

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
286 Welchville Road, Alloway, NJ
Thursday, December 12, 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	Present
Bestwick, Susan	Present
DiMatteo, Steven	Present

Julie Acton, Executive Director, Lodie van Tonder, Landfill Manager, Florence Beckett, Recording Secretary, Michael Aimino, Esquire, and Edward Ramsey, member of the public, were present.

MINUTES

Regular meeting of November 14, 2019 – (M) Bestwick (S) Schneider to approve minutes. Motion carried by voice vote of 5-0.

CORRESPONDENCE

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

Bond petition for Landfill Cell 10 was approved. Still require design to be approved by DEP. Bids cannot be requested until the designs are approved.

A conference call will take place next week and Committee Chairman Davis will participate.

Letters from Oldman Township and Quinton Township were submitted.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that

Document shredding was held on November 16, 2019.

Electric Vehicle Charging Station site for Salem Community college is still waiting for approval by Atlantic City Electric.

Excavator is on order and is expected to arrive by March, 2020

Solar Project Marina is working on design, layout and proposal.

Welchville Building-

Electronic Sign-being designed and waiting for construction approval.

Existing generator will be hooked up on 12/16/19 and hooked up. It will be used for heat, air, computers, lights, etc.

Staff training for the fire alarm and security alarm system will be on 12/13/19.

Chemours Late Fees - Issue with Chemours not paying bills on time and incurring late fees totaling \$1,854 since October, 2018. Chemours was notified and responded that they do not pay

late fees. Chairman Taylor stated that he would like them to be contacted and ask them to put into writing the extenuating circumstances for which they cannot provide timely payments.

DMB Contractors-Attorney, Michael Aimino reported that a complaint was sent to DMB Contractors requiring a response within 7 days. If DMB does not respond, and we receive a judgment, it is a high likelihood of success to receive payment since we have a personal guaranty.

SOLID WASTE REPORTS

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

1. This month's landfill tonnage decreased
2. Landfill fee per ton increased;
3. Leachate cost decreased due 19.25 inches less of rain received this year;
4. Beneficial soil income increased;
5. Cover expenses are up because we need more sand on the working face; and
6. Density is down due to working on slopes.

Landfill Engineer's Report dated December 12, 2019. Copies of this report were distributed to all Board members.

The landfill weeping/bubbles have subsided and is no longer an issue.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Chairwoman Bestwick advised that relevant matters were covered under the Executive Director's Report.

Personnel Committee (Lewis Schneider) – Committee Chairman Schneider advised that the part-time workers were approved, hired, and are set to begin.

Ad Hoc Committee (Steven DiMatteo) – Committee Chairman DiMatteo advised that there are options for 52 McKillip Road offices and deferred to Attorney Michael Aimino. Attorney Michael Aimino handed out a Memorandum based on a conversation with Tim Kiel stating:

-If SCIA would like to sell off the contents of the building privately then each article must be sold for less than \$6,000 as per NJ law.

-If an article is worth more than \$6,000, then it requires advertisement.

Chairman Taylor asked for a list of the contents and then they would put it for a vote on the various options. Committee Chairwoman Bestwick asked if items could be donated if not sold. Committee Chairman DiMatteo stated that a clause needs to be included to state that SCIA will not be held responsible for any harm, injury, or damage. Contractor is responsible for removal of article that is sold. Permits to be discussed with contractor.

Solid Waste Committee (Barry Davis) – Committee Chairman Davis advised that weeping looks good. Solid waste permit is approved by Janis, NJDEP and now with her Supervisor, Marianne. Committee Chairman Davis stated that questions were asked and answered. After approval, the permit is valid for 5 years from the date of approval and only 1 fee is required.

For Cell 10, approval of permit will be needed before going out to bids.

Fecal coliform sent to the appropriate Freeholder and Senator Sweeney's office. No response as of today.

Gas collection system for landfill cell 10 & 11 were discussed.

Mr. Lodie van Tonder reported:

NJDEP Landfill Inspection was completed on 11/22/19. The landfill received 4 written violations. A response is due in 30 days.

1. Failure to Control Litter
2. Failure to Maintain Grade Thickness
3. Abundancy of Birds
4. Inadequate Rain cover on backside

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

NEW BUSINESS

RESOLUTION 2019-76 Authorizing Payment of Bills

(M) Bestwick (S) Davis to adopt Resolution 2019-76 authorizing payment of bills

Payment by (i) check in the amount of \$332,572.91; (ii) electronic payment in the amount of \$8,688.92; and (iii) manual check in the amount of \$0.

Discussion: Adams Moving services \$1272.00 was less than the proposal

Alaimo Engineer landfill cell 10 planning and design is about 75% completed

County of Salem 2019 appropriation \$160,483.00

Tri Mark Building Contractors – see resolution regarding change orders, under budget

Motion carried 5-0.

RESOLUTION 2019-77 Authorizing Change Order #1 and Change Order #2 to the contract for 286 Welchville Road Building Renovations

(M) Davis (S) Bestwick to adopt Resolution 2019-77 authorizing change order #1 and change order #2 to the contract for 286 Welchville Road Building Renovations

Motion carried 5-0.

RESOLUTION 2019-78 Adopting a Domestic Violence Policy

(M) Bestwick (S) Davis to adopt Resolution 2019-78 adopting a domestic violence policy

Motion carried 5-0.

RESOLUTION 2019-79 Resolution Authorizing Executive Session

(M) Schneider (S) DiMatteo to adopt Resolution 2019-79 authorizing executive session

Motion carried 5-0.

RESOLUTION 2019-80 Approving Executive Director Employment Agreement/Contract

(M) Bestwick (S) Schneider to adopt Resolution 2019-80 Approving Executive Director Employment Agreement/Contract

Roll call vote 5-0

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			

PUBLIC COMMENT

Ed Ramsey commented about the building located at 52 McKillip Road, Alloway, NJ.

EXECUTIVE SESSION

(M) **Bestwick** (S) **Schneider** to adopt Resolution 2019-80

Matter involving Executive Director Employment Agreement/Contract.

Motion carried 5-0

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 6:00 p.m. on Motion by **DiMatteo** with a Second by **Schneider**. Motion carried 5-0.

Respectfully submitted,

/s/ Terese J. Welch

Terese J. Welch

Temporary Recording Secretary