



## **CUMBERLAND COUNTY IMPROVEMENT AUTHORITY FEBRUARY BOARD MEETING MINUTES**

Wednesday, February 20, 2013 @ 4:00 p.m.  
2 N. High Street, Millville, N.J. 08332

### **MEETING OPENING**

The meeting convened at approximately 4:00 p.m. with Chairman, Albert B. Kelly presiding.

The meeting notice, roll call, and the Pledge of Allegiance were performed during the public session.

The Management Consultant noted that the following people were present:

#### Board Members:

Albert B. Kelly, Chairman  
Robert P. Nedohon, Jr., Vice Chairman  
Jose B. Velez, Secretary  
Dale K. Jones, Treasurer

#### Staff Members and others in attendance:

Donald H. Rainear, Management Consultant  
Craig Truitt, Facility Manager  
Steven B. Clarke, Chief Enforcement Officer  
Mary Triboletti, CPA, Accounting Manager / Supervisor  
Naheed Clendaniel, Administrative Assistant  
Douglas E. Burry, Esquire, Saponaro & Sitzler  
William F. Whelan, Freeholder Liaison  
Joseph J. Derella, Jr., Freeholder Liaison

Please note that there was a member of the general public in attendance, a woman, but her name was not legible on the sign-in sheet.

### **APPROVAL OF AGENDA**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**APPROVAL OF MINUTES**

**February 01, 2013 – Reorganization Meeting**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**MANAGEMENT REPORT BY DONALD H. RAINEAR OF PUTNAM ASSOCIATES, L.L.C.**

Mr. Rainear updated the Board on our Leachate Treatment Facility, temporary rain cover, the Landfill Operations Study, revisions to our Host Community Benefit Agreement, and replacement equipment. Mr. Rainear’s Board Report was distributed at the Board Meeting and is also attached hereto for your reference.

**RESOLUTIONS**

**Douglas E. Burry, of Saponaro & Sitzler attended on behalf of George Saponaro and asked for a motion to proceed by way of a consent agenda with regard to Resolutions #2013-018 through #2013-022.**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**RESOLUTION #2013-018 Authorizing a Contract with Government Efficiency Services, L.L.C. Pursuant to a Five (5) Party Shared Services Agreement**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**WHEREAS**, pursuant to the Fair and Open Process, on February 20, 2013, the Cumberland County Improvement Authority recognizes the importance and need for efficiency within the County of Cumberland; and

**WHEREAS**, pursuant to Resolution #2013-016 the Cumberland County Improvement Authority entered into a Shared Services Agreement with the County of Cumberland, the Cumberland County Utilities Authority, the Cumberland County Board of Social Services, and the Cumberland County Office of Workforce Development for the purpose of hiring or appointing an Efficiency Consultant for the reasons set forth in that Resolution; and

**WHEREAS**, the Shared Services Agreement provides that the County of Cumberland shall contribute \$10,000.00 toward the consultant services, the Cumberland County Utilities Authority shall contribute \$5,000.00 toward the services, the Cumberland County Board of Social Services shall contribute \$35,000.00 toward the consultant service, the Cumberland County Office of Workforce Development shall contribute \$10,000.00 toward the consultant services, and the CCIA shall contribute \$20,000.00 toward the consulting services; and

**WHEREAS**, the Cumberland County Improvement Authority advertised for a Consultant position regarding an Efficiency Expert; and

**WHEREAS**, New Jersey Statute 40A:11-5 allows for the award for a contract exceeding the bid threshold for extraordinary, unspecifiable services; and

**WHEREAS**, the Authority and Solicitor have reviewed the matter and found that an Efficiency Consultant qualifies as extraordinary, unspecifiable services as they require specialized training, expertise, as well as a proven reputation in the field of efficiency; and

**WHEREAS**, Dale Finch is found to have the required expertise, extensive training, and proven reputation in the field of efficiency by virtue of his history of employment in such services; and

**WHEREAS**, five (5) consultants and / or individuals expressed interest in the position; and

**WHEREAS**, the Personnel Committee for the Cumberland County Improvement Authority reviewed resumes and determined that Mr. Finch was the most qualified Consultant for the position.

**NOW, THEREFORE BE IT RESOLVED BY THE CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**, as follows:

1. That the Chairman of this Authority is hereby authorized and directed to execute a contract for Consulting Services regarding efficiency with Government Efficiency Services, L.L.C.
2. That the Solicitor is directed to prepare a contract for a period of one (1) year with Government Efficiency Services, L.L.C. for the purpose of Consulting Services with the Cumberland County Improvement Authority in the amount not to exceed \$80,000.00, subject to the contributions as listed above from the other public entities and subject to the availability of funds.

Passed and adopted at a meeting of the Cumberland County Improvement Authority held at its offices located at 2 N. High Street, Millville, New Jersey on February 20, 2013, at 4:00 p.m. prevailing time.

