP

Motion carried 3-0.

RESOLUTION 2019-54 Establishing a Fair and Open Process for the Awarding of Building Contractor Services Contract

(M) Davis (S) DiMatteo to adopt Resolution 2019-54 establishing a fair and open process for the awarding of building contractor services contract

Discussion ensued and it was decided that this resolution would not be passed as the specifications are not complete and per the discussion under the Ad Hoc Committee.

Motion not carried 0-3.

RESOLUTION 2019-55 Resolution of the Salem County Improvement Authority Determining the Form and Other Details of its “Note Relating to the Construction Financing Program of the New Jersey Infrastructure Bank”, to be Issued in the Principal Amount of up to \$8,900,000, and Providing for the Issuance and Sale of Such Note to the New Jersey Infrastructure Bank, and Authorizing the Execution and Delivery of Such Note by the Salem County Improvement Authority in Favor of the New Jersey Infrastructure Bank, All Pursuant to the New Jersey Infrastructure Bank Construction Financing Program
(M) Davis (S) DiMatteo to adopt Resolution 2019-55 determining the form and other details regarding a Note for the construction of Cell 10
 Motion carried 3-0.

RESOLUTION 2019-56 Resolution Authorizing the Execution and Delivery of Loan Agreements to be Executed by the Salem County Improvement Authority and Each of the New Jersey Infrastructure Bank and the State of New Jersey, Acting by and Through the Department of Environmental Protection, and Further Authorizing the Execution and Delivery of an Escrow Agreement and a Continuing Disclosure Agreement, if Applicable, All Pursuant to the State Fiscal Year 2020 or Other Year New Jersey Infrastructure Bank Financing Program
(M) Davis (S) DiMatteo to adopt Resolution 2019-56 authorizing execution and delivery of loan agreements regarding Cell 10
 Motion carried 3-0.

RESOLUTION 2019-57 Resolution Approving Modifications to the 2019 Capital Budget Regarding Administration Offices
(M) Davis (S) DiMatteo to adopt Resolution 2019-57 approving modifications to the 2019 Capital Budget regarding remodeling administration offices
 Motion carried 3-0.

Recorded Vote

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

RESOLUTION 2019-58 Resolution Approving Modifications to the 2019 Capital Budget Regarding Loader Rehabilitation
(M) _____ (S) _____ to adopt Resolution 2019-58 approving modifications to the 2019 Capital Budget regarding repair of the haul truck

Recorded Vote

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

MOTION authorizing the Executive Director to incur an expense for specifications for work relating to renovations to the Glass Building, and further authorizing her to go out to bid based on those specifications and subject to approval by the subcommittee Chairman DiMatteo.

(M) Taylor (S) DiMatteo

Motion carried 3-0.

There was a brief discussion regarding the use of an engineer to development the specifications as opposed to a construction contractor developing the specifications. It was noted that all specifications will always have to comply with the Uniform Construction Code as well as local Code.

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 5:39 p.m. on Motion by Taylor with a Second by Davis. Motion carried 3-0.

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