

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
286 Welchville Road, Alloway, NJ
Thursday, November 14, 2019, at 4:30 pm**

The Pledge of Allegiance was recited by all present.

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.

ROLL CALL

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

Julie Acton, Executive Director, Lodie van Tonder, Landfill Manager, Terese Welch, Recording Secretary, and Michael Aimino, Esquire, were present.

MINUTES

Regular meeting of October 10, 2019 – (M) Schneider (S) Bestwick to approve minutes. Motion carried by voice vote of 4-0.

CORRESPONDENCE

Executive Director Acton reported that she received a letter from NJDEP regarding Administrative Consent Order with EA explaining the Notice of Violation was from 2014. Executive Director Acton stated the remaining balance is set for payment.

Executive Director Acton also reported that she received the letter from NJDEP regarding October 17 landfill inspection, she was pleased to announce they passed inspection. She gives credit to Landfill employees.

EXECUTIVE DIRECTOR'S REPORT

Copies of the report was distributed to all members prior to the meeting. Executive Director Acton addressed the following:

- Closure/Post Closure Annual Audit Report
- 2020 Budget as previously discussed
- Document shredding event to be held on November 16, 2019
- Closure/Post-Closure status
- Over 120 days account - DMB Contractors
- Electric Vehicle Charging Station, training and ribbon cutting ceremony was held on October 24th, Salem County Community College site is waiting on Atlantic City Electric to allow access to the transformer for the charging station
- Healthcare Waiver
- Salary and Wages increases
- Excavator is on order and will take 90-120 days
- Fecal Coliform Issue-No new development
- Landfill Cell 10 – Requested loan information has been sent to NJ DEP. Planning and licensing department is requesting additional information as to the type and number of trees to be disposed of for Landfill Cell 10.

Wetlands Mitigation Matter-no new development

286 Welchville Road - Report on the move of the offices for the SCIA's Solid Waste Division.

The following issues are still outstanding:

1. Electronic Sign-Awaiting the Alloway Township Board to schedule appointment with the zoning office to come out and approve. Zoning officer is part time. Vice-Chair Bestwick advised to keep leaving messages. Executive Director Acton referenced that sign cannot scroll and flash; and
2. Fire Alarm and Security Alarm is installed.
3. Public has been notified of address change via newspaper and signage at old building.

SOLICITOR'S REPORT

DMB Contractors-Invoice in the amount over \$10,000 still due and owing. Recommendations were made by Michael Aimino, Esquire to send letter with a draft of Civil Complaint listing the Personal Guarantor as a party, as well, to the contract as a Defendant. Mr. Aimino advised that (i) a civil lawsuit could be filed for judgments less than \$15,000, (ii) it will take 45 days for a hearing to take place, and (iii) filing fees, interest, and nominal attorney's fees may be collected.

DMB Contractor explained to the Executive Director that they are waiting for payment from another job. Committeeman Taylor recommended that we go ahead and file.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed, and it was noted that:

1. Less Landfill revenue came in this month but year to date figure is higher;
2. Convenience center is down;
3. Leachate cost is lower than the last couple of years;
4. Overtime was granted, due to an issue on the landfill. Executive Director Acton reported that there was bubbling and steam rising in the landfill and even though it was recommended by the engineer to cover with 6" of clay, it was decided to cover it with 12"+ of clay and keep it wet. Executed Director Acton sought the advice of 2 independent engineers on advising the DEP and both reported that it was not required at this time. Landfill Manager van Tonder reported that he is continually monitoring the situation and making sure that it is wet. Unfortunately, it is traveling at this time but he is keeping ahead of the steam.
5. Cover expenses are down;
6. Cover revenue is up; and
7. Price per ton is up.

Landfill Engineer's Report dated November 14, 2019. Copies of this report were distributed to all Board members. Executive Director Acton stated that it was covered in her Executive Director's Report.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Chairwoman Bestwick advised that

1. Charging stations are in constant use; and
2. New Solar Project - There will be 2 potential phases: (i) the land around the SCIA new office building located at 286 Welchville Road and (ii) the land surrounding the landfill. The company soliciting this contract is DCO/Marina.

