

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY
SOLID WASTE DIVISION CONFERENCE ROOM
286 Welchville Road, Alloway, New Jersey 08001**

Thursday, January 13, 2022, at 4:30 pm

Cordy Taylor called the meeting to order at 4:30 pm and read the Open Public Meetings Act statement. The Pledge of Allegiance was recited by all present.

ROLL CALL

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

Julie Acton, Executive Director, Parker Smith, Landfill Manager, Florence Beckett, Recording Secretary, and Michael Aimino, Esquire were present.

MINUTES

Regular meeting of December 9, 2021

(M) Bestwick (S) Schneider to approve minutes.

Motion carried by voice vote of 5-0.

CORRESPONDENCE

Executive Director Acton noted correspondence consisted of a letter from the NJDEP approving the name change from South Jersey Agricultural Products to OldCastle Lawns and Landscapes.

EXECUTIVE DIRECTOR'S REPORT

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that with regard to the customer again report, Dephi Engineering continues to make payments and she is pleased with the progress they are making. There is a resolution on the agenda for change order #1 for the Flare Control Panel Upgrade. There is a need to install two motors that were previously purchase and to wire the transformer due to missing pages in the bid specifications. The water truck bid opening took place on January 5 and there is a resolution on the agenda to award this bid. The landfill compactor is getting the required upgrades and its expected delivery date is January 19. TANA is preparing a press release and there will be a small opening on January 24, 2022, at 3:30PM. The boiler in the warehouse was replaced as it stopped working, the fascia and gutters on the building have been replaced and repaired, and a contractor has been selected to build the Landfill Manager's office. SCIA is currently looking to replace the backhoe and a landfill truck and the new insurance proposal has been received. There was an increase in the premium due to cyber crime coverage. The networking event regarding the Bag Ban Law has been moved to April 7 from January 20 due to covid. There is a resolution on the agenda to approve the expense to print and mail the countywide recycling and litter abatement and a sample flyer was reviewed. The State of the County event is being held at Creekside Inn in Woodstown.

SOLID WASTE REPORTS

Landfill Statistical Report, Engineer's Report and Landfill Manager's Report. Copies of these reports were distributed to all members prior to the meeting and Executive Director Acton advised that landfill tonnage revenue was down for the month of December, but the yearend revenue ended up vs. the year before. Leachate cost was down \$300,000 compared to 2020. Cover expense was zero. Beneficial soil revenue definitely pays for the additional help needed in the scale house. There was a DEP inspection and it was very good with the exception of a small amount of trash on Cell 4, which was corrected.

STANDING COMMITTEE REPORTS

Executive Committee (Susan Bestwick) – Committee Chairman Bestwick advised that their discussion centered mostly around the potential for creation of the new Economic Development office for the County.

Ad Hoc Committee (Steven DiMatteo) – Committee Chairman DiMatteo advised that he has no updates at this time.

Personnel Committee (Lewis Schneider) – Committee Chairman Schneider asked a couple of questions regarding the hiring of the seasonal laborers and advised he had nothing else to discuss at this time.

Solid Waste Committee (Barry Davis) – Committee Chairman Davis advised that the EGC repair had commenced and he requested the Landfill Engineer be present when the cutting of the liner takes place. The training on the flare control panel has not happened yet due to some “bugs” with the flare, but the Landfill Manager advised that the flare should be restarted on Friday, January 14. The Landfill Engineer did not find any additional sources of the fecal contamination and “the ball is in the State’s court” now. Committee Chairman Davis advised that there would be a visit to Cape May County to view their EGC in February unless there is snow.

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

Finlaw Building still needs to be rented.

NEW BUSINESS

RESOLUTION 2022-01 Authorizing Payment of Bills

(M) Bestwick (S) Schneider to adopt Resolution 2022-01 authorizing payment of bills (see attached bill list)

It was noted that there is a manual check that is a penalty regarding an improperly filed 1099 by the fee accountant and Executive Director Acton will be pursuing reimbursement from that office.

Motion carried 5-0.

RESOLUTION 2022-02 Authorizing Change Order #1 regarding the flare control panel

(M) Bestwick (S) Schneider to adopt Resolution 2022-02 authorizing change order #1 regarding the flare control panel upgrade

Motion carried 5-0.

RESOLUTION 2022-03 Authorizing Advertising for Bids for Collection, Recycling and/or Disposal for the Household Hazardous Waste Collection Program

(M) Schneider (S) Davis to adopt Resolution 2022-03 authorizing Advertising for Bids for Collection, Recycling and/or Disposal for the HHW Collection Program

Motion carried 5-0.

