

**MINUTES OF THE REORGANIZATION AND REGULAR MEETING OF  
THE SALEM COUNTY IMPROVEMENT AUTHORITY  
SOLID WASTE DIVISION CONFERENCE ROOM  
286 Welchville Road, Alloway, New Jersey 08001  
Thursday, February 9, 2023, at 4:30 pm**

Laura Crane was sworn in.

Executive Director Julie Acton 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**

Susan Bestwick	Present
Lewis Schneider	Present
Barry Davis	Present
Michael Bercute	Present
Laura Crane	Present

Julie Acton, Executive Director, Florence Beckett, Recording Secretary, Parker Smith, Landfill Manager, Michael Aimino, Esquire, Edward Ramsay, County Commissioner, and Cordy Taylor, County Commissioner, were present.

**ELECTION OF OFFICERS**

Executive Director Acton opened the floor for nominations for Chairperson  
**(M) Schneider (S) Bercute** nominated Susan Bestwick as Chairperson. No other nominations were received.

The nomination was approved by voice vote 4-0 with Bestwick abstaining.

Executive Director Acton opened the floor for nominations for Vice Chairman  
**(M) Bestwick (S) Bercute** nominated Lewis Schneider as Vice Chairman. No other nominations were received.

The nomination was approved by voice vote 4-0 with Schneider abstaining.

Executive Director Acton opened the floor for nominations for Secretary  
**(M) Schneider (S) Bercute** nominated Barry Davis as Secretary. No other nominations were received.  
The nomination was approved by voice vote 4-0 with Barry Davis abstaining.

Executive Director Acton opened the floor for nominations for Treasurer  
**(M) Bestwick (S) Bercute** nominated Laura Crane as Treasurer. No other nominations were received.  
The nomination was approved by voice vote 4-0 with Laura Crane abstaining.

Executive Director Acton opened the floor for nominations for Alternate Secretary/Treasurer  
**(M) Schneider (S) Bestwick** nominated Michael Bercute as Alternate Secretary/Treasurer. No other nominations were received.

The nomination was approved by voice vote 4-0 with Michael Bercute abstaining.

Executive Director Acton turned the meeting over to Chairperson Bestwick.

## **APPOINTMENTS OF CHAIRPERSONS TO STANDING COMMITTEES**

The following appointments for Committee's Chairpersons were announced by Chairperson Bestwick.

Executive – Bestwick  
Personnel – Crane  
Solid Waste – Barry Davis  
Ad Hoc – Michael Bercute

## **REORGANIZATION NEW BUSINESS**

**Schneider** made a motion to adopt Resolutions 2023-09 through 2023-20 by way of consent agenda and that motion was seconded by **Bercute**. The motion to proceed by consent agenda was carried 5-0.

**Schneider** made a motion to adopt Resolutions 2023-09 through 2023-20 and that motion was seconded by **Bercute**. The motion to adopt Resolutions 2023-09 through 2023-20 was carried 5-0.

**RESOLUTION 2023-12** Authorizing the Cash Management Plan  
**(M) Davis (S) Schneider** to adopt Resolution 2023-12 authorizing the Cash Management Plan  
Motion carried 5-0.

A roll call vote to approve the Cash Management Plan (2023-12) is as follows:

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Bestwick			✓			
Schneider		✓	✓			
Davis	✓		✓			
Bercute			✓			
Crane			✓			

The Cash Management Plan was approved by roll call vote 5-0.

## **MINUTES**

Regular meeting of January 12, 2023  
**(M) Davis (S) Schneider** to approve minutes.  
Motion carried by voice vote of 4-0 with Crane abstaining.

## **CORRESPONDENCE**

Executive Director noted that a letter was sent to the NJDEP to advise them of the steps being taken to control the fecal levels, and a letter was sent to the NJDEP encouraging them to renew the contract with Recycle Coach. There is also a letter from Phoenix Advisors appointing a bond trustee.

## **EXECUTIVE DIRECTOR'S REPORT**

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised that the County of Salem bond financing for the emergency radio system is going well. There is a meeting with the haulers on Wednesday, February 15 to discuss the problem with cardboard ending up in the landfill and Board members are invited to attend. Executive Director Acton and Chairperson Bestwick

attended a meeting with Alloway Township regarding the host community benefit and they also addressed the landfill expansion matter. The County Commissioners have appointed the SWAC members for the new year and an update will be going out to them shortly.