**RESOLUTION #2013-019 Re-establishing a Landfill Cell Replacement Fund (Approval of 2013 Budget Modifications – Solid Waste)**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon Approved by a 4 – 0 vote as Mr. Veight was absent.**

**WHEREAS**, the Authority has reviewed the 2013 Budget and has determined that certain line items contained therein require adjustment; and

**WHEREAS**, the Authority's Staff has prepared a list of those line items to be adjusted and have explained the reasons for said adjustment to the Authority's Finance Committee; and

**WHEREAS**, the Cumberland County Improvement Authority has certain unrestricted/undesignated net assets to appropriate for the following purpose:

- Renewal & Replacement Reserve (Cell Replacement) - \$6,000,000

**WHEREAS**, said unrestricted/undesignated net assets are not restricted by bond covenants or other restrictions required by law; and

**WHEREAS**, the Finance Committee recommends that this Authority approve the adjustments as fully set forth in the Schedule of 2013 Amended Budget which is attached and made a part hereof.

**NOW THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE CUMBERLAND COUNTY IMPROVEMENT AUTHORITY** as follows:

1. That the list of budget adjustments entitled "Schedule of 2013 Amended Budget – Solid Waste" which is attached and made a part hereof, is hereby approved and ratified.

Passed and adopted at a meeting of the Cumberland County Improvement Authority held at its offices located at 2 N. High Street, Millville, New Jersey, on Wednesday, February 20, 2013, at 4:00 p.m. prevailing time.

**SEE ATTACHMENTS TO RESOLUTION #2013-019:  
SCHEDULE OF 2013 AMENDED BUDGET &  
AUTHORITY BUDGET AMENDED SUPPLEMENTAL SCHEDULE**

**RESOLUTION #2013-020 Authorizing the Filing of a Spending Plan for a Recycling Act Tax Fund Pursuant to the Recycling Enhancement Act**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon Approved by a 4 – 0 vote as Mr. Veight was absent.**

**WHEREAS**, the Recycling Enhancement Act, P.L. 2007 c.311 provides for the awarding of a Recycling Enhancement Act - Direct Recycling Grants to Counties - Entitlement Program that the Department of Environmental Protection distributes as entitlements to provide state aid to counties for the purpose of preparing, revising, and implementing Solid Waste Management Plans, including the implementation of the goals of the State's Recycling Plan; and

**WHEREAS**, the Cumberland County Improvement Authority desires such financial assistance to fulfill its responsibilities under the Solid Waste Management Act.

**NOW THEREFORE, BE IT RESOLVED BY THE CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**, as follows:

1. That the Spending Plan be made to the Director of the Division of Solid and Hazardous Waste for a 2012 REA – Direct Recycling Grants to Counties – Entitlement in the amount of \$110,000.00.
2. That the Management Consultant or his designee, is hereby authorized and directed to execute and file such application with the Director of the Division of Solid and Hazardous Waste, to provide additional information and furnish such documents as may be required, to execute such contracts as are required, and to act as the authorized correspondent of the Cumberland County Improvement Authority.
3. That the Cumberland County Improvement Authority does hereby hold the State of New Jersey and its departments and agencies harmless from any damages, losses, and claims which may arise directly or indirectly from the execution of the entitlement.
4. That the Cumberland County Improvement Authority hereby accepts the terms and conditions set forth in the Act and the guidelines promulgated under it.

Passed and adopted at a meeting of the Cumberland County Improvement Authority held at its offices located at 2 N. High Street, Millville, New Jersey, on Wednesday, February 20, 2013, at 4:00 p.m. prevailing time.

**SEE ATTACHMENT TO RESOLUTION #2013-020:  
RECYCLING ENHANCEMENT ACT TAX ENTITLEMENT SPENDING PLAN (7 PAGES)**

### **PAYMENT OF BILLS**

**RESOLUTION #2013-021 Approval of Issuing Checks for Payments as Submitted for the Month**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**RESOLVED**, by the Members of the Cumberland County Improvement Authority, that the bills presented at this meeting, per the detailed list attached, amount to \$196,420.24 and the same are hereby approved and passed by this Board of the Cumberland County Improvement Authority be and is hereby authorized and directed to issue Authority checks in payment of same.

**RESOLUTION #2013-022 Recognizing Payments for Purchases Made Under State Contract**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

**WHEREAS**, the Authority has duly passed and adopted Resolution #2012-091, Authorizing the Cumberland County Improvement Authority to purchase materials according to the terms of pertinent State Contracts, according to N.J.S.A. 40A:11-12; and

**WHEREAS**, the Authority has passed and adopted Resolution #2013-021 Approval of Issuing Checks for Payments as submitted for the month, which includes payments for purchases made pursuant to N.J.S.A. 40A:11-12.

**NOW, THEREFORE BE IT RESOLVED BY THE CUMBERLAND COUNTY IMPROVEMENT AUTHORITY** as follows:

1. That the attached list of payments are for purchases made pursuant to Authority Resolution #2012-091 and N.J.S.A. 40A:11-12, and are hereby recognized and acknowledged.