RESOLUTION 2022-04 Authorizing Application for the 2022 Recycling Enhancement Act Tax Grant

(M) Schneider (S) Bestwick to adopt Resolution 2022-04 authorizing application for the 2022 REA Grant

Motion carried 5-0.

RESOLUTION 2022-05 Authorizing Receipt of 2022 Clean Communities Grant

(M) Bestwick (S) Schneider to adopt Resolution 2022-05 authorizing receipt of the 2022 Clean Communities Grant

Motion carried 5-0.

RESOLUTION 2022-06 Approving an Extension of the Contract Between the Salem County Improvement Authority and ALS Group USA, Corp.

(M) Bestwick (S) Schneider to adopt Resolution 2022-06 authorizing an extension of the contract with ALS Group USA, Corp.

Motion carried 5-0.

RESOLUTION 2022-07 Resolution Authorizing the Purchase of a Pick-up Truck Through a State Contract in Accordance with N.J.S.A. 40A:11-12.

(M) Bestwick (S) Schneider to adopt Resolution 2022-07 authorizing purchase of a pick-up truck through state contracts

Board member Schneider asked which truck was being replaced to be sure it was not the one that had just been fixed. He was advised that this truck would be replacing the 2004 landfill truck.

Motion carried 5-0.

RESOLUTION 2022-08 Resolution Authorizing the Award of Bid for a Water Truck

(M) Davis (S) Bestwick to adopt Resolution 2022-08 authorizing award of the bid for a water truck

Bid amounts were discussed and it was noted that the budget for this truck was \$150,000 and the highest bid was over \$200,000

Motion carried 5-0.

RESOLUTION 2022-09 Authorizing the Use of Clean Communities Grant and REA Grant for Funding of the Countywide Litter Abatement and Recycling Flyer

(M) Bestwick (S) Schneider to adopt Resolution 2022-09 authorizing the use of the Clean Communities and REA Grants to fund the countywide recycling and litter abatement flyer

Board member Schneider asked if postage was included in the amount and the answer is yes.

Motion carried 5-0.

RESOLUTION 2022-10 Resolution to Amend 2021 Solid Waste Division Budget for the Clean Communities Grant Program

(M) Bestwick (S) Schneider to adopt Resolution 2022-10 amending the 2021 SWD Budget for the Clean Communities Grant Program

Board member Bestwick requested to know why there is a yearly resolution to amend the budget for receipt of the Clean Communities funds. It was explained that the funding for this grant comes from taxes collected from sale of litter producing products and therefore there is no way to determine the exact

amount that will be distributed until the tax has been collected and distributed to the counties and municipalities.

Motion carried 5-0.

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

MOTION to hire three seasonal laborers

(M) Schneider (S) Bestwick to hire three seasonal laborers

It was noted that we currently have two seasonal laborers.

Motion carried 5-0.

MOTION to authorize the Executive Director to present the attached memo regarding the formation of the Salem County Office of Economic Development to the Board of Commissioners

(M) Bestwick (S) Davis to authorizing the Executive Director to present the attached memo regarding the formation of the Salem County Office of Economic Development to the Board of Commissioners

Board member Schneider requested to know if this would cost money to SCIA, and the answer was no. The pros and cons were discussed at length, and it was reiterated that this project should not be a cost burden to SCIA.

Motion carried 5-0.

MOTION to extend vacation carryover past March 31, 2022

(M) Schneider (S) Bestwick to extend vacation carryover past March 31, 2022

Motion carried 5-0.

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 5:55 on Motion by **Davis** with a Second by **Schneider**. Motion carried 5-0.

