

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, February 24, 2016**

**Meeting Opening**

The meeting was called to order at approximately 4:24 p.m. by Mr. Nedohon. The notice of the meeting was read by Mr. Nedohon.

Roll call of the Board Members of the Improvement Authority was taken. Mr. Olivio-Present; Mr. Jones-Present; Mr. Lopez-Present; Mr. Nedohon-Present; Mr. Kelly-Present.

**The Pledge of Allegiance was recited.**

Freeholders present: Mr. Joseph Derella & Ms. Darlene Barber
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**Approval of Agenda**

Mr. Nedohon asked for a motion to approve the agenda. The motion was made by Mr. Kelly, seconded by Mr. Jones.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.

**Approval of Minutes**

Mr. Nedohon asked for a motion to approve the January 27, 2016, Regular Meeting, Public Session Minutes. The motion was made by Mr. Kelly, seconded by Mr. Jones.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes  
The motion was approved by a 5-0 Vote.

**Executive Director's Report**

Things are going extremely well. Operations continue at CWED, DMV and 1<sup>st</sup> Floor of 275 N. Delsea Drive. We continue to work through systems balancing, final closeout and operational training for the new facilities, but we have a great handle on that. Interior and exterior renovations continue on 275 N. Delsea Drive. As you know, the previous owner left us with unexpected issues associated with site work. Therefore, site costs were higher than expected. That being said, site work is almost complete. Rough paving is completed and due to the weather, final paving will take place on Good Friday while everyone is off. Final seeding, grading and line striping will be completed in early spring. Treasury, phase II will move in on March 21<sup>st</sup> and 23<sup>rd</sup>. Phase 3 design is now underway and we will begin demolition under current contract as soon as current tenants are relocated to their permanent locations. We are finalizing pricing for phase III and expect to make formal recommendation to Board in March. We continue to operate as expected/budgeted. We have worked through additional parking options for phase III as well.

All Leases with NJ Treasury have been finalized. As noted above move in date of March 1, 2015 has been moved back to accommodate site work. We didn't want full occupancy until construction equipment and all concrete work was completed. As noted above, Treasury has approved phase 3 and plans and specifications are being developed. Cost estimates have been received and we are finalizing based upon revisions to scope and specifications required by the state. We are working through parking assignments for all tenants and customers. You will note that our monthly operating budget shows a small net loss due to the fact that Treasury is one month behind in their rent payment and while we are paying full debt service for both phases of construction, we have not received additional revenue for new tenants (start date 2/21 and 2/23).

The Technical High School is moving along very well. Site work for Phase I is completed and will resume in the spring. Steel erection, roof decking and roof are almost complete and roof systems are being installed. Brick is almost completed and windows and doors are being installed. Interior HVAC, electric, sheet rock, flooring, terrazzo, tiles, fixtures and painting are moving along very well. We are working with the contractor to finalize current schedule. Security measures are going well. We did have recent theft of electrical wire on site. We are installing a wireless camera system that will be remotely manned after hours to ensure continued safety measures are implemented. Construction report was forwarded under separate cover.

The Arts and Innovation Center is under construction. Site work is moving forward and we expect footings during the week of 2/15. Unanticipated underground concrete footings were encountered during excavation. This, as well as weather issues, delayed the installation of new footings by a couple of weeks. We are moving through NMTC financing and have a closing scheduled for March 2016. In the interim, CCIA will provide predevelopment and construction financing. DCA finally approved the first draw of the grant funding. We are requesting an extension of the loan to HCDC to allow for final draw to take place.

LED lighting installation is complete. Rebates were received. LED lighting is being installed in all new and newly renovated projects.

E-Waste collection has become a serious concern. The Governor vetoed a bill that would have continued funding for OEMs to recycling entities. Through a lot of hard work and some luck, Tony has located a vendor that is willing to take E-Waste at \$0. However, this requires a lot of work and coordination with our municipalities. We will need to collect the e-waste and bring to the SWC so it can be loaded in a specific manner and shipped in bulk. Our municipalities will be forced to cooperate if they want to be charged \$0. We are holding a mandatory meeting to go over the new process and agreement. We will be modifying our current MOUs to memorialize these agreements. This has created a situation where we now have to pay for recycling of electronics. Our Household Hazardous Waste RFP has been released to the public. This will be for the 2016 HHW events.

