

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

**Thursday, May 12, 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
Schneider, Lewis	Present
Bestwick, Susan	Present via telephone
DiMatteo, Steven	Absent

Julie Acton, Executive Director, Parker Smith, Landfill Manager, Florence Beckett, Recording Secretary, Edward Ramsay, County Commissioner, and Michael Aimino, Esquire, were present. Gary Cooper, Edward Stella and attorney John Purves, Esquire, from South Jersey Agricultural Products were also present.

**PRESENTATION BY JOHN PURVES REGARDING SJAP**

John Purves briefly reviewed the history of the permitting at the site and the history of the DEP approvals. He advised that an Administrative Action is what is necessary to permit the Research, Development and Demonstration Project at the facility. Gary Cooper described the process for creating the compost and he advised there have been no problems with odor.

Landfill Solicitor Mike Aimino advised that there is no need for a meeting of the Solid Waste Advisory Committee; however, a resolution by the SCIA Board is necessary. Executive Director Julie Acton advised that would be put on the agenda for the June meeting and notify the SWAC members of this action.

**MINUTES**

Regular meeting of April 14, 2022

**(M) Davis (S) Schneider** to approve minutes.

Motion carried by voice vote of 4-0.

**CORRESPONDENCE**

Executive Director Acton advised that the Recycling Coordinator has been appointed the Board of Directors for the Association of New Jersey Recyclers.

**EXECUTIVE DIRECTOR'S REPORT**

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that there is a resolution on the agenda to advertise for bids for replacement of the outbound scale. The topographical study was sent to the state on April 30, 2022 and quotes are in for paving the parking lot and installation of scalehouse cameras. An application was made to South Jersey Gas for lines to be run to the landfill facility especially in light of the high cost of propane. The Landfill Manager's pickup

truck air conditioner has been fixed covered by insurance and is back in use. The Cell 11 gas extension was completed in house and the Executive Director thanked the Landfill Manager for his handling of that project. The records retention area is being constructed in the warehouse area and this will be a time saver so that no one will have to go to the Salem building to access the historical records. It will also free-up the entire area at the Finlaw Building in the event a sub-lessee is found. Green Tech is working on an estimate for replacement of the server which is old and unreliable. In addition, an UPS needs to be installed on the computer system, which will help in the event the electric goes out. The water in the warehouse floor was treated and the SWANA conference was informative and well worth the time it took to attend.

## **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 is up, the average price per ton is down, Convenience Center revenue is down, leachate hauling contract will be discussed in closed session and beneficial soil income is down due to the stockpile. Cover expense is zero. The density has increased and the Landfill Manager explained how it is calculated. He also advised that this may be due to the new compactor which he said is great.

## **STANDING COMMITTEE REPORTS**

**Executive Committee (Susan Bestwick)** – Committee Chairman Bestwick advised that she had nothing to add to the discussion.

**Solid Waste Committee (Barry Davis)** – Committee Chairman Davis advised that with regard to the stormwater discharge permit, the New Jersey Business Action Center and legislators have been contacted and contact information for the Governor's Chief of Staff was obtained. The Executive Director will be in touch with him. Executive Director Julie Acton thanked Commissioner Ed Ramsay for his help with this matter. The landfill notice of violation is in the DEP's "court" and quotes for insulation and installation of a heater/air conditioner for the Convenience Center shed are being obtained. Committee Chairman Davis and Landfill Manager Smith are working on a flare redundancy project.

**Personnel Committee (Lewis Schneider)** – Committee Chairman Schneider advised that the committee discussed the revised secretary/receptionist job description and the replacement of the receptionist/secretary upon her retirement. He also noted that summer laborers are being interviewed.

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 was discussed and it was noted that a bill was received for State of New Jersey requested renovations to the building. This charge was disputed by the Executive Director since SCIA is only responsible for maintenance. SCIA does not have to pay this amount.