### **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 Landfill Manager Smith advised that SCS Engineers completed the cover repairs, but there is a problem with one well that will be fixed. Compaction is up. The grinder was discussed and Board member Bercute asked if there were other landfills using the grinder that we could talk to and Landfill Manager Smith advised that yes there are other landfills using the grinder. It was asked if tires could be ground up and the answer is yes they can. The main goal of the grinder is to extend the life of the landfill. The budget for the grinder was discussed and it was noted that there are several options.

With regard to the statistical report, the Executive Director advised that rainfall was up in January and leachate hauling expense is down. She noted that we are being very selective with what cover we take in due to the storage for the stockpile.

### **STANDING COMMITTEE REPORTS**

**Executive Committee** – Committee member Schneider advised that he had nothing to add.

**Solid Waste Committee** – Committee Chairman Davis advised that there are some leachate seeps that need to be investigated. The fencing installation has been completed, but there are some areas in need of repair and Parker has been authorized to proceed with this repair. He noted that with regard to the fecal coliform matter, bird depredation is the key, but we are currently waiting on the federal permit.

**Ad Hoc Committee** – Committee Chairman Bercute advised that he will work with Executive Director Acton on the Finlaw Building HVAC system issue.

**Personnel Committee** – Executive Director Acton advised that interviews are being conducted for a receptionist and for the safety coordinator/landfill technician position. Two operators are retiring in May and August. She also noted that the Landfill Manager's contract will be discussed in closed session as well as retiree health benefits.

Chairperson Bestwick, without objection, ordered the Executive Director's report, Landfill Manager's report, landfill statistical report, Engineer's report and the committee reports be received and filed.

### **UNFINISHED BUSINESS**

Finlaw Building was already discussed.

### **NEW BUSINESS**

**RESOLUTION 2023021** Authorizing Payment of Bills

**(M) Davis (S) Schneider** to adopt Resolution 2023-21 authorizing payment of bills (see attached bill list) Executive Director Acton noted the fencing was paid for, as well as litter fencing and the computer program that is provided to the Health Department in exchange for enforcement activities. Motion carried 5-0.

**RESOLUTION 2023-22** Authorizing Disposal of Surplus Property Via Govdeals.com

**(M) Bercute (S) Davis** to adopt Resolution 2023-22 authorizing Disposal of Surplus Property Via Govdeals.com

Motion carried 5-0.

**RESOLUTION 2023-23** Appointing Commissioner

**(M) Davis (S) Schneider** to adopt Resolution 2023-23 appointing Commissioner

A roll call vote to approve the Commissioner Appointment (2023-23) is as follows:

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Bestwick			✓			
Schneider		✓	✓			
Davis	✓		✓			
Bercute			✓			
Crane			✓			

The Commissioner appointment was approved by roll call vote 5-0.

**RESOLUTION 2023-24** Authorizing the Award a Fair and Open Contract to Provide Health Benefits Consulting Services

**(M) Bercute (S) Davis** to adopt Resolution 2023-24 Authorizing the Award a Fair and Open Contract to Provide Health Benefits Consulting Services

Motion carried 5-0.

**RESOLUTION 2023-25** Authorizing the Award of a Fair and Open Contract to Provide Financial Advisor Services

**(M) Davis (S) Bercute** to adopt Resolution 2023-25 Authorizing the Award a Fair and Open Contract to Provide Financial Advisor Services

Motion carried 5-0.

**RESOLUTION 2023-26** Authorizing the Award of a Fair and Open Contract to Provide Bond Counsel Services

**(M) Schneider (S) Davis** to adopt Resolution 2023-26 Authorizing the Award a Fair and Open Contract to Provide Bond Counsel Services

Motion carried 5-0.

**RESOLUTION 2023-27** Authorizing the Award of a Fair and Open Contract to Provide Solicitor Services

**(M) Davis (S) Bercute** to adopt Resolution 2023-27 Authorizing the Award a Fair and Open Contract to Provide Solicitor Services

Motion carried 5-0.

**RESOLUTION 2023-28** Authorizing the Award of a Fair and Open Contract to Provide Real Estate Broker Services

**(M) Schneider (S) Bercute** to table Resolution 2023-28 Authorizing the Award a Fair and Open Contract to Provide Real Estate Broker Services

Motion carried 5-0.