Personnel Committee (Lewis Schneider) – Committee Chairman Schneider advised that Employees are requesting additional sick time and holidays to be consistent with the county.

Landfill Manager van Tonder requested to take a OSHA training course.

Chairman Schneider acknowledged and Executive Director Acton confirmed that employees will be recognized during the Christmas season.

Committee Chairman Schneider commented to allow Executive Director to carry-over 7 hours of personnel time from 2019 into 2020.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that Executive Director Acton covered the outstanding issues. Committee Chairman Taylor confirmed that there was a malfunction of the water softener. Executive Director Acton is getting the water softener serviced. Mr. DiMatteo has played an active part in the office move.

Other Matters:

Committee Chairman Taylor recognized Executive Director Acton and her team for all of the hard work and effort that was put forth in the successful move into the 286 Welchville Road Building from the Landfill location.

Solid Waste Committee (Barry Davis) – Executive Director Acton presented committee with Committee Chairman Davis’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

The Finlaw Building bills was discussed.

NEW BUSINESS

RESOLUTION 2019-70 Authorizing Payment of Bills

(M) Schneider (S) Bestwick to adopt Resolution 2019-70 authorizing payment of bills
Motion carried 4-0

RESOLUTION 2019-71 Setting Healthcare Waiver Compensation for CY2020

(M) Schneider (S) Bestwick to adopt Resolution 2019-71 setting healthcare waiver compensation for CY2020
Motion carried 4-0

RESOLUTION 2019-72 Accepting Closure-Post Closure Audit

(M) Schneider (S) Bestwick to adopt Resolution 2019-72 accepting closure-post closure audit
Roll call vote 4-0

Name/Title	Aye	Nay	Absent	Abstain
Chairman Cordy Taylor	X			
Vice Chair, Susan Bestwick	X			
Treasurer Lew Schneider	X			
Secretary Barry Davis			X	
Alt. Sec. Treasurer Steven DiMatteo	X			

RESOLUTION 2019-73 Approving Salary & Wage Increases

(M) Schneider (S) Bestwick to adopt Resolution 2019-73 approving salary & wage increases
Motion carried 4-0

RESOLUTION 2019-74 Adopting 2020 Budget

(M) Schneider (S) Bestwick to adopt Resolution 2019-74 Adoption of SCIA 2020 Budget

Roll call vote 4-0

Name/Title	Aye	Nay	Absent	Abstain
Chairman Cordy Taylor	X			
Vice Chair, Susan Bestwick	X			
Treasurer Lew Schneider	X			
Secretary Barry Davis			X	
Alt. Sec. Treasurer Steven DiMatteo	X			

RESOLUTION 2019-75 Approval 7 hours Personal Carry-Over Time for Executive Director

(M) Schneider (S) Bestwick to adopt Resolution 2019-75 approval 7 hours personal carry-over time for Executive Director

Motion carried 4-0

MOTION Hiring Seasonal Laborer

(M) Schneider (S) Bestwick to adopt Motion to Hire Seasonal Laborer

Executive Director Acton requested to hire seasonal laborer. Committee Chairman Schneider agreed to the motion as long as (1.) It was only for 60 days; 2. 10-12 hours per week; and (2.) The hourly rate is at current minimum wage at the time of employment.

Motion carried 4-0

PUBLIC COMMENT

None.

EXECUTIVE SESSION

(M) Bestwick (S) Schneider to adopt Resolution 2019-76

Matters involving employee contract bargaining agreement.

Motion carried 4-0

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 5:35p.m. on Motion **(M) Schneider (S) Bestwick**.

Motion carried 4-0

Respectfully submitted,

/S/ Terese J. Welch

Terese J. Welch

Temporary Recording Secretary