

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

**Thursday, April 13, 2023, at 4:30 pm**

Chairperson Bestwick 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**

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

Julie Acton, Executive Director, Parker Smith, Landfill Manager, Diane Hartman, Recording Secretary, Michael Aimino, Esquire, Terry Dromgoole, Tom Narolewski, Assured Partners were present.

**PRESENTATIONS**

2022 Safety Excellence Award Adopt-a-Road Spotlight presented to Terry Dromgoole for adopting and cleaning a stretch of Olivet Road in memory of her brother, maintaining a lake's fishing area and installing trash cans. Presented by Chairperson Susan Bestwick.

Tom Narolewski presented the SCIA with the Statewide Insurance Fund Award citing safety, best practices, training, investigation and leadership. Accepted by Chairperson Susan Bestwick.

**MINUTES**

Regular meeting of March 9, 2023

Moved by M. Bercute and seconded by L. Crane to approve minutes.

Motion carried by voice vote of 4-0.

**CORRESPONDENCE**

The following were mentioned: Letter from Phoenix Advisors regarding the debt service schedule regarding the County Radio System Upgrade Project, Letters to Lacy's Express, Inc. regarding acquisition and credit line.

**EXECUTIVE DIRECTOR'S REPORT**

Copies of this report were distributed to all members prior to the meeting. Executive Director Acton advised Parker Smith should be congratulated for passing certification, Litter-free New Jersey is distributing bags featuring a photo of the Cowtown Rodeo, Saturday, April 15 is Household Hazardous Waste Day from 8 am-noon, article available to read about Atlantic County's "Clash Over Trash", Bond Financing Program brochures available, and received payment for administration for financing the County radio system upgrade project.

**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 revenue is down for March but up for the year, the average price per ton has increased.

Landfill Manager Parker Smith advised landfill density is up, overtime up a bit to cover scalehouse and hauling cans to the landfill on weekends. TANA grinder rental discussion and recommended to extend rental for another month and purchasing a new excavator.

## **STANDING COMMITTEE REPORTS**

**Executive Committee (Lewis Schneider)** – Committee Chairman Schneider advised that J. Acton’s Director’s Report covered everything.

**Ad Hoc Committee (Michael Bercute)** – Committee Chairman Bercute discussed the Finlaw Building HVAC repair, requested emergency procedure, and resignation of Stand Up For Salem’s Executive Director Chris Davenport.

**Personnel Committee (Laura Crane)** – Committee Chairman Crane and Executive Director Acton advised that Florence Beckett resigned. The job descriptions was updated. Current employees are taking partial job duties. Advertised for seasonal laborer, equipment operators/laborers and currently interviewing. Discussion on retirement benefits.

**Solid Waste Committee (Barry Davis)** – Executive Director Acton advised that all concerns were covered under the Solid Waste Report.

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**

SCIA paid the Finlaw Building; monthly rental bill

## **NEW BUSINESS**

### **RESOLUTION 2023-48** Authorizing Payment of Bills

Moved by L. Schneider and seconded by M. Bercute to adopt Resolution 2023-48 authorizing payment of bills (see attached bill list). Executive Director Acton noted the new Ford F350 utility was part of the bills. Motion carried by a voice vote of 4-0.

### **RESOLUTION 2023-49** Authorizing Using Clean Communities Grant to Purchase Three Litter Fences

Moved by L. Schneider and seconded by M. Bercute. Landfill Manager discussed additional litter fence purchases.

Motion carried by voice vote of 4-0.

### **RESOLUTION 2023-50** Awarding a Contract for Hauling, Transporting and Delivering Leachate and Sewerage

Moved by L. Schneider and seconded by M. Bercute.

Motion carried by voice vote of 4-0.

### **RESOLUTION 2023-51** Awarding a Contract for Supplying Daily Cover

Moved by L. Schneider and seconded by M. Bercute.

Motion carried by voice vote of 4-0.

### **RESOLUTION 2023-52** Authorizing Real Estate Appraisal Services

Motion by L. Crane and seconded by M. Bercute, brief discussion to table at this time.

Motion to table resolution by L. Crane and seconded by M. Bercute.

Motion carried by voice vote of 4-0.

No further discussion.

**RESOLUTION 2023-53** Amending a Retiree Benefits Policy

Moved by L. Schneider and seconded by M. Bercute. Executive Director and HR Generalist met with County of Salem's HR and found it necessary to revised the policy.

Motion carried by voice vote of 4-0.

**RESOLUTION 2023-54** Appointing Recording Secretary

Moved by L. Schneider and seconded by M. Bercute. Board welcomed Diane Hartman to the position.

Motion carried by voice vote of 4-0.

**MOTION** to amend job description for Confidential Executive Assistant

Moved by L. Schneider and seconded by M. Bercute.

Motion carried by voice vote of 4-0.

**MOTION** to amend job description for Clean Communities Coordinator

Moved by L. Schneider and seconded by M. Bercute.

Motion carried by voice vote of 4-0.

**PUBLIC COMMENT**

None.

**EXECUTIVE SESSION**

**RESOLUTION 2023-55** Authorizing Executive Session

Moved by L. Schneider and seconded by M. Bercute to go into Executive Session at 5:25pm.

Motion carried by voice vote of 4-0.

Moved by L. Schneider and seconded by M. Bercute to come out of Executive Session.

Motion carried by voice vote of 4-0.

**ADJOURN**

Chairperson Bestwick asked if there was any further business for the Board. Hearing none, Chairperson Bestwick adjourned the meeting at 5:39 p.m. Motion by L. Schneider with a seconded by M. Bercute.

Motion carried by voice vote of 4-0.

Respectfully submitted,

*/S/ Diane Hartman*

Diane Hartman

Recording Secretary

**REMINDER**

**The next Reorganization and Regular Meeting is scheduled for**

**Thursday, May 11, 2023 @ 4:30 p.m.**

**Solid Waste Division Conference Room**