## **NEW BUSINESS**

**RESOLUTION 2022-52** Authorizing Payment of Bills

**(M) Schneider (S) Davis** to adopt Resolution 2022-52 authorizing payment of bills (see attached bill list) Motion carried 4-0.

**RESOLUTION 2022-53** Authorizing Advertising for Bids for Replacement of the Outbound Scale

**(M) Davis (S) Schneider** to adopt Resolution 2022-53 authorizing advertising for bids for replacement of the outbound scale

There was a brief discussion regarding the history of repairs to the scales and their operation and construction.

Motion carried 4-0.

**RESOLUTION 2022-54** Authorizing the Adoption of a Cash Drawer Policy for Scale Masters and a Cash Overages and/or Shortages Policy

Highlights of the policy were discussed and it was noted that the policy allows for accountability for the scale house employees

**(M) Schneider (S) Davis** to adopt Resolution 2022-54 authorizing the adoption of a cash drawer policy for scale masters and a cash overages and/or shortages policy

Motion carried 4-0.

**MOTION** to revise the job description for the receptionist/secretary

**(M) Schneider (S) Davis** to revise the job description for the receptionist/secretary

Motion carried 4-0.

**MOTION** to hire a part time receptionist/secretary

**(M) Schneider (S) Davis** to hire a part time receptionist/secretary

Motion carried 4-0.

### **PUBLIC COMMENT**

None.

### **EXECUTIVE SESSION**

**RESOLUTION 2022-55** Authorizing Executive Session

**(M) Davis (S) Schneider** to authorize Executive Session

Motion carried 4-0.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 6:02 on Motion by **Davis** with a Second by **Schneider**. Motion carried 4-0.

