

**MINUTES OF THE REGULAR MEETING OF
THE SALEM COUNTY IMPROVEMENT AUTHORITY**

Solid Waste Division Conference Room
286 Welchville Road, Alloway, New Jersey 08001
Thursday, March 14, 2024 at 4:30 pm

Chairperson Susan 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.

OPEN PUBLIC MEETING STATEMENT

Notice of this meeting has been provided to the public in accordance with the New Jersey Open Public Meetings Act by publication in the South Jersey Times and the Elmer Times, newspapers circulated in Salem County, and by posting notice in the Salem County Clerk's Office and SCIA Office. Copies of the Board minutes of this meeting will be posted on www.scianj.com.

ROLL CALL

Susan Bestwick – present
Laura Crane – present
Barry Davis - present
Schneider, Lewis – absent
Richard Warner - absent

Julie Acton, Executive Director; Parker Smith, Landfill Manager; Sandra Kearney, Recording Secretary; and Michael Aimino, Esquire present. Commissioner Liaison Edward Ramsay, and Commissioner Liaison Alternate Cordy Taylor were also present.

MINUTES

February meetings minutes have been distributed to all members for review, prior to this meeting.

- Approval of minutes from the Reorganization meeting held on February 8, 2024
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- Approval of minutes from Special Meeting held on February 22, 2024
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- Approval - minutes from the Emergency Meeting held on February 29, 2024;
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 2-0 (B. Davis Abstaining)

CORRESPONDANCE

Monday Convenience Center "Pilot" Plan – adding Monday to the Convenience Center days beginning Monday, April 1 through Monday, October 28, 2024. Letters have been sent; notification posted on SCIA website; and Convenience Center scalehouse employees are discussing with customers.

Draft Operating Permit to approve Air Pollution Control – NJDEP public comment period ends today, March 14.

- 2024 SIF Risk Control Grant Application – funds applied to security cameras around the building and parking lot; to monitor activities on premises, protection against vandalism & employee & customer security.

Statewide Insurance Fund Safety and Loss Control award for 2023 – due to low number of Workman’s Comp claims – certificate shared with the Board.

Statewide Insurance Fund claim - Tana Compactor repairs not covered (feline incident).

Alloway and Mannington Fire Company Contribution – thanking them for their outstanding community service and offering them use of the Landfill for emergency training drills.

Updated Report issued to SWAC Members – including an invite to SCIA for Giordano’s presentation on May 14.

EXECUTIVE DIRECTOR’S REPORT

Copies of this report were distributed to all members prior to the meeting, including the items noted above in Correspondence.

Executive Director Acton discussed recent IT (county-wide) issues. SCIA will develop a protocol to prepare SCIA for any future incidents. Safety Coordinator Matt DeAngelis will lead the protocol effort. Gary Green (Green Tech) met with the Board last week to review causes, current IT system status, and corrective actions. Gary prepared an incident report which was distributed to the Board during the meeting.

Julie clarified items for pending Resolutions 2024-42 (Tipping Fees); 2024-43 (Excavator and Bulldozer rentals); and 2024-44 (Methane Gas Contract). Also provided details on Motions #1, #2 and #3. Executive Director Acton also reminded the Board of SCIA’s shredding event on March 16, and that the County Clerk’s office will be distributing and collecting Financial Disclosure forms very soon.

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. Landfill Manager Smith advised that tonnage and prices were up. Rainfall is contributing to increased leachate costs. Cover expenses are up.

PSEG visited SCIA on Monday, March 11. Representatives were here to review project details and safety information related to project that begins on Monday, April 8, 2024. This project will involve waste materials being delivered to SCIA throughout April. Landfill Manager Smith also provided details for Resolution 2024-43 (Rental of an Excavator and Bulldozer).

Odor complaints have subsided.

Parker also provided information related to Motion #3 (hiring three (3) seasonal laborers).

Reviewed bid details concerning Resolution 2024-44 (Awarding Fair and Open Contract Gas System). Bid was awarded to Atlantic Lining. Group discussion initiated by Barry Davis concerning QA/QC monitoring.

STANDING COMMITTEE REPORTS

Executive Committee (Lewis Schneider) – Committee Chairman Schneider not present.

Ad Hoc Committee (Richard Warner) – Committee Chairman Warner not present. Executive Director Acton reminded the Board of the upcoming Finlaw Building Meeting next week. Ad Hoc Chairman Warner will be present for the Finlaw Building meeting.

Personnel Committee (Laura Crane) – Committee Chairman Crane reported that Total Benefit Package letters have been distributed to all employees. Continuing to update the Employee Manual.

Solid Waste Committee (Barry Davis) – Committee Chairman Davis discussed continuing fecal coliform assessments and the need for state guidelines and subsequent legislature assistance. Reiterated the lack of state resources to identify and support guidelines. Additional fencing has been installed, implemented all USDA’s recommended to enhance SCIA bird control plan.

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. Motion carried by voice vote of 3-0.

UNFINISHED BUSINESS

Finlaw Building – Meeting next week.

NEW BUSINESS

- **RESOLUTION 2024-41:** Authorizing Payment of Bills
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **RESOLUTION 2024-42:** Amending 2024 Tipping Fees
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **RESOLUTION 2024-43:** Authorizing Rental of an Excavator and Bulldozer
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **RESOLUTION 2024-44:** Awarding Fair and Open Contract Gas System
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **RESOLUTION 2024-45:** Amending the Capital Budget Resolution
Roll Call Vote:

Recorded Vote

	Moved	2 nd	Yes	No	Absent	Abstain
Bestwick			X			
Schneider					X	
Davis		X	X			
Crane	X		X			
Warner					X	

Motion carried by roll call vote of 3-0.

- **MOTION 1:** M. DeAngelis 90-Day Review
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **MOTION 2:** Approval of an overnight stay in Atlantic City for the Executive Director and Landfill Manager to attend the SWANA Conference.
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.
- **MOTION 3:** Approval to hire three (3) seasonal laborers.
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.

PUBLIC SESSION

Hearing no comment, the Board shall proceed to Executive Session.

EXECUTIVE SESSION

- **RESOLUTION 2024-46:** Authorizing Executive Session (5:35 – 6:30 PM)
(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.

ADJOURN

Chairperson Bestwick asked if there was any further business for the Board. Hearing no objections, Chairperson Bestwick adjourned the meeting at 6:31 PM.

(M) Laura Crane (S) Barry Davis
Motion carried by voice vote of 3-0.

REMINDER
The next Regular Meeting is scheduled for
Thursday, April 11, 2024 @ 4:30 p.m.
Solid Waste Division Conference Room

Respectfully submitted,

Sandra S. Kearney

Sandra Kearney
Recording Secretary