**RESOLUTION 2023-29** Authorizing the Award of a Fair and Open Contract to Provide Auditor Services

**(M) Davis (S) Schneider** to adopt Resolution 2023-29 Authorizing the Award a Fair and Open Contract to Provide Auditor Services

Board member Schneider requested to know the yearly cost of the Auditor and Executive Director Acton advised she didn't have the figure at this time, she will get him the exact figure.  
Motion carried 5-0.

**RESOLUTION 2023-30** Authorizing the Award of a Fair and Open Contract to Provide Fee Accountant Services

**(M) Davis (S) Schneider** to adopt Resolution 2023-30 Authorizing the Award a Fair and Open Contract to Provide Fee Accountant Services

It was noted that CM Williams did do a good job getting SCIA back on track after the last accountant.  
Motion carried 5-0.

**RESOLUTION 2023-31** Authorizing the Award of a Fair and Open Contract to Provide Engineering Services

**(M) Davis (S) Schneider** to adopt Resolution 2023-31 Authorizing the Award a Fair and Open Contract to Provide Engineering Services

Executive Director Acton advised that SCIA is very pleased with the engineering services of Alaimo.  
Motion carried 5-0.

**RESOLUTION 2023-32** Authorizing the Award a Fair and Open Contract to Provide Title V Engineering Services

**(M) Davis (S) Schneider** to adopt Resolution 2023-32 Authorizing the Award a Fair and Open Contract to Provide Title V Engineering Services

Board member Bercute asked what Title V is and he was advised that it has to do with the air quality permit.  
Motion carried 5-0.

**RESOLUTION 2023-33** Authorizing the Award a Fair and Open Contract to Provide Topographical Engineering Services

**(M) Davis (S) Schneider** to adopt Resolution 2023-33 Authorizing the Award a Fair and Open Contract to Provide Topographical Engineering Services

It was noted that this is a new vendor. Board member Davis asked if the new vendor would base their work off of the previous topographical studies and he was advised that they would.  
Motion carried 5-0.

**RESOLUTION 2023-34** Authorizing the Execution of a Memorandum of Understanding Between the Salem County Department of Health and Human Services and the Salem County Improvement Authority for Assistance with Flow Control Enforcement

**(M) Davis (S) Schneider** to adopt Resolution 2023-34 Authorizing the Execution of a Memorandum of Understanding Between the Salem County Department of Health and Human Services and the Salem County Improvement Authority for Assistance with Flow Control Enforcement

Executive Director Acton advised that the Health and Human Services Department functions as our enforcement entity.  
Motion carried 5-0.

**RESOLUTION 2023-35** Appointing the Risk Management Consultant

**(M) Davis (S) Bercute** to adopt Resolution 2023-35 Appointing the Risk Management Consultant  
Motion carried 5-0.

**RESOLUTION 2023-36** Authorizing Award of a Bid for Collection, Recycling and disposal of Household Hazardous Waste to ACV Enviro

**(M) Davis (S) Schneider** to adopt Resolution 2023-36 authorizing award of a bid for collection of HHW to ACV Enviro

It was noted that the cost per pound when from \$1.20 to \$1.54.

Motion carried 5-0.

**RESOLUTION 2023-37** Authorizing the Entry into an Employment Agreement with a Landfill Manager  
**(M) Davis (S) Bercute** to table Resolution 2023-37 authorizing entry into an employment agreement with a landfill manager

Motion carried 5-0.

**RESOLUTION 2023-38** Authorizing Entry into an Amended Employment Agreement  
**(M) Davis (S) Bercute** to adopt Resolution 2023-38 authorizing entry into an amended employment agreement

A roll call vote to approve the Amended Executive Director Agreement (2023-38) is as follows:

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Bestwick			✓			
Schneider			✓			
Davis	✓		✓			
Bercute		✓	✓			
Crane			✓			

The amended Executive Director agreement was approved by roll call vote 5-0.

**RESOLUTION 2023-39** Authorizing the Rental of Grinder

**(M) Davis (S) Schneider** to adopt Resolution 2023-39 authorizing the rental of a grinder

It was noted that the rental cost is \$35,000 for a month, but the information will allow SCIA to make a better-informed decision regarding if it should be purchased.

Motion carried 5-0.

## **PUBLIC COMMENT**

None.

