MINUTES OF THE REGULAR MEETING
THE SALEM COUNTY IMPROVEMENT AUTHORITY
286 Welchville Road, Alloway, NJ 08001
Thursday, August 13, 2026 - 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

Bestwick, Susan – present
Crane, Laura – present
Davis, Barry – present
Schneider, Lewis – present
Warner, Richard – not present

Michael Aimino, Esquire; Julie Acton, Executive Director; Parker Smith, Landfill Manager; and Sandra Kearney, Recording Secretary, were also in attendance.

MINUTES

The Regular meeting minutes of July 9, 2026, were distributed to all members prior to the meeting for their review.

Chairperson Bestwick recommended and asked for a motion to approve the regular meeting minutes of July 9, 2026, as submitted.

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

CORRESPONDENCE

- The Authority received a Rutgers design proposal for a bio-retention basin. This is the second or third proposal received, the first from Rutgers. The proposed cost is significantly lower than prior designs and the estimate includes the design and materials list. Rutgers reports a high success rate with its other basin projects. Mr. Schneider noted that Rutgers previously installed rainwater basins in Elmer and that after the second year, the Borough became responsible for maintenance. The required maintenance plan is several pages of instructions/requirements. Ms. Crane suggested we contact the County Ag Office for more information on their Filter Strip program. This program has been available to local farmers and a monetary reward offered for individual upkeep.

EXECUTIVE DIRECTORS REPORT

- Attended scheduled meetings:
  Prime Point Webinar: Jul 10
  Harassment & Discrimination Training: Jul 21
  From Permitting to Public Trust Webinar: Jul 23
  NJDPB webinar: Aug 5
  Executive Committee: Aug 3
  Personnel Committee: Aug 3 & 4

Solid Waste Committee: Aug 4
Ad Hoc Committee: Aug 10

- Reviewed/contacted customers with aging past due accounts:
  - ENR Environmental Services: $40,954.34
  - RJM Construction Services Inc.: $2,348.19

- Tonight's agenda will include:
  - Line-item transfer to cover additional insurance costs. SCIA had forecasted a 3.5% increase, the actual increase was 8.1%.
  - SWOT analysis has been sent to all Board Members. Executive Director Acton requested the Board to review and respond to her with recommendations.
  - Salem County Fair resulted in 6.25 tons of garbage, which was brought to SCIA and fees covered by Clean Communities funding. REA funds paid for Bill Kerwood's "Magic of Recycling" show for two nights, August 6 & 7, 5:30 pm in the Stage Arena.
  - Vandalism of McKillip Road lawn between Welchville Road and the Landfill entrance. NJSP was provided with SCIA surveillance photos and video. No response yet from NJSP. Information was posted on the SCIA webpage also asking for information, with minimal response.
  - VFW Veterans Memorial Wreaths Program is looking for sponsors. These are wreaths that will be recycled yearly, for use at the Salem County Veterans Cemetery (similar to Wreaths Across America), and will be stored by the County when not on display at the Cemetery. An informational flyer is available for your review if interested.
  - The County now has two (2) drop boxes for syringes, one in Salem, the other in Carney's Point. Information has been shared on our website. The County hopes to have five (5) installed throughout the County soon. An informational flyer is available for your review if interested.
  - The Salem County Flu schedule has been announced. An informational flyer is available for your review if interested. Ms. Crane mentioned that she has discussed this year's vaccine with Commissioner Collier. 2026 flu-season vaccines will NOT include MRNA.

SOLID WASTE REPORTS:

Statistical

- Tonnage = Down slightly (13C up slightly)
- Convenience Center Revenue = Down (we are seeing an increase in Monday usage)
- Avg Price/Ton = Up
- Rainfall = Up (July totaled 6.72" - drought conditions remain moderate per NWS.
- Leachate Gallons, Hauling and Treatment Costs = Leachate was low considering the rain. Increased pick-up schedule to lower the tank level from 8' to 3' feet. We should expect to see the treatment and hauling costs higher in the August report
- OT = Down
- Cover Use = Up (NJ DEP and continued slope work)
- Cover Expense = remains at $0 for this year.

