

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
286 Welchville Road, Alloway, NJ**

Thursday, September 10, 2020, 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. Chairman Taylor then read the Open Public Meetings Act statement.

ROLL CALL

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

Julie Acton, Executive Director, Lodie van Tonder, Landfill Manager, Florence Beckett, Recording Secretary, Michael Aimino, Esquire, and Timothy Kiel, CPA, were present.

MINUTES

Regular meeting of August 13, 2020 – (M) Bestwick (S) Davis to approve minutes. Motion carried by voice vote of 5-0.

PRESENTATION

At this point there was a discussion by Tim Kiel, CPA, regarding retiree health benefits wherein he gave a general overall presentation regarding the different types of plans that are available. He gave information regarding the potential costs as well. It was decided that a committee would be formed and in the event it is decided that more detailed information is needed, that committee will get in touch with the insurance company.

CORRESPONDENCE

The letter to the Department of Treasury, Division of Taxation, Offset Program regarding and unwarranted penalty was discussed. Executive Director Acton advised that the tax was paid in 2012 and that the report was filed in 2016. SCIA is requesting an abatement of this penalty.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the inbound scale broke down on Saturday and same was repaired on Tuesday. The preliminary 2021 operating and capital budgets were reviewed and Executive Director Acton highlighted some of the accounts that had increases or decreases. She advised that overall the budget will be balanced.

Executive Director Acton advised that two employees went to the records retention area of the Finlaw Building and discovered that the space was again being used for storage, that the carpets were stained and pest traps were full. She noted that a letter to Stand Up For Salem was sent advising them that was unacceptable and requesting that they move the items. SCIA is requesting their rental area be painted, the carpet be replaced the carpet and the area treated for pests. With regard to the electric vehicle charging

station, Executive Director Acton advised that she received the zoning permit application. She noted that she has a telephone conference with the NJDEP regarding the exposed geomembrane cover on Friday, September 11.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed. It was noted that Covid-19 continues to affect landfill revenue. There was no NJDEP inspection; however, the Salem County Health Department did inspect.

Board member Schneider requested to know the reason for the low landfill density and Landfill Manager van Tonder advised that was because of the work currently being done on the slopes and they are currently pushing down. That area does not compact well. It was also noted that leachate costs have been down and the new cover will also help to control that.

Landfill Engineer's Report dated September 3, 2020. Copies of this report were distributed to all Board members.

STANDING COMMITTEE REPORTS

Solid Waste Committee (Barry Davis) – Committee Chairman Davis advised that with regard to the geomembrane, the design was received by the State on August 13 and there is a telephone conference with them on September 11 to discuss same. The bid package should be ready for Board approval to advertise in October and a November award of the bid. There has been no movement regarding the fecal coliform matter or the Stormwater Discharge Permit and same expired August 30. It was noted that we continue to report as required by the permit. With regard to the gas collection system, work is scheduled to begin on Monday, September 14. With regard to Cell 10, they are a couple of days behind, but they will be ready to install the liner on September 23. There is a possibility of a change order regarding the discovery of a communication line cable for the leachate tanks that may need to be moved and a section of glass was discovered that needed to be removed. Board member Bestwick asked if there were any communication problems between the Landfill Engineer and the contractor and she was advised that none had been reported.

Executive Committee (Susan Bestwick) – Vice Chair Bestwick advised that she had nothing to add to what was already covered.

Personnel Committee (Lewis Schneider) – Committee Chairman Schneider advised that his items will be discussed in closed session.

Ad Hoc Committee (Steven DiMatteo) – Committee Chair DiMatteo advised that everything has been discussed.

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 during the Executive Director portion of the meeting.

NEW BUSINESS

RESOLUTION 2020-72 Authorizing Payment of Bills

(M) Davis (S) Bestwick to adopt Resolution 2020-71 authorizing payment of bills
Motion carried 5-0.

RESOLUTION 2020-73 Authorizing tabling of the resolution regarding the Purchase of a Landfill Gas Compressor

(M) Davis (S) Bestwick to table Resolution 2020-73 authorizing the purchase of a landfill gas compressor
Motion carried 5-0.

RESOLUTION 2020-74 Authorizing the Advertisement of Request for Proposals Under a Fair and Open Process for Analytical Sample Collection and Testing of Water and Wastewater

(M) Davis (S) Bestwick to adopt Resolution 2020-73 authorizing the advertisement of request for proposals under a fair and open process for analytical sample collection and testing of water and wastewater
Motion carried 5-0.

MOTION approve a write-off of unpaid balance due regarding Property Links account in the amount of \$1,297.47

(M) Bestwick (S) Davis to write off unpaid balance for Property Links
Motion carried 5-0.

MOTION approve a write-off of unpaid balance due regarding Thomas F. Corbett Associates, LLC in the amount of \$1,380.92

(M) Bestwick (S) Davis to write off unpaid balance due for Thomas F. Corbett
Motion carried 5-0.

MOTION approve a write-off of late fees in the amount of \$19.92 regarding PH Recycling, LLC

(M) Davis (S) Bestwick to approve a write-off of late fees for PH Recycling
Motion carried 5-0.

MOTION to refund the account balance of \$967.60 to ISE America

(M) Bestwick (S) Davis to write off the account balance for ISE America
Motion carried 5-0.

Board member Barry Davis left the meeting at this time.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

RESOLUTION 2020-75 Authorizing Executive Session

(M) Davis (S) Bestwick to adopt Resolution 2020-75 authorizing executive session
Motion carried 5-0.

MOTION to end Executive Session

(M) DiMatteo (S) Bestwick to end Executive Session
Motion carried 4-0.

MOTION to authorize the Solicitor to draft letters to Advance Scale and to the vendor and manufacturer regarding the Bomag as discussed with drafts going to the Executive Director prior to mailing
(M) Bestwick (S) Schneider to draft letters to Advance Scale and Bomag's vendor and manufacturer
Motion carried 4-0.

The Executive Director request compensation in recognition of the employees' efforts to keep SCIA moving forward during the pandemic.

MOTION to authorize the Executive Director to provide one day off to each SCIA employee at her discretion to be taken by December 31, 2020, in recognition of the employees' efforts to keep SCIA moving forward during the pandemic.

(M) Bestwick (S) Schneider to offer one day off to each employee at her discretion to be taken by December 31, 2020, in recognition of the employees' efforts to keep SCIA moving forward during the pandemic.

Motion carried 4-0.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 6:34 p.m. on Motion by **DiMatteo** and a Second by **Bestwick**. Motion carried 4-0.

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