## **EXECUTIVE SESSION**

**RESOLUTION 2023-40** Authorizing Executive Session at 5:26 p.m.

**(M) Davis (S) Schneider** to adopt Resolution 2023-40 authorizing Executive Session

Motion carried 5-0.

**(M) Davis (S) Bercute** to close Executive Session at 6:00 p.m.

Motion carried 5-0.

**RESOLUTION 2023-37** Authorizing the Entry into an Employment Agreement with a Landfill Manager



**(M) Davis (S) Bercute** to adopt Resolution 2023-37 authorizing entry into an employment agreement with a landfill manager

It was noted that there is a typographical error in paragraph 2 and the word “year” needs to be inserted.  
Motion carried 4-1.

A roll call vote to approve the Landfill Manager Agreement (2023-37) is as follows:

	Moved	2 <sup>nd</sup>	Yes	No	Absent	Abstain
Bestwick			✓			
Davis	✓		✓			
Crane			✓			
Bercute			✓			
Schneider		✓		✓		

The Landfill Manager agreement was approved by roll call vote 4-1.

Board member Barry Davis left the meeting at this time.

**(M) Crane (S) Bercute** to enter closed session at 6:07 p.m.  
Motion carried 4-0.

**(M) Bercute (S) Schneider** to come out of closed session at 6:38 p.m.  
Motion carried 4-0.

**(M) Schneider (S) Bercute** to authorize the Solicitor to proceed as discussed in Closed Session  
Motion carried 4-0.

Chairperson Bestwick asked if there was any further business for the Board. Hearing none, Chairperson Bestwick adjourned the meeting at 6:40 on Motion by Schneider with a Second by Bercute. Motion carried 4-0.

