

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

286 Welchville Road, Alloway, NJ 08001
Solid Waste Division Conference Room
Thursday, December 12, 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 - present

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

GUESTS/PRESENTATIONS

Representatives from the Statewide Joint Insurance Fund included Caroline Conboy, Tom Narolweski, Jim Philbin and Bill Ruch. Tom was here during our Tuesday, December 10, 2024, employee safety meeting and presented staff with good news that our loss ratio remained low again this year. The SCIA 3-year ratio was 12.97%. Because of this, the yearly increase was minimal, below the average increase for other agencies. Caroline noted that the average increase is trending around 2.23%. Insurance is not rated just locally. Events such as the hurricane that swept through TN and NC in the fall, effects pricing everywhere. Tom, Jim and Bill noted that our safety training/programs exceed minimal standards, that our staff is attentive and engaged during training and that leadership has done an excellent job to ensure that the safety culture remains high/positive.

MINUTES

The regular meeting minutes of November 14, 2024, were distributed to all members prior to the meeting for review. As well as Executive Session minutes of October 12, 2023; February 8, 2024; February 22, 2024; August 8, 2024; and November 14, 2024. Chairperson Bestwick noted that items from these Executive Sessions have all now been deemed complete, approved or closed. Chairperson Bestwick recommended and asked for a motion to approve of these minutes as submitted.

(M) Crane (S) Davis
Motion carried by voice vote of 5-0.

CORRESPONDENCE:

Giordano's revised application/plans have been accepted. A meeting has been scheduled to discuss the Amendment to the Solid Waste Plan on January 29, 2025, at 6:00pm. Executive Director Acton has sent invites to current SWAC members and municipal clerks. The Executive Director will make inquiries to confirm any member changes as a result of January municipal reorganization's to ensure the appropriate parties have will be in attendance.

A certified letter has been sent to and received by SKAPS concerning the Geomembrane Cover.

The Compliance Test Protocol for the enclosed Flare U1OS1 has been accepted by NJDEP.

EXECUTIVE DIRECTORS REPORT:

Resolutions for tonight's meeting include:

2024-91 – Payment of Bills

2024-92 - Farm Lease

2024-93 - Annual Fair and Open Process for Professional Services

2024-94 - Landfill Manager Contract

2024-95 – Budget Transfer

2024-96 – Supplemental Bond (Cell 12)

2024-97 – Salary and Wage Increase

Executive Director Acton met with the Local Finance Board yesterday (Landfill Cell 12) and has received approval.

Aging report – Solicitor has attempted to contact ENR. Legal filings have been made.

NJDEP inspection took place on November 27. Inspector Gandy was accompanied by the Executive Director and Ethan Young. Pictures were taken and no citations noted during the Inspector's visit.

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 = Down

Rainfall = Down

Leachate Gallons Hauling & Cost = Down

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

Cover Use = Up (due to slope work)

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

Density = Up

Elevation = Same

Landfill Manager Smith stated that Cover use is up due to slope work taking place. This also increases the density measurement. Despite yesterday's rain (was <1 inch), no sampling can take place.

Chairperson Davis asked about leachate considering the dryer weather we've been experiencing. Landfill Manager Smith reminded him that the landfill continues to produce about 2 trucks worth of leachate daily, despite the weather.

A new source of additional cover material has been identified. This new customer will be able to provide a more consistent supply of material per day.

Chairperson Schneider asked about the recent Salem City demolition projects. Landfill Manager Smith advised that NJDEP has been involved, and each demo is being inspected by NJDEP. Landfill personnel are also aware of deliveries and monitoring the loads for accuracy/safety. Commissioner Liaison Ramsey confirmed that at least 17 homes will be demolished in 2025.

GPS update/elevation/slope on previously covered Southern slope. Alaimo has estimated about 16,000 cubic yards were affected. This equates to about 1 month's landfill usage and airspace. After discussion between Alaimo and SCIA it has been decided to NOT uncover this area.

