

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, August 20, 2014**

**Meeting Opening**

The meeting was called to order at approximately 4:05 p.m. by Chairman Kelly. The notice of the meeting was read by Chairman Kelly.

Roll call of the Board Members of the Improvement Authority was taken. Mr. Jones – present; Mr. Nedohon – present; Mr. Olivio – present; Mr. Velez – absent; Mr. Kelly – present. The Pledge of Allegiance was recited.

Mr. Velez arrived at the meeting just after the Pledge of Allegiance.

**Approval of Agenda**

Chairman Kelly asked for a motion to approve the agenda. The motion was made by Mr. Nedohon and seconded by Mr. Jones . The motion was approved by a 5 – 0 vote.

**Approval of Minutes**

Chairman Kelly asked for a motion to approve the July 23, 2014, Regular Meeting, Public Session Minutes. The motion was made by Mr. Nedohon, seconded by Mr. Olivio . The motion was approved by 3 – 0 vote. Mr. Jones and Chairman Kelly abstained from the vote.

**Executive Director's Report**

Mr. Velazquez provided a synopsis of his report to the Board. The report included the various aspects of the development and redevelopment projects, including the Center for Workforce and Economic Development (CWED); currently under construction, 275 N. Delsea Drive, 9 W. Park Avenue, Vineland Project, the Technical High School, the Bridgeton Downtown Project, the Millville Urban Redevelopment Corporation (MURC), and Bridgeton City Hall. The CCTEC is currently under construction as well. Additionally, Mr. Velazquez updated the Board on various CCIA operations and administrative items such as the budget, finance, personnel, energy initiatives, recycling, and various CCIA operational and shared service initiatives.

### **Open Public Session**

Chairman Kelly requested a motion to go into Public Session for comments on resolutions only. A motion was moved by Mr. Velez, seconded by Mr. Nedohon. The motion was approved by a 5 – 0 vote.

Ms. Nancy Ridgeway requested information regarding the Shared Services Agreement with the County related to Property Management. Mr. Velazquez provided additional information and clarification to Ms. Ridgeway.

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

### **Closed Public Session**

Chairman Kelly requested a motion to close Public Session. A motion was moved by Mr. Velez, seconded by Mr. Nedohon. The motion was approved by a 5 – 0 vote.

### **Private Session**

At approximately 4:35p.m. Chairman Kelly called for a motion to go into Private Session for the purposes of discussing personnel, litigation, and contractual matters of the Authority pursuant to Resolution #2014-139. Mr. Gibson provided the regulations and guidance related to closed session matters. The motion was made by Mr. Velez, seconded by Mr. Olivio. The motion was approved by a 5 – 0 vote.

RESOLUTION	#2014-139	Authorizing the Board to Move into Private Session for Personnel, Litigation, and Contractual Negotiations of the Authority
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### **Resume Public Session**

A motion was made to come out of Private Session and resume Public Session at approximately 4:55p.m. The motion was made by Mr. Velez, and seconded by Mr. Nedohon. The motion was approved by a 5 – 0 vote.

### **Resolutions**

Chairman Kelly requested that the Solicitor handle the business of the Resolutions on the Agenda. Pursuant to Mr. Velazquez's notification and request to approve two additional resolutions, Resolution #2014-166 and #2014-167 were added to the list of resolutions for approval. A motion that the Resolutions be considered on a Consent Agenda for Resolutions

#2014-140 through #2014-162; and #2014-166 and #2014-167 was made by Mr. Velez and seconded by Mr. Nedohon. The motion was approved by a 5 – 0 vote.

The Resolutions were noted on the Agenda and Resolution Synopsis, and as follows:

**RESOLUTIONS:**

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| RESOLUTION | #2014-140 | <i>Resolution authorizing the use of revenues for reimbursable project expenses.</i>   |
| RESOLUTION | #2014-141 | <i>Resolution authorizing the preparation of requests for qualification and the advertisement of same for 2015 professional auditing services</i>  |
| RESOLUTION | #2014-142 | <i>Resolution for member participation in a cooperative pricing agreement</i>  |
| RESOLUTION | #2014-143 | <i>Authorizing the Preparation of Specifications and the Advertisement for Bids for a the purchase of up to two (2) new 100 cubic yard Walking Floor Trailers with the trade-in of two (2) used 100 cubic yard Walking Floor Trailers.</i>   |
| RESOLUTION | #2014-144 | <i>Approval of Work Assignment No. 4 to the Contract with T &amp; M Associates, Inc. for 2014 Professional Engineering Services Pertaining to Recycling and Solid Waste Management Services to prepare Bid Documents, Bid Phase Services and Construction Administrative Services for the purchase and installation of a High Pressure Reverse Osmosis (RO) Waste Water System to Reduce the Volume of Reject from the Existing System</i> |
| RESOLUTION | #2014-145 | <i>Awarding contract for Professional Services pursuant to the Fair and Open Process to American Images Publishing for the Production of an Economic Development Resource</i>  |
| RESOLUTION | #2014-146 | <i>Approval of Work Assignment No. 1 to the Contract with French and Parrello Associates for the 2014 Testing and Inspection Services for the Center for Workforce and Economic Development Project</i>  |
| RESOLUTION | #2014-147 | <i>Authorizing the Preparation of Requests for</i>   |

*Proposals and the Advertisement of Same for the Design, Construction and Installation of New Signage for the 275 N. Delsea Drive Building and Solid Waste Complex Through the Fair and Open Process*