Respectfully submitted,

/s/ Florence E. Beckett

Florence E. Beckett

Recording Secretary

January 12, 2022
02:14 PM

SALEM COUNTY IMPROVEMENT AUTHORITY
Check Register By Check Date

Page No: 1

Range of Checking Accts: CLEARING2 to CLEARING2 Range of Check Dates: 01/13/22 to 01/13/22
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
CLEARING2		SOLID WASTE		
9935	01/13/22	ACCBUSIN ACC BUSINESS	498.10	1551
9936	01/13/22	AIMINO AIMINO & DENNEN, LLC	1,125.00	1551
9937	01/13/22	AIRTEMP AIR TEMP PLUMBING, HEATING/MECH	9,000.00	1551
9938	01/13/22	ALAIMOGR ALAIMO GROUP	6,069.80	1551
9939	01/13/22	ALLOWAY ALLOWAY PIZZA	82.87	1551
9940	01/13/22	AMCSGROU AMCS GROUP INC	3,241.30	1551
9941	01/13/22	ANALYTIC ALS ENVIRONMENTAL	204.00	1551
9942	01/13/22	ANJHWC ANJHWC C/O MIDDLESEX CNTY	75.00	1551
9943	01/13/22	ANJR ASSOCIATION OF NJ RECYCLERS	165.00	1551
9944	01/13/22	ARAMSCO ARAMSCO, INC.	275.77	1551
9945	01/13/22	ATLANTIC ATLANTIC CITY ELECTRIC	1,124.23	1551
9946	01/13/22	ATT AT&T MOBILITY	40.91	1551
9947	01/13/22	BOBBITSS BOBBIT'S SEAMLESS GUTTERS	4,788.00	1551
9948	01/13/22	BSAFEINC B SAFE, INC.	296.30	1551
9949	01/13/22	CARBONIN CARBON INDUSTRIAL SERVICES	4,956.00	1551
9950	01/13/22	CASIEGAR CASIE GARTON	13.78	1551
9951	01/13/22	CHDISPOS C&H DISPOSAL SERVICE INC.	20,045.56	1551
9952	01/13/22	CITYOFBR CITY OF BRIDGETON	150.00	1551
9953	01/13/22	CLASSICT CLASSIC TOUCH EMBROIDERY	547.50	1551
9954	01/13/22	CLEANCOM CLEAN COMMUNITIES ACCT#6000	68.25	1551
9955	01/13/22	COUNTYOF COUNTY OF SALEM	200.94	1551
9956	01/13/22	CUBSCTP5 CUB SCOUT PACK 5	400.00	1551
9957	01/13/22	DELCORA DELCORA	6,900.75	1551
9958	01/13/22	EDNGOVTE EDMUNDS GOVTECH	5,536.25	1551
9959	01/13/22	ELDERSE ELDER'S SERVICE CO LLC	212.50	1551
9960	01/13/22	ELMERTIM ELMER TIMES	24.00	1551
9961	01/13/22	FULTONFI FULTON FINANCIAL ADVISORS	17,729.48	1551
9962	01/13/22	G3SERVIC G3 SERVICES LLC	1,465.14	1551
9963	01/13/22	GARDENOF GARDEN OF EDEN FLOWER SHOP	67.99	1551
9964	01/13/22	GARDENST GARDEN STATE HIGHWAY PRODUCTS	244.00	1551
9965	01/13/22	GRAINGER GRAINGER	3,436.86	1551
9966	01/13/22	GREENTEC GREEN TECHNOLOGY SERVICES	384.52	1551
9967	01/13/22	GTMIDATL GT MID ATLANTIC	475.20	1551
9968	01/13/22	GUARDIAN GUARDIAN	738.76	1551
9969	01/13/22	INGERSOL INGERSOLL-RAND CO	8,527.38	1551
9970	01/13/22	ITALKITC ITALIAN KITCHEN	407.86	1551
9971	01/13/22	JESSICAB JESSICA BISHOP	333.34	1551
9972	01/13/22	JULIEACT JULIE ACTON	199.50	1551
9973	01/13/22	KARRYKLE KARRYKLEAN	5,558.00	1551
9974	01/13/22	KEENCOMP KEEN COMPRESSED GAS	139.80	1551
9975	01/13/22	KYOCERA KYOCERA DOCUMENT SOL AME	131.86	1551
9976	01/13/22	MELECTRI MANNINGTON ELECTRIC	3,485.00	1551
9977	01/13/22	NJADVANC NJ ADVANCE MEDIA	112.40	1551
9978	01/13/22	NJADVME NJ ADVANCE MEDIA	1,150.13	1551
9979	01/13/22	NJDIVISI NJ DIVISION OF FISH & WILDLIFE	22.00	1551
9980	01/13/22	PANKOK TOM PANKOK & SONS, LLC	1,483.50	1551
9981	01/13/22	PARKERSM PARKER SMITH	13.44	1551
9982	01/13/22	PARNEL PARNEL BIOGAS INC	15,861.50	1551
9983	01/13/22	PITNEYBO PITNEY BOWES GLOBAL FIN SRVCS	307.62	1551

