

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

Thursday, November 12, 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 |
| Bestwick, Susan | Present |
| DiMatteo, Steven | Present |

Julie Acton, Executive Director, Lodie van Tonder, Landfill Manager, Florence Beckett, Recording Secretary, and Michael Aimino, Esquire, were present. Terry Dennen, Esquire, also attended.

MINUTES

Regular meeting of October 8, 2020 – (M) Bestwick (S) Davis to approve minutes. Motion carried by voice vote of 5-0.

CORRESPONDENCE

A thank you note was received from the South Jersey Land and Water Trust for the recycling presentation. They were very pleased with the program. It was noted that SCIA received a letter regarding the audit requirements, a letter advising of a new recycling facility's interest in coming to the county and a letter from the DEP advising that SCIA passed the Air Compliance inspection.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the 2021 Budget is on the agenda for adoption at this meeting. She noted that the Department of Community Affairs had two questions which were answered and they then signed off on the introduced Budget. Executive Director Acton advised that there was a 2.5% decrease in the cost of health benefits for 2021, there was no increase in dental and prescription stayed the same as well. The healthcare waiver resolution for 2021 is on the agenda. She noted that there were some budget transfers between line items, but resolutions were not necessary as these transfers were within the same accounting line items. She advised that the construction and zoning permits were received from Carneys Point for the electric vehicle charging station and the station itself has been ordered. The compressor was ordered and was received. DCO will be doing the electrical and plumbing work.

With regard to the resolution for the Administrative Action for the Monarch to Miller name change, that closing did not take place so it would be necessary to table that resolution until the closing happens.

Executive Director noted that the new workplace2COVID guidelines required by Governor Murphy are in place at SCIA which include temperature checks upon arriving at work, no more than 5 people in the lunchroom at a time, masks are provided and must be worn, and employees must stay 6 feet apart from each other.

With regard to recycling and Clean Communities, the shredding event will take place as scheduled on November 21 from 9 to noon, Salem County schools received a virtual litter abatement program, Parvin State Park Appreciation was highlighted in a newspaper article for their dedication to the Adopt-a-Road program and an article was published thanking the Salem County Health Department for their work in tracking down a construction company that illegally dumped construction debris in Alloway Township.

SOLID WASTE REPORTS

Landfill Statistical Report. The Statistical Report was reviewed and it was noted that revenue is down due to the municipalities bringing in waste at lower rate. In addition, approximately 4.5 more inches of rain fell this month and therefore more leachate produced. Year to date beneficial cover income increased, but there was a need to purchase some cover due to what is needed on the landfill.

Landfill Engineer's Report dated November 10, 2020. Copies of this report were distributed to all Board members. It was noted that everything contained in this report will be covered under other areas.

Board member Schneider requested to know why compaction was down and Landfill Manager Lodie van Tonder advised that it is due to where the trash is in the landfill. Currently the trash is being pushed down on the side slopes. Ideally it should be pushed up. Landfill Manager van Tonder then explained how to interpret the GPS report that is generated by the compactor. He advised that the GPS report provides a wealth of information such as compaction, how the machine is running, idling time, hours it is working and it also produces a 3D image of the landfill.

At this time, Executive Director Acton advised that there have been several inspections and inspector made note that a NOV would be coming for trash. This came about because when wells were drilled for construction of the methane gas collection system, trash was removed and then placed on the ground. Since the work on the wells was ongoing, the trash was not completely covered. Due to the circumstances, SCIA will appeal this NOV, as it is improper.

STANDING COMMITTEE REPORTS

Solid Waste Committee (Barry Davis) – Committee Chairman Davis advised that bids were opened for installation of the exposed geomembrane cover and the job will be awarded to Abbonizio at this meeting. The cover material is included in the bid and it is for the color black. A bid is being prepared for quality assurance services for this project. The gas collection system is on track to be finished the first week in December. They are approximately one week behind since three vacuum headers was crushed and must be replaced.

With regard to Cell 10, they are working on the liner, then the pump houses, then the sand layer for leachate and pipe work for the leachate collection. They are about one week behind due to the weather and that means they will be done the first week in January 2021.

There was a pending change order for replacement of the communication line that was inadvertently cut as it was in the stormwater drainage area. The repair will be \$48,651.15 and Executive Director Acton advised that it needs to be done as soon as possible. She requested a Motion to move forward on this and then memorialize the ~~Acton~~ action with a resolution in December. A letter is being prepared by the

engineer outlining the issue. In addition, glass was found and that will cost approximately \$2,000. Due to the heavy rains, some of the sand from the side walls washed into Cell 10 and had to be removed. The cost of this is not yet known, but it will be the responsibility of SCIA to pay for that additional work.

The Stormwater Discharge Permit has still not been received and same expired in August. It was noted that the DEP has been reminded about this twice. Solicitor Aimino advised that another letter should be sent to the DEP.

The Delcora permit expires on April 30, 2021. The renewal permit application was submitted on October 30, 2020.

Executive Committee (Susan Bestwick) – Vice Chair Bestwick advised that everything on the committee’s agenda will be covered during the meeting.

