

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

**Thursday, December 8, 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 at 5:45
Bestwick, Susan	Present
DiMatteo, Steven	Present

Julie Acton, Executive Director, Parker Smith, Landfill Manager, Florence Beckett, Recording Secretary, and Michael Aimino, Esquire were present. Also present were Casie Garton of Alloway, Michele and Thomas Gamber of Carneys Point, Robert and Barbara Norton of Alloway, and David and Lisa Foster of Alloway.

**RESOLUTION 2022-101** Authorizing the Submission of an Application to the New Jersey Local Finance Board Pursuant to N.J.S.A. 40A:5A-6 AND N.J.S.A. 40:37A-80 in Connection with the Issuance of County Guaranteed Lease Revenue Bonds (COUNTY RADIO SYSTEM UPGRADE PROJECT)

**(M) Bestwick (S) DiMatteo** to adopt Resolution 2022-101 authorizing submission of an application to the New Jersey Local Finance Board in connection with the issuance of County Guaranteed Lease Revenue Bonds  
Motion carried 4-0.

**MINUTES**

Regular meeting of November 10, 2022

**(M) Bestwick (S) DiMatteo** to approve minutes.

Motion carried by voice vote of 4-0.

**CORRESPONDENCE**

Executive Director Acton advised that we are currently experiencing large amounts of cardboard in the landfill and a letter has been sent to all the haulers advising them that this must stop and that loads will be turned away in the future. A Public Notice has been published for the Special Meeting via Zoom on December 20, 2022 at 10:00 a.m. Notices were sent to haulers and customers informing them of the 2023 Tipping Fee Rates.

**EXECUTIVE DIRECTOR'S REPORT**

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton gave background information and asked if there were any questions about the bond resolution on the agenda for financing of a new communication system for the county and there is also a resolution for budget transfers. The RFP resolution is on the agenda and there is one additional RFP for a real estate broker. There was an

inspection by Irv Gandy, but he did not provide any feedback on his visit. Executive Director Acton advised that there has still been no response from the NJDEP regarding the NOV or our request to dispose of the agricultural mulch little by little or by putting it all in the bottom of the cell 12 when it is constructed. Board member Davis asked what was the problem with the mulch and he was advised that the NJDEP does not want the agricultural mulch outside of the cell and they are considering it waste so it has to be in a lined cell. Executive Director Acton advised that Parker Smith, Landfill Manager, and Dave Foster, Mechanic, attended a Landfill Gas System Operations and Maintenance Training class. Parker said the training was very valuable and they learned how to better understand the system and how to address daily challenges. They learned how the system relates to Title V and why the systems are designed the way they are. Parker also advised that with regard to bird control, they are currently using pyrotechnics, but the birds need to be reduced so they are hiring the USDA bird control program. Board member Susan Bestwick asked if there is any noise and Parker advised that there is; however, there have been no complaints by the neighbors to date.

### **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 and the price per ton is up to \$1.06. Beneficial use soil is down because SCIA is being selective regarding what is taken in. It was also noted that it has been very rainy. There is some overtime for training. The Landfill Manager advised that the density is off a bit because in September the unit had to be calibrated, but it is now balanced out. Board member Schneider asked if the TANA compactor is doing what it is supposed to do and Parker advised that it is. Board member Bestwick asked if it had been necessary to dig any holes for carcasses and she was advised that had not been necessary.

### **STANDING COMMITTEE REPORTS**

**Executive Committee (Susan Bestwick)** – Committee Chairman Bestwick advised that the information technology services had been completed and Executive Director Acton advised that they had and everything was good except for a couple of minor issues.

**Personnel Committee (Lewis Schneider)** – Committee Chairman Schneider advised that he is continuing his work on retiree health benefits.

**Ad Hoc Committee (Steven DiMatteo)** – Committee Chairman DiMatteo advised that the tenant in the Finlaw Building has paid their rent and the real estate RFP has been added to the professional RFP's for 2023.

**Solid Waste Committee (Barry Davis)** – Committee Chairman Davis advised that SCIA is entering into a contract with the USDA regarding bird depredation and he is hopeful that this will help control the birds and reduce the fecal coliform problem. In addition, he believes that the fence around the basin will help as well as the DNA showed that one-third was caused by animals with hooves and the other two-thirds was from birds.. Chairman Taylor asked if SCIA needed to apply for a fence permit and it was noted that some towns do and some towns do not require permits. Landfill Manager Smith gave an update on the EGC repairs and it was noted that there is a new tear.

