

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

286 Welchville Road, Alloway, NJ 08001  
Solid Waste Division Conference Room  
Thursday, November 14, 2024 - 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**

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

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

**MINUTES**

The regular meeting minutes of October 10, 2024, were distributed to all members prior to the meeting for review. Motion to approve October 10, 2024 minutes.

**(M) Schneider (S) Davis**  
Motion carried by voice vote of 4-0.

**CORRESPONDENCE:**

South Jersey Agricultural Products, Inc. – Class B Recycling Center Application that was received on October 10, 2024 has been reviewed and deemed incomplete.

**EXECUTIVE DIRECTORS REPORT:**

Executive Director Acton provided the Board with clarification on each of the Resolution and Motion items that are to be covered in tonight’s agenda. She also noted that she had attended this week’s County Commissioner meeting as the Introduction Bond Guaranteed Ordinance (Cell 12) was introduced. Refer to Resolution 2024-87 on tonight’s agenda. Executive Director Acton pointed out that SCIA holiday schedule includes two (2) less paid holidays than the County holiday schedule. Salary ranges are being adjusted in part due to increases to State minimum wage requirements. The SWAC hearing date for Giordano’s revised application is being scheduled.

## **SOLID WASTE REPORTS:**

Copies of this report were distributed to all members prior to the meeting for review.

Statistical reports:

Landfill / Convenience Center Tonnage and Revenue = Up (13C was down)

Rainfall = Down (actually zero)

Leachate Gallons Hauling & Cost = Down

Leachate Treatment = Up (due to recent price increase - working to secure a contract)

Cover Use = minimal increase (3835 Oct 2023 vs 3836 Oct 2024)

Cover Use Revenue = Up significantly (great news – reduces our need to purchase)

Density = Up

Elevation = Up

Landfill Manager Smith clarified that fecal coliform sampling is only required upon outfall. Our levels are incredibly low due to recent dry conditions.

GPS troubleshooting continues. Alaimo reported that new measurements are accurate in the current cell. However, when measuring slopes on Cells 8 and 9 to confirm accuracy of the software system, issues were found with previous measurements of Cells of 8 and 9. Alaimo Group is reviewing previous calculations and topography reports and will report back with their assessment ASAP.

Landfill Manager Smith also reviewed two recent hauler incidents where materials were brought in with incorrect classifications and overweight. These loads required investigation, further inspection, special equipment and preparation fees.

## **STANDING COMMITTEE REPORTS**

**Executive Committee** (Lewis Schneider) – nothing new to report.

**Personnel Committee** (Laura Crane)

Have received 24 applications for Landfill Tech/Safety Coordinator position. Have narrowed that pool significantly and interviews have begun.

**Ad Hoc Committee** (Executive Reported for Richard Warner)

Invoices were not received from Fenwick Building for October, despite Executive Director Acton's reminder. So requisitions this month will include both October and November expenses.

**Solid Waste Committee** (Barry Davis)

September rainfall has limited water sampling (for fecal coliform results).

Vertical expansion application and O&M manual in process.

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

**UNFINISHED BUSINESS**

None

**NEW BUSINESS:**

- **RESOLUTION 2024-80 - RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY AUTHORIZING PAYMENT OF BILLS**

(M) Davis (S) Schneider  
 Motion carried by voice vote of 4-0.

- **RESOLUTION 2024-81 – RESOLUTION ADOPTING AMENDED BUDGET FOR 2025**

(M) Schneider (S) Davis

Recorded Vote

Governing Body Member	Motion	Second	Aye	Nay	Abstain	Absent
Bestwick, Susan			X			
Crane, Laura			X			
Davis, Barry		X	X			
Schneider, Lewis	X		X			
Warner, Richard						X

Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-82 – RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY AUTHORIZING WAGE AND SALARY INCREASES FOR EMPLOYEES EFFECTIVE WITH THE PAY PERIOD ENDING ON JANUARY 15, 2025**

(M) Schneider (S) Davis  
 Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-83 - RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY SETTING HEALTHCARE WAIVER COMPENSATION FOR CY 2025**