Respectfully submitted,

*/S/ Florence E. Beckett*

Florence E. Beckett

Recording Secretary

May 11, 2022  
10:46 AM

SALEM COUNTY IMPROVEMENT AUTHORITY  
Check Register By Check Date

Page No: 1

Range of Checking Accts: CLEARING2 to CLEARING2 Range of Check Dates: 05/12/22 to 05/12/22  
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		
10222	05/12/22	ACCBUSIN ACC BUSINESS	490.95	1576
10223	05/12/22	ACVENVIR ACV ENVIRONMENTAL SERVICES INC	16,392.00	1576
10224	05/12/22	ADVANCES ADVANCE SCALE COMPANY INC.	612.00	1576
10225	05/12/22	AFOOTERE A.FOOTE REPAIR SERVICE LLC	7,789.10	1576
10226	05/12/22	AIMINO AIMINO & DENNEN, LLC	540.00	1576
10227	05/12/22	ALAIMOGR ALAIMO GROUP	15,066.00	1576
10228	05/12/22	ANJHHWC ANJHHWC C/O MIDDLESEX CNTY	125.00	1576
10229	05/12/22	ATLANTIC ATLANTIC CITY ELECTRIC	2,282.63	1576
10230	05/12/22	ATT AT&T MOBILITY	41.24	1576
10231	05/12/22	BSAFEINC B SAFE, INC.	211.69	1576
10232	05/12/22	CARLSONS CARLSON'S AUTO PARTS, INC.	538.18	1576
10233	05/12/22	CHDISPOS C&H DISPOSAL SERVICE INC.	41,278.45	1576
10234	05/12/22	CLASSICT CLASSIC TOUCH EMBROIDERY	21.00	1576
10235	05/12/22	DELCORA DELCORA	4,703.26	1576
10236	05/12/22	EFFECTV EFFECTV	4,912.75	1576
10237	05/12/22	FULTONFI FULTON FINANCIAL ADVISORS	20,362.26	1576
10238	05/12/22	G3SERVIC G3 SERVICES LLC	1,465.14	1576
10239	05/12/22	GREENTEC GREEN TECHNOLOGY SERVICES	408.19	1576
10240	05/12/22	GUARDIAN GUARDIAN	738.76	1576
10241	05/12/22	INTERSTA INTERSTATE MOBILE CARE	540.00	1576
10242	05/12/22	JESSICAB JESSICA BISHOP	333.34	1576
10243	05/12/22	JOSEPHHA JOSEPH HART INC.	538.00	1576
10244	05/12/22	JULIEACT JULIE ACTON	120.00	1576
10245	05/12/22	KDKANOPY KD KANOPY INC	917.00	1576
10246	05/12/22	KEENCOMP KEEN COMPRESSED GAS	149.84	1576
10247	05/12/22	KYOCDOCS KYOCERA DOC SOLUTIONS AMERICA	1,091.00	1576
10248	05/12/22	KYOCERA KYOCERA DOCUMENT SOL AME	131.86	1576
10249	05/12/22	NJADVMED NJ ADVANCE MEDIA	1,100.24	1576
10250	05/12/22	PARKERSM PARKER SMITH	21.00	1576
10251	05/12/22	PPCLUBRI PPC LUBRICANTS	775.45	1576
10252	05/12/22	PRECISIO PRECISION SCALE & BALANCE	1,989.48	1576
10253	05/12/22	PURCHASE PURCHASE POWER	1,000.00	1576
10254	05/12/22	REGGIES REGGIE'S CARPET CLEANING SERV	620.00	1576
10255	05/12/22	RIGGINS RIGGINS	10,499.62	1576
10256	05/12/22	SALCNTEN SALEM COUNTY ENGINEER'S OFFICE	636.14	1576
10257	05/12/22	SCSENGIN SCS ENGINEERS	2,853.90	1576
10258	05/12/22	SJCULLIG SOUTH JERSEY CULLIGAN WATER	130.00	1576
10259	05/12/22	SMICKLUM I S SMICK LUMBER	28.99	1576
10260	05/12/22	SPRINT SPRINT PO MANAGEMENT	143.98	1576
10261	05/12/22	SUBURBAN SUBURBAN PROPANE-2115	5,049.50	1576
10262	05/12/22	TRICOUNT TRI-COUNTY PEST CONTROL	35.00	1576
10263	05/12/22	VERIZON3 VERIZON BUSINESS	39.75	1576
10264	05/12/22	WBMASON WB MASON	465.18	1576
10265	05/12/22	WEIGHTS STATE TREASURER	150.00	1576
10266	05/12/22	ZANEWEST ZANE WESTERN APPAREL	2,479.67	1576
10267	05/12/22	CARBONIN CARBON INDUSTRIAL SERVICES LLC	4,581.50	1580
10268	05/12/22	COUNTYOF COUNTY OF SALEM	14,357.22	1580
10269	05/12/22	FFINANCI FULTON FINANCIAL ADVISORS	1,500.00	1580
10270	05/12/22	WISTARBU WISTARBURG RURITAN CLUB	40.00	1580

May 11, 2022  
10:46 AM

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			
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		checks:	49	0	170,296.26	0.00
		Direct Deposit:	0	0	0.00	0.00
		Total:	49	0	170,296.26	0.00
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	49	0	170,296.26	0.00
		Direct Deposit:	0	0	0.00	0.00
		Total:	49	0	170,296.26	0.00

EFT/Wire Transfers  
SCIA Operating Account Funds  
May-22

DATE	VENDOR/DESCRIPTION	AMOUNT
4/9/2022	Sanitary Landfill Escrow Return (March)	\$7,897.46
4/8/2022	Sanitary Landfill-CRIM (March)	\$25,429.83
4/7/2022	Sanitary Landfill Tax Return (March)	\$3,948.73
4/7/2022	Quarterly Recycling Tax Return	\$61,085.85
4/5/2022	Paychex	\$140.58
4/5/2022	Paychex	\$103.40
4/13/2022	Paychex	\$245.79
4/27/2022	Paychex	\$245.79
4/13/2022	DCRP	\$40.04
4/27/2022	DCRP	\$29.48
	TOTAL	\$99,166.95