January 12, 2022
02:14 PM

SALEM COUNTY IMPROVEMENT AUTHORITY
Check Register By Check Date

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CLEARING2		SOLID WASTE	Continued		
9984	01/13/22	PRECISIO PRECISION SCALE & BALANCE	400.00		1551
9985	01/13/22	PRINCIPA PLIC-SBD GRAND ISLAND	895.86		1551
9986	01/13/22	PRINTERS PRINTERS OF SALEM COUNTY LLC	803.00		1551
9987	01/13/22	REDOAKDI REDOAK DISPOSAL	2,500.00		1551
9988	01/13/22	REGGIES REGGIE'S CARPET CLEANING SERV	775.00		1551
9989	01/13/22	RIGGINS RIGGINS	11,274.56		1551
9990	01/13/22	SAFETYTA SAFETY TANK OF MARYLAND INC.	1,463.16		1551
9991	01/13/22	SALCNTEN SALEM COUNTY ENGINEER'S OFFICE	451.60		1551
9992	01/13/22	SCCHAMBE SALEM COUNTY CHAMBER OF COMM	170.00		1551
9993	01/13/22	SCLELAND SC LANDFILL ENERGY LLC	778.55		1551
9994	01/13/22	SCOTMYE SCOTT MYERS	120.00		1551
9995	01/13/22	SCSENGIN SCS ENGINEERS	12,254.60		1551
9996	01/13/22	SJCULLIG SOUTH JERSEY CULLIGAN WATER	81.00		1551
9997	01/13/22	SJNEWSPA SOUTH JERSEY NEWSPAPERS	105.88		1551
9998	01/13/22	SMICKLUM I S SMICK LUMBER	837.49		1551
9999	01/13/22	SPRINT SPRINT PO MANAGEMENT	144.06		1551
10000	01/13/22	SUBURBAN SUBURBAN PROPANE-2115	9,253.02		1551
10001	01/13/22	TREASURE TREASURER-STATE OF NEW JERSEY	26,848.54		1551
10002	01/13/22	TYLERTEC TYLER TECHNOLOGIES, INC	9,600.00		1551
10003	01/13/22	VERIZON3 VERIZON BUSINESS	76.21		1551
10004	01/13/22	WASTEQUI WASTEQUIP MANUFACTURING CO LLC	3,380.00		1551
10005	01/13/22	WBMASON WB MASON	2,412.56		1551
10006	01/13/22	WEIGHTSM WEIGHTS & MEASURES FUND	200.00		1551
10007	01/13/22	WILLIAMS WILLIAMS AUTO PARTS	653.27		1551
10008	01/13/22	ZLPATTER Z L PATTERSON & SON LLC	84.40		1551
10009	01/13/22	DEERFIEL DEERFIELD ELECTRIC CONSTR INC	40,032.00		1552
10010	01/13/22	ROORKSFA ROORKS FARM SUPPLY	32.26		1552
10011	01/13/22	CLEANCOM CLEAN COMMUNITIES ACCT#6000	97.50		1553
10012	01/13/22	JESCO JESCO INC.	3,693.91		1553
10013	01/13/22	JOSEPHLE JOSEPH LEDREW	147.32		1553
10014	01/13/22	KEENCOMP KEEN COMPRESSED GAS	144.26		1553
10015	01/13/22	RUGGEDOU RUGGED OUTFITTERS	1,410.00		1553
10016	01/13/22	SCSENGIN SCS ENGINEERS	5,260.00		1553
10017	01/13/22	SUBURBAN SUBURBAN PROPANE-2115	1,241.05		1553

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	83	0	265,938.15	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	83	0	265,938.15	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	83	0	265,938.15	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	83	0	265,938.15	0.00

EFT/Wire Transfers
SCIA Operating Account Funds
Jan-22

DATE	VENDOR/DESCRIPTION	AMOUNT
12/10/2021	Sanitary Landfill Escrow Return (Nov 2021)	\$7,481.44
12/11/2021	Sanitary Landfill-CRIM (Nov 2021)	\$24,090.24
12/8/2021	Sanitary Landfill Tax Return (Nov 2021)	\$3,740.72
12/5/2021	Paychex	\$103.40
12/8/2021	Paychex	\$189.27
12/22/2021	Paychex	\$263.21
12/8/2021	DCRP	\$20.09
12/22/2021	DCRP	\$24.14
	TOTAL	\$35,912.51

EFT/Wire Transfers
SWD Operating Account
Manual Checks

CHECK #	VENDOR/DESCRIPTION	AMOUNT
9934	United States Treasury (IRS)	\$4,200.00
	TOTAL	\$4,200.00