Personnel Committee (Lewis Schneider) – Committee Chairman Schneider advised that he is very pleased that the health insurance cost has been reduced by 2.5% for 2021. He advised that the fact that it did not go up and actually went down is a win all the way around.

Ad Hoc Committee (Steven DiMatteo) – Committee Chairman DiMatteo advised that he has nothing to add.

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, it was noted that there is a meeting on November 28 with the State of New Jersey. Talks have been about refinancing and lease extensions; it was made clear that SCIA is not interested in extending the lease agreement.

It was noted that the condition of the rental space is terrible, and it is not in any condition to be rented to a third party if one were found. Committee member Bestwick asked for an explanation regarding the item on the monthly invoice “tenant expense reimbursement”. Executive Director Acton advised that represents each tenant’s apportioned share of the monthly expenses for the building.

NEW BUSINESS

RESOLUTION 2020-83 Authorizing Payment of Bills

(M) Davis (S) Bestwick to adopt Resolution 2020-83 authorizing payment of bills

Chairman Taylor highlighted some payments such as to Wyndham and to the County of Salem.

Motion carried 5-0.

RESOLUTION 2020-84 Authorizing Change Order #1 Regarding Installation and Construction of Expansion of the Methane Gas Collection System

(M) Davis (S) Bestwick to adopt Resolution 2020-84 authorizing Change Order #1 regarding installation and construction of expansion of the methane gas collection system

Motion carried 5-0.

RESOLUTION 2020-85 Setting 2021 Healthcare Waiver Compensation

(M) Schneider (S) Bestwick to adopt Resolution 2020-85 setting 2021 Healthcare Waiver Compensation

Motion carried 5-0.

RESOLUTION 2020-86 Approving 2021 Salary and Wage Increases for Employees

(M) Schneider (S) Bestwick to adopt Resolution 2020-86 approving 2021 salary and wage increases for employees

Motion carried 5-0.

RESOLUTION 2020-87 Amending a Tariff for the Solid Waste Division

(M) Bestwick (S) Davis to adopt Resolution 2020-87 amending a tariff for the Solid Waste Division

Executive Director Acton expressed her thanks to Terry Dennen, Esquire, for his work on this project. Mr. Dennen noted that none of the items that were changed required any prior approval from the DEP.

Motion carried 5-0.

RESOLUTION 2020-88 Approving an AA Regarding Monarch Name Change

(M) Bestwick (S) Davis to TABLE Resolution 2020-88 approving an AA regarding Monarch name change

Motion carried 5-0.

RESOLUTION 2020-89 Authorizing the award of a contract to provide labor, material and equipment for the construction and installation of the exposed geomembrane cover

(M) Davis (S) Bestwick to adopt Resolution 2020-89 approving an award of a contract for the construction and installation of the exposed geomembrane cover

Motion carried 5-0.

RESOLUTION 2020-90 Accepting the Sanitary Landfill Closure Escrow Fund Audit

(M) Bestwick (S) Davis to adopt Resolution 2020-90 accepting the Sanitary Landfill Closure Escrow Fund Audit

Recorded Vote

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

Motion carried 5-0.

RESOLUTION 2020-91 Adopting 2021 Budget

(M) Bestwick (S) Davis to adopt Resolution 2020-88 adopting the 2021 Budget

Motion carried 5-0.

Recorded Vote

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

Motion carried 5-0.

RESOLUTION 2020-92 Approving Personal Time Carryover for Executive Director

(M) Bestwick (S) Davis to adopt Resolution 2020-92 approving personal time carryover for Executive Director

Motion carried 5-0.

RESOLUTION 2020-93 Authorizing Change Order #2 to the Contract for Construction and Installation of Expansion of the Methane Gas Collection System

(M) Davis (S) Bestwick to adopt Resolution 2020-93 authorizing Change Order #2 for construction and installation of the methane gas collection system

Motion carried 5-0.

RESOLUTION 2020-94 Amending the Salem County Improvement Authority's Tariff to Adjust Tipping Fees for 2021

(M) Bestwick (S) Davis to adopt Resolution 2020-94 amending the tariff to adjust tipping fees for 2021

Motion carried 5-0.

MOTION to approve 2021 holiday schedule

(M) Bestwick (S) Davis to approve the 2021 holiday schedule

Committee member Schneider asked if Juneteenth was a state holiday. It was researched by Committee member Bestwick. That holiday was put into effect in September 2020 and it only applies to State employees.

Motion carried 5-0.

PUBLIC COMMENT

None.

EXECUTIVE SESSION

RESOLUTION 2020-95 Authorizing Executive Session

(M) Bestwick (S) Davis to adopt Resolution 2020-95 authorizing Executive Session

Motion carried 5-0.

Board member Schneider left the meeting at 6:20

MOTION to authorize the emergency repair to the communication line in the approximate amount of \$48,000

(M) Bestwick (S) Davis to authorize the emergency repair to the communication line

Motion carried 4-0.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 6:39 p.m. on Motion by **DiMatteo** and a Second by **Davis**. Motion carried 4-0.

Respectfully submitted,

/s/ Florence E. Beckett

Florence E. Beckett

Recording Secretary