- Cover Revenue = Up (Excellent. If we had to purchase material, it would cost ~25% more. Tomorrow, August 14, SCIA should hit the $1,000,000 mark for Cover Revenue. To purchase the same amount of dirt would've cost ~$1,250,000. Hilltop has been the largest dirt customer so far in 2026, but their project has been paused. Capitol still has many more months of work, so they should surpass Hilltop very soon.
- Density = Down
- Elevation = Up

Landfill Manager's Report

- Asphalt millings from Acton Station Road have been received. Overtime was required for the project as the contractor started milling transport at 6am. Some of the millings have already been used in landfill road building/elevation. SCIA is expecting more millings from the Telegraph Road project, not sure how many road miles that will include and what percentage SCIA will be receiving.
- Advance Scale automation – representatives were here in July to observe scale traffic. This information has been forwarded to B-Tek, and we will schedule a presentation as soon as vacation schedules settle down
- NJDEP inspection – there was no visit in July. Inspector Gandy arrived yesterday, August 12. Inquisitive, but no violations.

Engineer's Report

- Ms. Bestwick asked if the closure/post closure checklist had been provided to Auditors. Executive Director Acton confirmed that the information has been provided.
- Cell 12 plans are being reviewed by NJDEP. The NJDEP representative whose been appointed for Cell 12 review is the same rep that's currently analyzing the EGC data. Landfill Manager Smith noted that we have good working relationship with the rep, we are in capable hands.

STANDING COMMITTEE REPORTS

- **Executive Committee** (Lewis Schneider) – nothing to report.
- **Personnel Committee** (Laura Crane) – Laborer/Scalemaster position – a motion is on the agenda, to be presented later
- **Ad Hoc Committee** (Exec Director Acton speaking on behalf of Richard Warner) – Cell 12 and I-bank work is on-going.
- **Solid Waste** (Barry Davis) – nothing to report.

Chairperson Bestwick, without objection, ordered the Executive Director, Statistical, Landfill Manager, Engineers, and Committee Reports to be approved.

UNFINISHED BUSINESS

Finlaw Building – nothing to report.

NEW BUSINESS:

- **RESOLUTON 2026-56 - RESOLUTION OF THE SALEM COUNTY IMPROVEMENT AUTHORITY AUTHORIZING PAYMENT OF BILLS**

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

- **RESOLUTON 2026-57 - Resolution TO TRANSFER TO/FROM 2026 SOLID WASTE DIVISION APPROPRIATION ACCOUNTS**

  Discussion: Shortfall insurance forecast = $3,000 increase for FY2026

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

  Roll Call Vote:

Name	Motion	Second	Yes	No	Absent	Abstain
Bestwick			X			
Crane			X			
Davis	X		X			
Schneider		X	X			
Warner					X	

- **MOTION – FULLTIME LABORER/SCALEMASTER REQUEST**

  Discussion: to promote a current (and repeat) part-time seasonal worker to a full-time position. There was a void due to the retirement of a previous seasonal worker, and this full-time move also allow for additional scale coverage (after Scale Master certification).

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

PUBLIC SESSION

Chairperson Bestwick opened the meeting for public comment at 5:04 pm. Hearing no one, Chairperson Bestwick questioned whether the Board had a need for Executive Session this evening. The Board confirmed the need for an Executive Session. Executive Session is required for discussions involving contract negotiations, potential or existing litigation, and attorney/client privilege.

- **RESOLUTON 2026-58 - RESOLUTION AUTHORIZING EXECUTIVE SESSION**

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

EXECUTIVE SESSION

Executive session began at 5:05 pm.

- **MOTION – TO CLOSE EXECUTIVE SESSION** (5:35 pm)

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

ADJOURNMENT

Chairperson Bestwick requested a motion to adjourn.

- **MOTION – TO ADJOURN MEETING** (5:36 pm)

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

Respectfully submitted,

Sandra S. Kearney

Recording Secretary

The next meeting will be held on
September 10, 2026, 4:30 pm