Recycling Rebates are finalized and are included in the February invoicing. As you know, agreements were modified so that the terms were consistent for all municipalities. All agreements have been returned except for Millville. We will continue to utilize both recycling vendors to maximize efficiencies and pricing. Tonnage continues to increase. Pricing continues to be an issue. Our current rate has been at the floor for several months. We have negotiated a \$0 cost renewal with our current vendor. The new agreement's objective will be to minimize potential losses, while leaving the door open for revenue if the market makes a correction. We will no longer be taking in residue from RE Communities. These loads were causing significant damage to our trailers. We have started to receive NON-Flow Controlled type 10 trash to offset this loss of revenue. This waste stream is more conducive to landfill operations as well as gas production.

Our Fleet Maintenance operation continues to move along very well. Volume has increased in February and we seem to be back on track. Our new staff person has been charged with follow up and marketing efforts with County Department Heads.

We are investigating the implementation of a new car/truck wash to be located at the landfill. We believe this will be a great opportunity to continue to share services, provide a new resource to the county as well as our municipalities and the state. We also expect current customers to utilize the car wash. Obviously, we cannot implement unless we can make this a break even operation for the CCIA.

We continue to look at CNG vehicle purchase to support Energy HUB and cost saving objectives. Working with CATS to create CNG vehicle purchase for all new buses.

Impound lot is completed and we received our first 3 vehicles in February.

We collected more than 1200 tires as a result of this effort. The tires were collected at NO COST to the County and Municipalities. As a result of a state recycling grant, we can implement a tire amnesty program for County residents. We expect to roll that program out in May 2016. We now have secured two vendors and tire recycling efforts are back on track.

Our Bridgeton efforts have been redirected to focus on the redevelopment of the Bank Building currently owned by the CCIA and the expansion of the Food Innovation Center. We have initiated a grant application for the FIC and expect to meet with USEDA representatives over the next few weeks to introduce the project and take them for a tour. One of the South American companies that came down in September is now beginning to operate her business at the FIC. This is a great opportunity that can be replicated with other businesses and countries.

We had several meetings with Constellation Energy to move the Energy HUB project forward. We approved 2 developers to provide move forward to the RFP phase of our Bio-Solids project. We are meeting with each of them prior to officially releasing the RFP. Additionally, we continue to discuss substantial implementation and expansion efforts to our energy HUB project.

Treatment enhancement project is completed and the system is operational. We are working on operational modifications to tune the system in, but so far, 50% of the previously rejected effluent is being retreated and released to the basin. Now that the system is operational and the new tank is on line, we can fill tankers directly from the large on site tank much more efficiently than current pumping process.

Off-site hauling of leachate continues very well; our water levels have been reduced by more than 4 feet. The impacts of this hauling and dewatering continue to have a positive impact on the methane gas operations, the treatment facility and the overall landfill operations. However, the cold weather is negatively impacting the landfill gas production. Condensation and freezing of meters and other measuring devices are caused by cold weather conditions.

The GPS system that was installed on our large equipment has also made a significant impact to the overall operations on the landfill and associated dirt work for the cover, landfill earthwork and side slopes. The top of the landfill is flat and we have eliminated ponding water and increased our compacting and cover efficiencies. We have approximately 2 more lifts (20-25 feet) remaining on the current cells.

First phase of the cell construction is well underway and moving along quickly. Significant progress has been made with the earthwork. Construction is expected to be completed in early April. Our application for phase II has been submitted to NJEIT. Unfortunately, we are experiencing delays with our application, but are pushing the state to move the application along. We hope to be out to bid in March.

The Class B and Gasification facility were approved by the Freeholder Board.

Resolution to the PILOT and MOU issues continue to be delayed by the reorganization process taking place in the City of Millville.

## **Resolutions**

Mr. Nedohon requested that the Solicitor handle Resolutions on the Agenda. Resolutions were read by Solicitor Gibson. Mr. Gibson stated that Resolution 2016-030 would be tabled and therefore not included for Board consideration.

