

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, July 27, 2016**

**Meeting Opening**

The meeting was called to order at approximately 4:07 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-  
Absent; Mr. Jones-Present; Mr. Lopez-Present; Mr. Nedohon-Present; Mr. Kelly-Absent.

**The Pledge of Allegiance was recited.**

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| Freeholders present: None present |
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**Approval of Agenda**

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

Mr. Olivio Absent; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Absent.  
The motion was approved by a 3-0 Vote.

**Approval of Minutes**

Mr. Nedohon asked for a motion to approve the June, 2016, Regular Meeting, Public Session Minutes and the June 2016, Executive Session Minutes. The motion was made by Mr. Jones, seconded by Mr. Lopez.

Mr. Olivio Absent; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Absent  
The motion was approved by a 3-0 Vote.

**Mr. Kelly arrived at 4:11 p.m.**

**Executive Director's Report**

Building Operations:

Operations continue to move along very well at CWED, DMV and 1<sup>st</sup> Floor of 275 N. Delsea Drive. Final paving, seal coating, striping and speed bumps are completed. Exterior and LED signs are installed and fully operational. Treasury is occupying the second floor space. All rent payments have been made. Demolition in the Phase III area is complete and construction has begun. We expect completion of this phase in 60-90 days. We continue to operate as expected/budgeted. We have revised our parking strategy

to be placed on our current site, rather than on adjacent property. This will expedite the approval process and save considerable construction costs. All Leases with NJ Treasury have been finalized for phase III. Final punch list for CWED continues. We are still experiencing some issues with HVAC system balancing. We were able to track down Honeywell's Government Relations Director, who in turn contacted the NJ District Director to elevate this issue on their radar. We were assured that Honeywell will be much more attentive going forward.

Now that rents are up to date, operations are back on the black. We continue to self-finance the renovations to the subsequent renovation phases to avoid interest expenses.

Our No Smoking Policy is moving forward. Jeannine is working with the City of Vineland to finalize the policy and prepare for implementation in the next couple of months. We want to provide proper notice and directives for implementing this policy.

The Technical High School is moving along very well. We are working with the contractor to finalize current schedule. Security measures are going well. Construction report was forwarded under separate cover. Furniture is being delivered and final cleaning has begun. We have several events planned for August and September. Ribbon Cutting Ceremony is tentatively scheduled for September 8<sup>th</sup>.

The Arts and Innovation Center is under construction. Steel and walls are completed and brick work has begun. The magnitude of the building on High Street has become evident. Construction draws are proceeding very well and CCIA has been reimbursed for all of its predevelopment costs.

E-Waste collection issues continues to progress very well. Coordination of Vineland E-Waste is proving to be more difficult than expected due to staffing and facility constraints at the Vineland Public Works complex. See Tony's report for additional information.

The next Household Hazardous Waste event is scheduled in September. Flyer is in your Board Packet. We are planning and budgeting for FY 2017.

We continue to work through issues with Millville. Each time I think we are getting closer to resolution, they ask for something different. We recently received an email from Millville's solicitor indicating that they were going to pay for any overages associated with the current derelict housing approval. 88 tons remains from the current allocation of 300 designated by the MOU.

We continue to utilize both recycling vendors to maximize efficiencies and pricing. Tonnage continues to increase. Pricing/Market is turning around and we are once again being paid for our single stream. As you are aware, we no longer hauling residual waste from RE Communities. However, due to the quality of our single stream and the positive change in the market, we were able to work out a contract with RE to process single stream and deliver residual waste to the landfill. We have continued to receive NON-Flow Controlled type 10 trash to offset the loss of residual waste revenue. This waste stream is more conducive to landfill operations as well as gas production.

Our Fleet Maintenance operation continues to move along productively. Unfortunately, productively does not necessarily mean profitable. We are constantly working on volume and break even operations with the County. I have asked the County Administrator and the Freeholder Director to look into why we have not received any CATS vehicles over the past 2 months. I have initiated discussions with a couple of municipalities in hopes of increasing our volume and we received our first municipal vehicle from Hopewell Twp. We continue regular meetings with the staff to track progress.

The design and development of the new car/truck wash continues. 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. We expect the project to cost approximately \$1.8 million. We have agreed upon the best location for the facility. After review of financial projections and costs, I do not believe that the facility will break even. I will provide additional information as I receive it, but this decision will be based upon the impact on our fleet and the service provided to the County, municipalities and the state. Even though I don't think it will be profitable, I believe in the long run, the facility will benefit our fleet and benefit the CCIA and the County, but will not break even.

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. Constellation Energy and SJ

Industries are working to market the facility and locate potential users. In the meantime, and in order to handle our current fleet, we are going to install a slow fill facility. This will hold us over until a new, more robust plan can be implemented. No change for this reporting period.

Impound lot is completed and we continue to receive vehicles from the County. Repairs and camera installation are complete.

The Tire Amnesty program went well. Tony and Rita are working on marketing for the balance of the tonnage set aside for this program. Tony's report includes a full update. We now have secured two vendors and tire recycling efforts are back on track. Due to the volume of tires, we are concerned that we may go over our \$40,000 bid threshold. Even though recycling does not require a public bidding process, we are going to follow our previous best practice and put this service out to bid.

The spill that was caused by the equipment fire and the subsequent testing is complete. All dirt has been removed and tested. This issue has been closed out.

Deerfield rescue vehicle was processed and forwarded to Deerfield.