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| RESOLUTION | #2014-148 | <i>Authorizing the Preparation of Requests for Proposals and the Advertisement of Same for 2014/2015 Marketing Consultant and Design Services through the Fair and Open Process</i>   |
| RESOLUTION | #2014-149 | <i>Approval of Work Assignment No. 1 to the Contract with STPCx for 2014 Commissioning Agent Services for the New Cumberland County Technical High School (Tech School) Project for Construction Phase Services</i>   |
| RESOLUTION | #2014-150 | <i>Authorizes an Amendment to Contract with T&amp;M for Construction Management, Inspection and Payment Certification services for site work in conjunction with the CWED building.</i>   |
| RESOLUTION | #2014-151 | <i>Authorizing an Amendment to Contract with Adams, Rehmann &amp; Heggan for Additional Professional Engineering Services Pertaining to the Construction Phase Site Work for Phase 1 &amp; 2 For the New Cumberland County Technical High School (Vo-Tech)</i>        |
| RESOLUTION | #2014-152 | <i>This resolution authorizes the CCIA to solicit bids to create a capital lease equipment program that will benefit the municipalities and other governmental entities within Cumberland County. The program provides a financing alternative to bond financing.</i> |
| RESOLUTION | #2014-153 | <i>Authorizes the CCIA to enter into a Shared Services Agreement with the County for Property Management Services related to the CCIA's current and proposed facilities.</i>  |
| RESOLUTION | #2014-154 | <i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement for the disposition of recycling, municipal waste, derelict housing, special events and other waste streams with Curbside Municipalities in the</i>                            |

County.

RESOLUTION	#2014-155	<i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement for the disposition of recycling, municipal waste, derelict housing, special events and other waste streams with Non-Curbside Municipalities in the County.</i>
RESOLUTION	#2014-156	<i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement for container rental and disposal of trash for special events.</i>
RESOLUTION	#2014-157	<i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement with Deerfield Township for the disposition of recycling, municipal waste, special events and other waste streams in the Township.</i>
RESOLUTION	#2014-158	<i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement with Cumberland County for the disposition of recycling, municipal waste, special events and other waste streams at the County Facility on Route 49.</i>
RESOLUTION	#2014-159	<i>Authorizes the execution of the Adopt a Road Agreement.</i>
RESOLUTION	#2014-160	<i>Designates the form of agreement and authorizes the CCIA to enter into an Agreement with Landis Sewerage Authority for the disposition of recycling and waste from its Cumberland County facilities.</i>
RESOLUTION	#2014-161	<i>Authorizes the execution of an agreement with the LSA to permit the necessary sewer capacity for the CCTEC High School facility that is currently under construction.</i>
RESOLUTION	#2014-162	<i>Amends Contract with Daley and Jalboot to incorporate Construction Management Phase and plan/specification modifications related to the rebidding of the CWED project.</i>
RESOLUTION	#2014-166	<i>Resolution Authorizing the Disposal of Surplus</i>

*Property*

RESOLUTION #2014-167 *Resolution Setting Forth Fees to be Charged by the Cumberland County Solid Waste Complex, Effective November 1, 2014*

**Payment of Bills**

**RESOLUTIONS:**

RESOLUTION #2014-163 Approval of Issuing Checks for Payment as Submitted for the Month

RESOLUTION #2014-164 Approval of Issuing Checks for Payments in Relation to Development Projects for the Month Pursuant to Various Shared Services Agreements

RESOLUTION #2014-165 Recognizing Payments for Purchases Made Under State Contract

**Treasurer's Report**

20,804 Tons were brought into the Solid Waste Complex for the month. In-County tons received decreased by 748 tons (8%) and out-of-county tons received increased by 5,476. This represents a net increase of 4,596 tons (28.4%).

The General Fund balance is based upon 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 reimbursable development activities. There was a net increase in the General Fund of \$335,218 for the month with an ending balance of \$5,519,082. To date, monies owed back to the General Fund amount to approximately \$5,400,000.

Interest earned on the local and Trustee Accounts for the month amounted to \$2,637 as noted on the Schedule of Bank Account Balances.

Landfill operations generated revenues of \$1,524,955 which included tipping fees of \$1,420,683 and revenues from other landfill activities of \$104,272. Total revenues of \$1,697,533 less total expenses for the month of \$911,119 resulted in a net excess of \$786,414.

Economic Development operations generated revenues of \$191,191 which included \$128,194 of rental income, project management fees of \$212,500, Bridgeton Lease payment of 54,839 and other income of \$9,158. Total revenues less total expenses of \$89,520 resulted in net excess of \$102,671.

## **Staff Reports**

Staff Reports were included in the Board Packets and most Staff Members were present to answer questions.

## **Old Business**

There was no old business discussed at this time.

## **New Business**

Mr. Watson indicated that the Ground Breaking for the CCTEC Facility would be held on September 17, 2014 at 1pm. Additional details will be posted on the web site.

## **Freeholder Liaison Remarks**

Deputy Director Long was unable to attend this evening. Freeholder Director Derella attended the meeting and congratulated everyone on the property acquisition and the TEC School construction commencement. He is very pleased with the progress and stressed the need for training and education particularly in light of the proposed layoffs in Atlantic City and the impact those layoffs will have on our region.

## **Open Public Session**

A motion was made by Mr. Velez, seconded by Mr. Olivio to go into Open Public Session. The motion was approved by a 5 – 0 vote.

Ms. Nancy Ridgway inquired about e-waste and televisions in particular. The Recycling Coordinator explained that the CCIA is encouraging residents to take their televisions to Best Buy and Staples to avoid potential disposal costs to the County. However, televisions are still being accepted at the convenience centers to avoid illegal dumping of e-waste.

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

## **Close Public Session**

A motion was made by Mr. Velez, seconded by Mr. Olivio to close Public Session. The motion was approved by a 5 – 0 vote.

## **Adjournment**

A motion was made by Mr. Velez, seconded by Mr. Olivio, to adjourn the meeting. The motion was approved by a 5 – 0 vote.