Mr. Nedohon called for a motion to approve the Resolutions 2016-026 through 2016-043, excluding 2016-030. The motion was made by Mr. Kelly and seconded by Mr. Jones.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote

## **Treasurer's Report**

1. Monthly Year over Year Tonnage:  
13,662 tons were brought into the Solid Waste Complex; in-county municipal waste (type 10) decreased by 380 tons or 5%. Total in-county tons decreased by 524 tons and out-of-county tons received decreased by 2,183 due to a prior year special project; this represents a net decrease year over year of 2,707 tons or 16.5%.
2. General Fund:  
The General Fund balance is variable based on cash needs for the month which include payments to be reimbursed from various sources of funds for closure

projects, landfill equipment, other activities budget, and short-term loans for development activities. There was a net increase in the general fund of \$1,180,774 for the month, primarily due to a repayment of costs from Cell Construction and other periodic transfers. The ending balance of the General Fund is \$8,142,449, with \$4,623,890 owed back to the General Fund.

3. Cash and Investments:

Interest earned on the local and trustee accounts for the month amounted to \$8,146 as noted on the schedule of bank account balances.

4. Landfill Operations Summary – Profit and Loss Statement:

Landfill operations generated revenues of \$902,378 which included total tipping fees of \$851,271 and revenues from other landfill activities of \$51,107. Total revenues of \$926,965 less total expenses for the month of \$588,004 resulted in a net excess of \$338,961.

5. Economic Development Operations Summary – Profit and Loss Statement:

Economic Development operations generated revenues of \$250,827 which included rental income of \$138,824, project management fees of \$99,701, and other income of \$12,302. Total revenues less total expenses of \$224,466 resulted in a net excess of \$26,361.

**Old Business** – No Old Business

**New Business** – Mr. Velazquez indicated that the HCDC had reimbursed \$364,000 of their current \$549,000 loan.

**Freeholder Liaison Remarks**

Mr. Derella – Congratulated the Board Members on their appointments. Thanked them for their hard work and looking forward to 2016.

Ms. Barber – Welcomed Andre Lopez to the Board and looking forward to the great work that will be accomplished in 2016.

**Open Public Comment Session**

Mr. Nedohon called for a motion to go into Open Public Comment Session. A motion was made by Mr. Kelly, seconded by Mr. Jones to go into Open Public Comment Session.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.

Ms. Nancy Ridgeway requested the street address pertaining to the property involved in the tabled Resolution 2016-030. Mr. Velazquez responded that there is no street address on the vacant lot just Lot and Block numbers. Ms. Ridgeway then asked if Public Notices were legally required to be posted on bulletin boards in County Buildings or just Publicly Noticed in newspapers. Solicitor Gibson responded that he is not aware of any legal requirement in regards to posting on bulletin boards in County offices. In regards to Professional Legal Services, Ms. Ridgeway wanted to know how the Authority is billed by the firms. Mr. Velazquez explained that a “not to exceed amount” is placed in the contract in anticipation of expected work

throughout the year. He also clarified that payment for services is based upon actual work completed.

No other members of the public wished to comment at this time.

### **Close Public Comment Session**

Mr. Nedohon called for a motion to close Public Comment Session. A motion was made by Mr. Lopez, seconded by Mr. Kelly to close Public Comment Session.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.

The motion was approved by a 5-0 Vote.

### **Executive Session**

At approximately 5:27 p.m. Mr. Nedohon called for a motion to go into Executive Session. Prior to the resolution, Solicitor Gibson provided proper notice and indicated that discussion during the closed session would include the discussion of matters involving the purchase, lease or acquisition of real property, contract negotiation where the public body is a party or may become a party, appointment, termination of employment, conditions of employment, evaluation of performance, promotion or disciplining Solicitor Gibson read Resolution #2016-026 and noted that further business could be conducted after the conclusion of the Executive Session.

The motion was made by Mr. Jones, seconded by Mr. Kelly.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes. The motion was approved by a 5-0 Vote.

### **Resume Public Session**

Mr. Nedohon called for a motion to come out of Executive Session and resume Public Session at approximately 6:10 p.m. The motion was made by Mr. Jones, seconded by Mr. Lopez.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.

The motion was approved by a 5-0 Vote.

### **Adjournment**

Mr. Nedohon called for a motion to adjourn the meeting. A motion was made by Mr. Jones, seconded by Mr. Lopez.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.

The motion was approved by a 5-0 Vote.