(M) Schneider (S) Davis  
 Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-84** – RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY APPROVING PERSONAL TIME CARRY-OVER FOR EXECUTIVE DIRECTOR JULIE ACTON

(M) Schneider (S) Davis  
 Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-85** -- OF THE SALEM COUNTY IMPROVEMENT AUTHORITY ACCEPTING THE SOLID WASTE FACILITY SANITARY LANDFILL CLOSURE ESCROW FUND AUDIT REPORT AND AUTHORIZING RELEASE OF SAME TO THE STATE OF NEW JERSEY

(M) Schneider (S) Davis

**Recorded Vote**

Governing Body Member	Motion	Second	Aye	Nay	Abstain	Absent
Bestwick, Susan			X			
Crane, Laura			X			
Davis, Barry		X	X			
Schneider, Lewis	X		X			
Warner, Richard						X

Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-86** -- 2025 AUTHORITY BUDGET RESOLUTION FISCAL YEAR: FROM JANUARY 1, 2025 TO DECEMBER 31, 2025

(M) Schneider (S) Davis

**Recorded Vote**

Governing Body Member	Motion	Second	Aye	Nay	Abstain	Absent
Bestwick, Susan			X			
Crane, Laura			X			
Davis, Barry		X	X			
Schneider, Lewis	X		X			
Warner, Richard						X

Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-87** -- RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY MAKING APPLICATION TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6 AND N.J.S.A. 40:37A-80 AND CERTAIN OTHER MATTERS IN CONNECTION WITH ISSUANCE OF NOT EXCEEDING \$11,000,000 COUNTY-GUARANTEED SOLID WASTE REVENUE BONDS (LANDFILL EXPANSION PROJECT - PHASE III) OR PROJECT NOTES TO THE NEW JERSEY INFRASTRUCTURE BANK FINANCING PROGRAM

(M) Schneider (S) Davis

**Recorded Vote**

Governing Body Member	Motion	Second	Aye	Nay	Abstain	Absent
Bestwick, Susan			X			
Crane, Laura			X			
Davis, Barry		X	X			
Schneider, Lewis	X		X			
Warner, Richard						X

Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-88** -- RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY APPROVING AN EXTENSION OF THE CONTRACT BETWEEN THE SALEM COUNTY IMPROVEMENT AUTHORITY (“SCIA”) AND ALS GROUP USA, CORP

(M) Schneider (S) Davis

Motion carried by recorded vote of 4-0.

- **RESOLUTION 2024-89** – RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY APPROVING PERSONAL TIME CARRY-OVER FOR LANDFILL MANAGER PARKER SMITH

(M) Schneider (S) Davis

Motion carried by recorded vote of 4-0.

- **Motion** – to approve 2025 Holiday Schedule

(M) Schneider (S) Davis

Motion carried by recorded vote of 4-0.

- **Motion** – to approve 2025 Salary Ranges  
 (M) Schneider (S) Davis  
 Motion carried by recorded vote of 4-0.
- **Motion** – to approve 2025 Salary Exceptions  
 (M) Schneider (S) Davis  
 Motion carried by recorded vote of 3-1.

**PUBLIC COMMENT:**

None

**EXECUTIVE SESSION:**

- **RESOLUTION 2024-90** – RESOLUTION AUTHORIZING EXECUTIVE SESSION at 5:37 PM  
 (M) Davis (S) Schneider  
 Motion carried by voice vote of 4-0.
- **Motion** to close Executive Session at 7:20 PM  
 (M) Crane (S) Schneider  
 Motion carried by voice vote of 4-0.
- **Motion** to Authorize Executive Director to send a letter to ECG Manufacturer with CC to Tetra Tech.  
 (M) Davis (S) Schneider  
 Motion carried by voice vote of 4-0.

**ADJOURN**

Chairperson Bestwick asked if there was any further business for the Board. Hearing none, the meeting was adjourned at 7:22 PM.

(M) Schneider (S) Crane  
 Motion carried by voice vote of 4-0.

Respectfully submitted,

***Sandra S. Kearney***

Recording Secretary