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**

It was noted that Finlaw Building tenant has paid their rent.

## **NEW BUSINESS**

### **RESOLUTION 2022-100** Authorizing Payment of Bills

**(M) Bestwick (S) Davis** to adopt Resolution 2022-100 authorizing payment of bills (see attached bill list)

The payment to the county was noted.

Motion carried 5-0.

### **RESOLUTION 2022-102** Establishing a Fair and Open Process for the Awarding of Professional Services Contracts

**(M) Bestwick (S) Schneider** to adopt Resolution 2022-102 establishing a Fair and Open Process for the awarding of professional services contracts

It was noted that the RFP's are to be returned by January 19, 2023.

Motion carried 5-0.

### **RESOLUTION 2022-103** Authorizing Budget Amendment For Budget Transfers

**(M) Schneider (S) Bestwick** to adopt Resolution 2022-103 authorizing budget amendment for budget transfers

#### **Recorded Vote**

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Taylor			✓			
Bestwick		✓	✓			
Schneider	✓		✓			
Davis			✓			
DiMatteo			✓			

Motion carried 5-0.

### **RESOLUTION 2022-104** Authorizing the Execution of a Lease Agreement for Farming Purposes

**(M) Bestwick (S) Schneider** to adopt Resolution 2022-104 authorizing the execution of a lease agreement for farming purposes

Motion carried 5-0.

### **RESOLUTION 2022-105** Authorizing Entering into a Contract with the USDA Regarding Bird Depredation

**(M) Davis (S) Bestwick** to adopt Resolution 2022-105 authorizing entering into a contract with the USDA regarding bird depredation

Motion carried 5-0.

### **RESOLUTION 2022-106** Authorizing Acceptance of a Quote for Fencing

**(M) Davis (S) Bestwick** to adopt Resolution 2022-106 authorizing acceptance of a quote for fencing

Motion carried 5-0.

**MOTION** approving overnight stay for Recycling/Clean Communities Coordinator at the NJ Sustainability In Motion Conference in Atlantic City on March 8 and 9, 2023

**(M) Bestwick (S) Schneider** to authorize the Recycling/Clean Communities Coordinator to stay overnight at the Sustainability In Motion Conference in Atlantic City on March 8 and 9, 2023

Motion carried 5-0.

**MOTION** to Amend SCIA policy to include an Administrative Access Policy

**(M) Bestwick (S) Schneider** to amend the SCIA policy to include an Administrative Access Policy

Board member Schneider requested to know the reasoning behind this policy and Chairman Taylor advised that it needs to be in place in the event of cyber security issues and to define who has and does not have access to the administration of the computers.

Motion carried 5-0.

**DISCUSSION** took place regarding a personnel issue. The Solicitor advised that a Rice Notice was issued to an employee and the employee requested that their matter be discussed in Open Session. The employee described that she requested additional compensation for duties she took on over an above what was originally agreed upon. She outlined the duties that were accomplished that were not part of the job when it was initially assumed. After some questions from Board members, the Solicitor advised that the best course of action is to delineate the job description so that they Board could make an informed decision regarding the next course of action.

## **PUBLIC COMMENT**

Barbara Norton advised the Board to note that the employee is asking for additional compensation and if they give the job to another party, they will have to compensate that other person.

David Foster requested to know the status of retirement benefits and he was advised that there is a proposal to be discussed in Closed Session.

Lisa Foster asked why the Landfill Manager wasn't taking on the safety duties and she noted that many members of the staff are not adequately compensated.

Robert Norton advised that they are short staffed on Saturdays and they need help. It was also noted that Saturday comp time is at straight time and should be time and a half as it is overtime. In addition, overtime should be offered as opposed to only offering comp time for Saturdays.

## **EXECUTIVE SESSION**

**RESOLUTION 2022-107** Authorization of Executive Session

**(M) Schneider (S) Bestwick** to adopt Resolution 2022-107 authorizing Executive Session

Motion carried 5-0.

**MOTION** to close Closed Session

**(M) Schneider (S) Bestwick** to end closed session at 6:33

Motion carried 5-0.

**MOTION** to proceed in accordance with discussion regarding Tetra Tech  
**(M) Schneider (S) Bestwick** to proceed in accordance with discussion regarding Tetra Tech  
Motion carried 5-0.