An off-duty employee recently observed a hauler taking Salem County material to a landfill in another County. The hauler denied, but photos/video and scale tickets confirmed this to be true. A meeting was held on December 10, 2024, and included the hauler, Executive Director Acton, and a representative from the Salem County Board of Health. The hauler was reminded that their A901 permit could be revoked if flow control policies were violated again.

STANDING COMMITTEE REPORTS

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

Personnel Committee (Laura Crane)

New Safety Coordinator/Landfill Tech began employment on December 9.

Ad Hoc Committee (Executive Reported for Richard Warner)

Finlaw Building reports are back from air sampling discussed during the October meeting – no asbestos found in sample.

There was an email concern from a SCIA subleasee concerning bags of trash and a caged utility room. Both items were investigated and resolved promptly.

Solid Waste Committee (Barry Davis) – nothing new to 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 to be received and filed.

UNFINISHED BUSINESS

None

NEW BUSINESS:

- **RESOLUTION 2024-91 - RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY AUTHORIZING PAYMENT OF BILLS**

(M) Warner (S) Davis
Motion carried by voice vote of 5-0.

- **RESOLUTION 2024-92 – AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT FOR FARMING PURPOSES**

(M) Warner (S) Davis
Motion carried by voice vote of 5-0.

- **RESOLUTION 2024-93 –ESTABLISHING A FAIR AND OPEN PROCESS FOR THE AWARDING OF PROFESSIONAL SERVICES CONTRACTS**

(M) Warner (S) Davis
 Motion carried by voice vote of 5-0.

- **RESOLUTION 2024-94 – AUTHORIZING THE EMPLOYMENT CONTRACT FOR THE POSITON OF LANDFILL MANAGER**

Roll Call Vote:

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

Motion carried by roll call vote of 5-0.

- **RESOLUTION 2024-95 – AUTHORIZING THE TRANSFER TO/FROM 2024 SOLID WASTE DIVISION APPROPRIATION ACCOUNTS.**

Roll Call Vote:

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

Motion carried by roll call vote of 5-0

- **RESOLUTION 2024-96 – AUTHORIZING THE ISSUANCE OF THE AUTHORITY’S NOT TO EXCEED \$11,000,000 COUNTY-GUARANTEED SOLID WASTE REVENUE BONDS (LANDFILL EXPANSION PROJECT – PHASE III) OR PROJECT NOTES**

Roll Call Vote:

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

Motion carried by roll call vote of 5-0.

- **RESOLUTION 2024-97 – AUTHORIZING AMENDING A PRIOR ACTION OF BOARD REGARDING COMPENSATION FOR BOARD MEMBERS EFFECTIVE JANUARY 1, 2025.**

Roll Call Vote:

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

Motion carried by roll call vote of 4-1.

- **Motion** – to hire Jillian Mosley for the full-time Safety Coordinator/Landfill Technician position.

(M) Crane (S) Warner

Motion carried by voice vote of 5-0.

PUBLIC COMMENT:

Commissioner Liaison Ramsey acknowledged the JIF attendance/comments. He appreciates the hard work taking place at SCIA and the commitment to safety from both leadership and employees.

Executive Director Acton will investigate the cost of purchasing electronic devices for use by the Board at monthly meetings to reduce paper usage and time spent preparing monthly presentation packs. She will also consult with G3 Services for approved IT/network protocol for such device usage.

SCIA will participate in Christmas at the Fairgrounds on December 12, 13 and 14. Please look for our tree and informational promotional items.

EXECUTIVE SESSION:

None

ADJOURN

Chairperson Bestwick asked if there was any further business for the Board. Hearing none, the meeting was adjourned at 5:34 PM.

(M) Schneider (S) Davis
Motion carried by voice vote of 5-0.

Respectfully submitted,

Sandra S. Kearney

Recording Secretary