Our Bridgeton efforts continue to be redirected to focus on the redevelopment of the Bank Building currently owned by the CCIA and the expansion of the Food Industry Commercialization Center. We have initiated a grant application for the Commercialization Center. We continue to work with the S. American and California companies. We are also meeting with a Swiss Company to discuss possible location at our facility as well.

We had several meetings with Constellation Energy to move the Energy HUB project forward. We are working on 4 significant initiatives. 1; the development of a Combined Heat Power Plant on the College Campus that would service both the College and new Technical High School, 2; a solar initiative that would be located at the SWC that would service all the electrical needs of the SWC, 3; the CNG facility and 4; a potential solar array on the former Bridgeton Municipal Solid Waste Complex. We had a very productive meeting with a local business and our solar developer regarding the progress of our solar initiatives. We are coordinating meetings with BPU, ACE and on PJM to move these initiatives forward. We are working with SJI, Constellation and EPP to develop a strategy and cost for installation of a new gas line on site. This will allow the conversion of our current diesel and propane systems. EPP is also investigating the use of natural gas to supplement its electric generation.

Treatment enhancement project is completed and the system is operational. We continue to treat 50% of the previously rejected effluent and discharge directly into the basin. Our operational and cleaning issues have been resolved at the plant and we are now treating more than 1million gallons of leachate per month. Off-site hauling of leachate has terminated. Our tank levels are down significantly and we can now handle residual reject/leachate as a component of dust control at the face of the landfill. Water levels have been reduced to the point where the pumps are running dry while water levels are being tested in pump house3. The impacts of this hauling and dewatering are positively impacting the overall landfill operations, but is not having the expected impact on our gas production.

We discovered a problem with one of our main lateral collectors. We expect to install a new lateral to replace the current compromised lateral. Gas expansion project is underway. New wells should be completed in the next 60 days.

Our Class B Facility is making its way through the DEP approval process. We expect the facility to be operational in 1<sup>st</sup> quarter of 2017.

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.

First phase of the cell construction is completed and Phase II is underway. Construction is progressing very nicely.

## **Resolutions**

Mr. Nedohon requested a motion to approve the Resolutions by consent.

Mr. Nedohon called for a motion to approve the Resolutions 2016-111 through 2016-120.

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

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

The motion was approved by a 4-0 Vote.

Mr. Nedohon requested that the Solicitor handle Resolutions on the Agenda. Resolutions were read by Solicitor Rapuano.

Mr. Nedohon called for a motion to approve the Resolutions 2016-111 through 2016-120. The motion was made by Mr. Kelly and seconded by Mr. Jones.

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

The motion was approved by a 4-0 Vote.

## **Treasurer's Report**

1. Monthly Year over Year Tonnage:

16,560 tons were brought into the Solid Waste Complex; in-county municipal waste (type 10) decreased by 266 tons or 3%. Total in-county tons decreased by 33 tons and out-of-county tons received decreased by 2,388 due to the discontinuation of two special projects; this represents a net decrease year over year of 2,421 tons or 13%.

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 decrease in the general fund of \$46,759 for the month and an ending balance of \$11,450,144. Amounts owed back to the General Fund totaled \$2,529,987.

3. Cash and Investments:

Interest earned on the local and trustee accounts for the month amounted to \$9,522 as noted on the schedule of bank account balances.

4. Landfill Operations Summary – Profit and Loss Statement:

Landfill operations generated revenues of \$1,043,094 which included total tipping fees of \$1,002,000 and revenues from other landfill activities of \$41,094. Total revenues of \$1,067,817 less total expenses for the month of \$824,564 resulted in a net excess of \$243,253.

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

Economic Development operations generated revenues of \$250,002 which included rental income of \$184,824, Project Management fees of \$50,246, and other income of \$14,932. Total revenues less total expenses of \$262,961 resulted in a net deficit of \$12,960. This deficit is primarily attributed a third payroll occurring within the month and a \$7,000 deficit in Fleet Maintenance operations.

**Old Business** – No old business.

**New Business** – No new business.

**Freeholder Liaison Remarks**

No Freeholders present at meeting.

**Open Public Comment Session**

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

Mr. Olivio Absent; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 4-0 Vote.

Ms. Nancy Ridgeway stated how happy she was that the Tire Amnesty program was such a success and asked how much longer the program would be available to the public. Mr. Velazquez once again explained the difference between the current County wash bay and the proposed truck/car wash.

Mr. Dean Hawk questioned the Improvement Authority's role in the impending closing of the Progresso Plant in Vineland. Mr. Velazquez explained that the Authority is the Economic Development arm of Cumberland County and therefore involved in all aspects of such. Mr. Hawk asked for an explanation of Resolutions #2016-117 and #2016-118, amending the contracts for Professional Services. Mr. Velazquez explained the process of Professional Service contracts and the inability to predict the exact needs for the upcoming calendar year.

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. Jones, seconded by Mr. Kelly to close Public Comment Session.

Mr. Olivio Absent; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 4-0 Vote.

**Executive Session**

At approximately 4:43 p.m. Mr. Nedohon called for a motion to go into Executive Session. Prior to the resolution, Solicitor Rapuano 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, pending or anticipated litigation or 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 Rapuano read Resolution #2016-111 and noted that further business could be conducted after the conclusion of the Executive Session.

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

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

The motion was approved by a 4-0 Vote.

### **Resume Public Session**

Mr. Nedohon called for a motion to come out of Executive Session and resume Public Session at approximately 5:11 p.m. The motion was made by Mr. Jones, seconded by Mr. Lopez.

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

The motion was approved by a 4-0 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 Absent; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.

The motion was approved by a 4-0 Vote.