Vice Chairperson Bestwick presented Chairman Taylor for his 7 years of dedication to the Improvement Authority and all members wished him well in the new position as a County Commissioner.

Chairman Taylor asked if there was any further business for the Board. Hearing none, Chairman Taylor adjourned the meeting at 6:40 on Motion by **DiMatteo** with a Second by **Schneider**. Motion carried 5-0.

Respectfully submitted,  
*/S/ Florence E. Beckett*  
Florence E. Beckett  
Recording Secretary

December 7, 2022  
08:41 AM

SALEM COUNTY IMPROVEMENT AUTHORITY  
Check Register By Check Date

Page No: 1

Range of Checking Accts: CLEARING2 to CLEARING2 Range of Check Dates: 12/08/22 to 12/08/22  
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				
10667	12/08/22	ADVANCES ADVANCE SCALE COMPANY INC.	550.00	1620
10668	12/08/22	AIMINO AIMINO & DENNEN, LLC	1,800.00	1620
10669	12/08/22	ALAIMOGR ALAIMO GROUP	5,535.00	1620
10670	12/08/22	AMCSGROU AMCS GROUP INC	1,050.00	1620
10671	12/08/22	ANALYTIC ALS ENVIRONMENTAL	512.98	1620
10672	12/08/22	ATLANTIC ATLANTIC CITY ELECTRIC	1,854.93	1620
10673	12/08/22	BLACKHAW BLACKHAWK TECHNOLOGY	687.76	1620
10674	12/08/22	BSAFEINC B SAFE, INC.	221.69	1620
10675	12/08/22	CASIEGAR CASIE GARTON	75.00	1620
10676	12/08/22	CATERINA CATERINA SUPPLY INC.	3,089.04	1620
10677	12/08/22	CCSOUTHE CHAMBER OF COMM SOUTHERN NJ	130.00	1620
10678	12/08/22	CHDISPOS C&H DISPOSAL SERVICE INC.	24,987.28	1620
10679	12/08/22	CLEARCHA CLEAR CHANNEL OUTDOOR INC.	5,000.00	1620
10680	12/08/22	COUNTYOF COUNTY OF SALEM	19,742.25	1620
10681	12/08/22	DELCORA DELCORA	7,804.73	1620
10682	12/08/22	DOCUVAUL VAULT SOLUTIONS LLC	675.00	1620
10683	12/08/22	ELMERTIM ELMER TIMES	54.00	1620
10684	12/08/22	FULTONFI FULTON FINANCIAL ADVISORS	18,382.16	1620
10685	12/08/22	G3SERVIC G3 SERVICES LLC	5,514.42	1620
10686	12/08/22	GEMECHAN GE MECHANICAL INC	14,571.00	1620
10687	12/08/22	GREENTEC GREEN TECHNOLOGY SERVICES	384.43	1620
10688	12/08/22	JESCO JESCO INC.	1,319.34	1620
10689	12/08/22	JESSICAB JESSICA BISHOP	333.34	1620
10690	12/08/22	JULIEACT JULIE ACTON	100.00	1620
10691	12/08/22	KISTLERO KISTLER O'BRIEN FIRE PROT.	7,039.90	1620
10692	12/08/22	KYOCERA KYOCERA DOCUMENT SOL AME	131.86	1620
10693	12/08/22	KYOSOCAM KYOCERA DOC SOLUTIONS AMERICA	255.27	1620
10694	12/08/22	MGAMBER MICHELE GAMBER	225.00	1620
10695	12/08/22	PACK5ALL PACK 5 ALLOWAY	300.00	1620
10696	12/08/22	PARKERSM PARKER SMITH	100.00	1620
10697	12/08/22	PARNEL PARNEL BIOGAS INC	6,574.00	1620
10698	12/08/22	PITNEYBO PITNEY BOWES GLOBAL FIN SRVCS	101.98	1620
10699	12/08/22	PPCLUBRI PPC LUBRICANTS LLC	680.52	1620
10700	12/08/22	PRINCIPA PLIC-SBD GRAND ISLAND	902.34	1620
10701	12/08/22	PRINTERS PRINTERS OF SALEM COUNTY LLC	107.00	1620
10702	12/08/22	REGGIES REGGIE'S CARPET CLEANING SERV	1,395.00	1620
10703	12/08/22	RIGGINS RIGGINS	9,520.96	1620
10704	12/08/22	ROORKS ROORK'S FARM SUPPLY, INC.	393.98	1620
10705	12/08/22	SALCNTEN SALEM COUNTY ENGINEER'S OFFICE	1,068.29	1620
10706	12/08/22	SCCHAMBE SALEM COUNTY CHAMBER OF COMM	300.00	1620
10707	12/08/22	SCFINANC SALEM COUNTY FINANCE DEPT	158,737.00	1620
10708	12/08/22	SCSENGIN SCS ENGINEERS	375.00	1620
10709	12/08/22	SJCULLIG SOUTH JERSEY CULLIGAN WATER	176.88	1620
10710	12/08/22	SMICKLUM I S SMICK LUMBER	22.96	1620
10711	12/08/22	SNJCHAPT SWANA NEW JERSEY CHAPTER	1,598.00	1620
10712	12/08/22	SOUTHWES SOUTHWESTERN SALES COMPANY	486.20	1620
10713	12/08/22	SPRINT SPRINT PO MANAGEMENT	144.09	1620
10714	12/08/22	TIPCO TIPCO TECHNOLOGIES INC.	107.12	1620
10715	12/08/22	WBMASON WB MASON	686.04	1620