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

February 9, 2023  
07:48 AM

SALEM COUNTY IMPROVEMENT AUTHORITY  
Check Register By Check Date

Page No: 1

Range of Checking Accts: CLEARING2 to CLEARING2 Range of Check Dates: 02/09/23 to 02/09/23  
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		
10795	02/09/23	ADVANCES ADVANCE SCALE COMPANY INC.	1,017.00	1634
10796	02/09/23	AIMINO AIMINO & DENNEN, LLC	2,275.68	1634
10797	02/09/23	ALAIMOGR ALAIMO GROUP	4,867.50	1634
10798	02/09/23	ANALYTIC ALS ENVIRONMENTAL	2,759.00	1634
10799	02/09/23	ANJHHWC ANJHHWC C/O MIDDLESEX CNTY	40.00	1634
10800	02/09/23	ATLANTIC ATLANTIC CITY ELECTRIC	2,777.56	1634
10801	02/09/23	BSAFEINC B SAFE, INC.	221.69	1634
10802	02/09/23	CHDISPOS C&H DISPOSAL SERVICE INC.	29,292.14	1634
10803	02/09/23	COUNTYOF COUNTY OF SALEM	20,630.77	1634
10804	02/09/23	CUMBERLA THE CUMBERLAND AND SALEM GUIDE	112.00	1634
10805	02/09/23	CUMBTIRE CUMBERLAND TIRE CENTER	564.80	1634
10806	02/09/23	DBI DBI .WE DO OFFICE	1.54	1634
10807	02/09/23	DELCORA DELCORA	6,809.30	1634
10808	02/09/23	DELCORA3 DELCORA	300.00	1634
10809	02/09/23	EAGLEPOI EAGLE POINT GUN	1,940.00	1634
10810	02/09/23	ENDEVERS ENDEVERS FENCE	41,353.00	1634
10811	02/09/23	FHSUPPLY F&H SUPPLY INC.	9,435.45	1634
10812	02/09/23	FULTONFI FULTON FINANCIAL ADVISORS	21,156.60	1634
10813	02/09/23	GARDENST GARDEN STATE HIGHWAY PRODUCTS	230.00	1634
10814	02/09/23	GREENTEC GREEN TECHNOLOGY SERVICES	1,747.60	1634
10815	02/09/23	GUARDIAN GUARDIAN	603.22	1634
10816	02/09/23	JESCO JESCO INC.	102.15	1634
10817	02/09/23	JULIEACT JULIE ACTON	115.96	1634
10818	02/09/23	KISTLERO KISTLER O'BRIEN FIRE PROT.	1,302.00	1634
10819	02/09/23	KYOCERA KYOCERA DOCUMENT SOL AME	131.86	1634
10820	02/09/23	KYOSOCAM KYOCERA DOC SOLUTIONS AMERICA	22.84	1634
10821	02/09/23	MAGNUSEN MAGNUS ENVIRONMENTAL	1,000.00	1634
10822	02/09/23	METTATEC METTA TECHNOLOGIES INC.	26,430.00	1634
10823	02/09/23	NJADVANC NJ ADVANCE MEDIA	90.70	1634
10824	02/09/23	NJADVMEC NJ ADVANCE MEDIA	50.00	1634
10825	02/09/23	PARKERSM PARKER SMITH	399.99	1634
10826	02/09/23	PRECISIO PRECISION SCALE & BALANCE	3,225.00	1634
10827	02/09/23	PRINCIPA PLIC-SBD GRAND ISLAND	1,096.02	1634
10828	02/09/23	PRINTERS PRINTERS OF SALEM COUNTY LLC	180.00	1634
10829	02/09/23	RIGGINS RIGGINS	8,188.79	1634
10830	02/09/23	SALCNTEN SALEM COUNTY ENGINEER'S OFFICE	342.51	1634
10831	02/09/23	SCCHAMBE SALEM COUNTY CHAMBER OF COMM	50.00	1634
10832	02/09/23	SCSENGIN SCS ENGINEERS	9,122.20	1634
10833	02/09/23	SJCULLIG SOUTH JERSEY CULLIGAN WATER	58.94	1634
10834	02/09/23	SMICKLUM I S SMICK LUMBER	11.99	1634
10835	02/09/23	SNJCHAPT SWANA NEW JERSEY CHAPTER	1,598.00	1634
10836	02/09/23	SOUTHWES SOUTHWESTERN SALES COMPANY	4,819.53	1634
10837	02/09/23	SPRINT SPRINT PO MANAGEMENT	143.88	1634
10838	02/09/23	STATEWID STATEWIDE INSURANCE FUND	35,888.92	1634
10839	02/09/23	SUBURBAN SUBURBAN PROPANE-2115	8,713.31	1634
10840	02/09/23	SWANANJ SWANA NEW JERSEY CHAPTER	200.00	1634
10841	02/09/23	TIPCO TIPCO TECHNOLOGIES INC.	547.52	1634
10842	02/09/23	TREASURE TREASURER-STATE OF NEW JERSEY	20,670.00	1634
10843	02/09/23	TRICOUNT TRI-COUNTY PEST CONTROL	35.00	1634



February 9, 2023  
07:48 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		
10844	02/09/23	TYLERTEC TYLER TECHNOLOGIES, INC	9,600.00		1634
10845	02/09/23	VERIZON3 VERIZON BUSINESS	41.14		1634
10846	02/09/23	WBMASON WB MASON	2,415.64		1634
10847	02/09/23	WILLIAMS WILLIAMS AUTO PARTS	688.20		1634
10848	02/09/23	ZEUSCREA ZEUS CREATIVE SERVICES, LLC	350.00		1634
10849	02/09/23	CERTIFIE CERTIFIED LABORATORIES	213.45		1638
10850	02/09/23	JESSICAB JESSICA BISHOP	333.34		1638
<hr/>					
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	56	0	286,313.73	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>56</u>	<u>0</u>	<u>286,313.73</u>	<u>0.00</u>
<hr/>					
Report Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	56	0	286,313.73	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	<u>56</u>	<u>0</u>	<u>286,313.73</u>	<u>0.00</u>

EFT/Wire Transfers SCIA Operating Account Funds 2/9/2023		
DATE	VENDOR/DESCRIPTION	AMOUNT
1/5/2023	Paychex	\$99.00
1/4/2023	Paychex	\$361.27
1/18/2023	Paychex	\$673.77
2/1/2023	Paychex	\$276.27
1/18/2023	Div of Pensions and Benefits	\$ 5,762.42
2/1/2023	NJEIT (2017)	\$ 125,260.38
2/2/2023	NJEIT (2021)	\$ 109,270.03
2/6/2023	Atlantic City Electric #50020888264	\$ 1,824.19
2/6/2023	Atlantic City Electric #55011970930	\$ 1,690.36
2/6/2023	Sanitary Landfill Tax Return	\$ 3,438.78
	TOTAL	\$ 248,656.47