

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, June 22, 2016**

**Meeting Opening**

The meeting was called to order at approximately 4:09 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-Present.

**The Pledge of Allegiance was recited.**

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. 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.

**Approval of Minutes**

Mr. Nedohon asked for a motion to approve the May, 2016, Regular Meeting, Public Session Minutes and the May 2016, Executive Session Minutes. 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.

**Mr. Nedohon abstained from the Minutes Approval due to his absence at the May Meeting.**

**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. Systems balancing, final closeout and operational training for the new facilities are finalized. Final punch list for CWED continues. We are still experiencing some issues with HVAC system balancing. 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 was approved at the last meeting and is almost complete. We continue to

operate as expected/budgeted. We continue to discuss possible parking options for phase III with the City Engineer and adjacent owner.

All Leases with NJ Treasury have been finalized for phase III. Bids were received for phase III renovations and a recommendation to award is on the agenda for approval. We are working through parking assignments for all tenants and customers. 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 for our facilities has been delayed due to the preparations for closing of the Arts and Innovation Center financing. Jeannine is working with the City of Vineland to implement in June, early July. Notice will be given and designated areas will be created.

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.

The Arts and Innovation Center is under construction. Site work is moving forward and footings and block walls are completed and floors are poured. Structural steel is complete and steel framing has begun. Site has taken on whole new look. Our NMTC financing closed and we received our first reimbursement for pre-development and construction expenses on June 13<sup>th</sup>. CCIA is fully reimbursed for the loan to Holly City Development Corp.

We experienced some issues with LED lights installed at the SWC. The supplier and manufacturer were on site (3/17) to rectify the issue. We received additional parts from the electrical supplier. Our electrician is coordinating installation along with surge protection specifications. We are waiting for a final determination from the vendor regarding the warranty and amount to be reimbursed. This is still ongoing. 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.

The Household Hazardous Waste event went very well. 499 cars were processed by our staff and our recycling vendor.

Recycling Rebates were paid in February. We are planning and budgeting for our Clean Communities grant.

We continue to work through issues with Millville. Each time I think we are getting closer to resolution, they ask for something different.

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 initiated discussions with a couple of municipalities in hopes of increasing our volume.

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.

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.

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 met with the County and the County Health Department to discuss tire pick up and removal as well as the impacts of mosquitoes/tires. 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.

We had an equipment fire at the landfill on Wednesday, May 18<sup>th</sup>. Wyndham Construction's insurance company processed the site and removed the excavator this week. Wyndham also removed necessary dirt from the site that was impacted by the fluids that leaked from the machine as a result of the fire.

Our payment of bills includes a check to Deerfield to purchase a new rescue vehicle.

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. One of the South American companies that came down in September is now beginning to operate her business at the FIC. Another California business that is currently operational at the Rutgers facility is interested in locating in our Center. 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 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 have made significant progress with ACE regarding our grid integration and potential connection through express feeders, rather than the 69kV hook up.

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. I am going to ask Constellation and our Solar Developer to make a presentation to the Board at the next meeting.

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. We are experiencing some issues with infiltration in our new RO system. Dynatec is working with John and Jim to resolve. UF tubes have been cleaned and we are 100% operational. Rather than purchase additional tubes, we believe we can modify our cleaning and maintenance program to keep the tubes clean and therefore maximize the flow. 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 will cease very shortly. 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 house 3.

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. EPP visited the site to evaluate the gas system. We discovered a problem with one of our main lateral collectors. We expect to install a new lateral to replace the current compromised lateral. Bids for the gas expansion were received on May 26<sup>th</sup>. A recommendation for award is on the agenda for approval.

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. We held a pre-construction meeting with the contractor and DEP to review the NJEIT inspection and payment process as well as the

SED and worker interviews that are part of the grant administration requirements. We expect the first cell to be on line in 150 days

### **Resolutions**

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

Mr. Nedohon called for a motion to approve the Resolutions 2016-096 through 2016-110.

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.

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

Mr. Nedohon called for a motion to approve the Resolutions 2016-095 through 2016-110. 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

**Mr. Nedohon abstained from Resolution #2016-103.**

### **Treasurer's Report**

1. Monthly Year over Year Tonnage:

16,248 tons were brought into the Solid Waste Complex; in-county municipal waste (type 10) increased by 601 tons or 7%. Total in-county tons increased by 1,196 tons and out-of-county tons received decreased by 3,191 due to the discontinuation of two special projects; this represents a net decrease year over year of 1,995 tons or 11%.

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 \$576,834 for the month and an ending balance of \$11,496,902. Amounts owed back to the General Fund totaled \$2,542,374.

3. Cash and Investments:

Interest earned on the local and trustee accounts for the month amounted to \$10,237 as noted on the schedule of bank account balances.

4. Landfill Operations Summary – Profit and Loss Statement:

Landfill operations generated revenues of \$1,110,097 which included total tipping fees of \$1,061,605 and revenues from other landfill activities of \$48,492. Total revenues of \$1,134,973 less total expenses for the month of \$754,004 resulted in a net excess of \$380,969.

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

Economic Development operations generated revenues of \$248,969 which included rental income of \$184,824, Project Management fees of \$50,246,

and other income of \$13,899. Total revenues less total expenses of \$387,531 resulted in a net deficit of \$138,561. This deficit is primarily attributed to our Capital Contribution to the Arts & Innovation project of \$200,000.

Budgeted capital of \$49,507 was expensed for construction costs associated with 275 N Delsea Dr. Phase II project to avoid the accumulation of additional debt.

**Old Business** – Mr. Velazquez indicated that Resolution 2016-097 for the SWMP amendment was to compensate and include additional “wedge” volume created by new cell construction. Resolutions 2016-103 and 2016-104 were amendments to service contracts that were necessitated by additional projects and Resolution 2016-106 was an adjustment to petty cash to allow for expedited and more efficient payment procedure.

**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 pleased that the Authority was able to extend the collection of tires.

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 4:31 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, 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

Gibson read Resolution #2016-096 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 4:57 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. Jones 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.