December 7, 2022  
08:41 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		
10716	12/08/22	ZANEWEST ZANE WESTERN APPAREL	139.49		1620
10717	12/08/22	Alignment Check		VOID	
10718	12/08/22		0.00	12/08/22 VOID	0
10719	12/08/22		0.00	12/08/22 VOID	0
10720	12/08/22		0.00	12/08/22 VOID	0
10721	12/08/22		0.00	12/08/22 VOID	0
10722	12/08/22	Alignment Check		VOID	
10723	12/08/22		0.00	12/08/22 VOID	0
10724	12/08/22		0.00	12/08/22 VOID	0
10725	12/08/22	Alignment Check		VOID	
10726	12/08/22		0.00	12/08/22 VOID	0
10727	12/08/22		0.00	12/08/22 VOID	0
10728	12/08/22		0.00	12/08/22 VOID	0
10729	12/08/22		0.00	12/08/22 VOID	0
10730	12/08/22	Alignment Check		VOID	
10731	12/08/22	GUARDIAN GUARDIAN	2,325.06		1621
10732	12/08/22	JAYNESSI JAYNES SIGNWORKS	35.00		1621
10733	12/08/22	KEENCOMP KEEN COMPRESSED GAS	145.20		1621
10734	12/08/22	TRICOUNT TRI-COUNTY PEST CONTROL	35.00		1621
<hr/>					
Checking Account Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
Checks:	<u>54</u>	<u>14</u>	308,483.49	0.00	
Direct Deposit:	<u>0</u>	<u>0</u>	0.00	0.00	
Total:	<u>54</u>	<u>14</u>	<u>308,483.49</u>	<u>0.00</u>	
<hr/>					
Report Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
Checks:	<u>54</u>	<u>14</u>	308,483.49	0.00	
Direct Deposit:	<u>0</u>	<u>0</u>	0.00	0.00	
Total:	<u>54</u>	<u>14</u>	<u>308,483.49</u>	<u>0.00</u>	

EFT/Wire Transfers		
SCIA Operating Account Funds		
Dec-22		
DATE	VENDOR/DESCRIPTION	AMOUNT
11/14/2022	Sanitary Landfill Escrow Return (Oct)	\$7,587.56
11/14/2022	Sanitary Landfill-CRIM (Oct)	\$24,431.94
11/14/2022	Sanitary Landfill Tax Return (Oct)	\$3,793.78
11/9/2022	Paychex	\$346.21
11/5/2022	Paychex	\$103.95
11/23/2022	Paychex	\$346.21
11/9/2022	DCRP	\$4.21
	DCRP	
	TOTAL	\$36,613.86

DATE	VENDOR/DESCRIPTION	AMOUNT
11/14/2022	Sanitary Landfill Escrow Return (Oct)	\$7,587.56
11/14/2022	Sanitary Landfill-CRIM (Oct)	\$24,431.94
11/14/2022	Sanitary Landfill Tax Return (Oct)	\$3,793.78
11/9/2022	Paychex	\$346.21
11/5/2022	Paychex	\$103.95
11/23/2022	Paychex	\$346.21
11/9/2022	DCRP	\$4.21
	DCRP	
	TOTAL	\$36,613.86