Passed and adopted at a meeting of the Cumberland County Improvement Authority held at its offices located at 2 N. High Street, Millville, New Jersey, on Wednesday, February 20, 2013, at 4:00 p.m. prevailing time.

### **TREASURER’S REPORT BY MARY TRIBOLETTI**

#### **Tonnage**

13,067 Tons were brought into the Solid Waste Complex for the month of January. In-county tons received increased by 387 and out-of-county tons received decreased by 371. This represents a net increase of 16 tons over January of last year.

Tippling fee revenue decreased by \$10,920 over January of last year with \$4,515 of the decrease due to the abatement of 64 tons and the balance primarily due to the varying number of tons taken in across different price categories compared to the prior year.

## General Fund

The use or replenishment of monies in the General Fund is calculated using the cascade equation run upon the close of the month. There was a net increase in the General Fund of \$1,427,280 primarily due to the replenishment of funds needed the prior month for construction payments. The balance in the General Fund at month's end was \$11,312,927.

## Cash and Investments

Interest earned on the local and Trustee Accounts for the month amounted to \$3,500 as noted on the Schedule of Bank Account Balances.

## Operations Summary

Landfill operations generated revenues of \$1,003,638 which included tipping fees of \$942,908 and revenues from other landfill activities of \$60,730. Total revenues of \$1,020,437, less total expenses for the month of \$868,455 resulted in a net excess of \$151,983.

## **STAFF REPORTS**

Staff Reports were included in the Board Packets. Several Staff Members were present to answer any questions.

## **OLD BUSINESS**

There was no old business discussed at this time.

## **NEW BUSINESS**

Mr. Rainear asked that a Special Board Meeting be scheduled to discuss a proposal we received late last week from the Board of Chosen Freeholders regarding a Shared Services Agreement between the Improvement Authority and the County regarding Economic Development. The Board of Chosen Freeholders would like us to move expeditiously on this matter. Mr. Rainear wanted all Board Members to have a chance to review it and feels that a Special Meeting should be held as soon as possible in order for us to accommodate the Board of Chosen Freeholders request.

There was no further new business discussed at this time.

## **FREEHOLDER LIAISON REMARKS**

Both of our Freeholder Liaisons attended our meeting and commented briefly.

Freeholder Director Whelan spoke about the County and the Improvement Authority working together and thinking outside the box to improve economic development and the overall quality of life throughout the County. He was very enthusiastic and has a lot of very positive thoughts on moving forward.

Chairman Kelly thanked Director Whelan for his confidence in the Authority and this Board and said that he looks forward to working with the County so that we can make all our dreams come true in terms of ratables and growth and all of the other things that come along with that.

Freeholder Derella echoed Director Whelan's comments regarding the County and the Improvement Authority working together on a parallel track to move this county forward. He commented on the challenges of the County's budget and some of the things that affect it such as the City of Vineland's property revaluation and the storm damaged bayshore communities and not knowing what's going to happen with them and how all of these things will affect the County's budget process. Freeholder Derella stated that as we move forward with some of these ideas, whether it's the establishment of a redevelopment zone in different areas of the County or whatever it may be, if the CCIA is involved in the project, the County wants to make sure that there are development fees coming back to us and that some of those fees are going to help keep the debt service under control as we move forward.

He also commented briefly on the CCTEC and said that he attended that meeting and that there are no blueprints, there are no shovels in the ground...there is nothing of that nature ready to go. It was a think-tank...a committee that Freeholder Long put together and it was a very good committee. There were architects from the College, architects from the CCTEC, there were College Officials there. It was a very, very good mix and from that hour and a half or so, a lot of good thoughts came out...like ok, we really can't do this on campus per se because of a variety of reasons and we know what the College is going through with their projects and there may be some opportunity for some other things there but what are our viable options all around? We're looking at all of our viable options. Let's look at what was suggested and almost approved in 2008...blow the dust off of those things and see where that's at now...is it \$25 million, \$30 million, \$32 million...is it still viable...as we run another parallel track...a full time CCTEC near the College and all of those things. That's the ultimate dream but what can we afford and what can deliver the best services to the residents. We've got to represent and provide that education. We've got to figure that out. Freeholder Derella said "there's still a lot of work to be done...environmental studies, habitat, traffic plans...all these things have to go into the plan so it's going to take time.

Chairman Kelly thanked Freeholder Derella for his comments and thanked him for updating us on the various issues around the County.



### **OPEN PUBLIC SESSION**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

There were no members of the public wishing to address the Board at this time.

### **CLOSE PUBLIC SESSION**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**

### **PRIVATE SESSION**

Chairman Kelly asked, and the Board and the Management Consultant agreed, that there was no need for Private Session this evening.

### **ADJOURNMENT**

**MOTION – MADE/Mr. Velez – SECONDED/Mr. Nedohon  
Approved by a 4 – 0 vote as Mr. Veight was absent.**