

CUMBERLAND COUNTY IMPROVEMENT AUTHORITY
MINUTES OF REGULAR MEETING
Wednesday, September 24, 2014

Meeting Opening

The meeting was called to order at approximately 4:00 p.m. by Vice Chairman Nedohon. The notice of the meeting was read by Vice Chairman Nedohon.

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

Approval of Agenda

Vice Chairman Nedohon asked for a motion to approve the agenda. The motion was made by Mr. Velez, seconded by Mr. Olivio. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Approval of Minutes

Vice Chairman Nedohon asked for a motion to approve the August 20, 2014, Regular Meeting, Public Session Minutes. The motion was made by Mr. Velez, seconded by Mr. Olivio. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Vice Chairman Nedohon asked for a motion to approve the September 03, 2014, Special Meeting, Public Session Minutes. The motion was made by Mr. Velez, seconded by Mr. Jones. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Executive Director's Report

Mr. Velazquez updated the Board on many aspects of the development and redevelopment projects, including the Center for Workforce and Economic Development (CWED), 275 N. Delsea Drive, Vineland (the BOSS Building) Project, the 9 W. Park Avenue, Vineland Project, the Technical High School, the Bridgeton Downtown Project, the Millville Urban Redevelopment Corporation (MURC), and the Bridgeton City Hall. Additionally, Mr. Velazquez updated the Board on various CCIA operations and administrative items such as the budget, finance, personnel, energy initiatives, recycling, RFP / RFQ's, loan requests, and various other CCIA operational items.

Open Public Session

Vice Chairman Nedohon requested a motion to go into Public Session for comments on resolutions only. A motion was moved by Mr. Velez, seconded by Mr. Olivio. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Mr. Dean Hawk inquired about Resolution #2014-185 and Resolution #2014-192 regarding T & M Associates, Inc. and their political contributions. His questions were answered by Mr. Velazquez.

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

Closed Public Session

Vice Chairman Nedohon requested a motion to close Public Session. A motion was moved by Mr. Velez, seconded by Mr. Olivio. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Private Session

At approximately 4:15 p.m. Vice Chairman Nedohon 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 #2014-171. Solicitor Gibson read Resolution #2014-171 and noted that “Other Resolutions May Be Placed on the Agenda as a Result of Private Session Discussions”. The motion was made by Mr. Olivio, seconded by Mr. Velez. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

RESOLUTION	#2014-171	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 5:08 p.m. The motion was made by Mr. Velez, and seconded by Mr. Olivio. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.

Resolutions

Vice Chairman Nedohon requested that the Solicitor handle the business of the Resolutions on the Agenda.

Solicitor Gibson noted that Resolution #2014-186 would be passed and adopted, however it would be amended / corrected as discussed in Private Session. Specifically, paragraph two (2) would be:

Changed from:

“**WHEREAS**, the Authority is authorized pursuant to the Act to lease real property owned by the Authority to any governmental unit; and”

Changed to:

“**WHEREAS**, the Authority is authorized pursuant to the Act to lease real property owned by the Authority to the Millville Chamber of Commerce; and

Solicitor Gibson also noted that Resolution #2014-189, “Resolution Awarding Bid for GIS Equipment, Programming, and System Guarantee to be Utilized for Landfill Operations and Increased Efficiencies” would be removed from the Agenda for reconsideration next month.

A motion that the Resolutions be considered on a Consent Agenda for Resolutions #2014-172 through #2014-197 was made by Mr. Velez, seconded by Mr. Olivio with the exceptions and amendments noted above. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent. The following Resolutions were approved by Consent Agenda:

RESOLUTIONS:

RESOLUTION	#2014-172	Resolution Authorizing the Use of General Fund Revenue for Reimbursable Project Expenses
RESOLUTION	#2014-173	Resolution Awarding Bid for LED Lighting Fixtures to AELUX, LLC
RESOLUTION	#2014-174	Resolution Amending the Contract with the Law Firm of Archer Greiner
RESOLUTION	#2014-175	Resolution Amending the Contract with the Law Firm of Saponaro Sitzler
RESOLUTION	#2014-176	Resolution Authorizing the Execution of a Shared Services Agreement with the County for Use of Public Works Equipment and Personnel
RESOLUTION	#2014-177	Authorizes the Transfer of Property Currently Owned by the CCIA for the Development of the New Technical High School, to the CCTEC upon Closing of Bonds in October 2014

RESOLUTION	#2014-178	Authorizing the Purchase of Two (2) Caterpillar Tractors through a National Cooperative Purchasing Agreement
RESOLUTION	#2014-179	Approval of Change Order #1 for Ogren Construction for Construction and Materials for the CWED Project
RESOLUTION	#2014-180	Awarding Contract for Professional Services pursuant to the Fair and Open Process to Romano, Hearing, Testa & Knorr for Auditing Services for 2015
RESOLUTION	#2014-181	Approval of Work Assignment No. 1 to KS Engineers, P.C. for Testing and Inspection Services for the Cumberland County Technical High School Project
RESOLUTION	#2014-182	Authorizing the Solicitation of Bids for the Demolition, Construction and Site Work Associated with Work to be Completed at 9 W. Park Avenue, and 275 N. Delsea Drive, Vineland
RESOLUTION	#2014-183	Authorizing the Payment to Dandrea Construction on behalf of the Cumberland County Technical Education Center for Payment of Requisition #1 Pursuant to the Approved Development Agreement between the CCIA and CCTEC
RESOLUTION	#2014-184	Resolution Amending the Contract with the Law Firm of Parker McCay
RESOLUTION	#2014-185	Authorizes an Amendment to the Contract with T&M for Environmental Engineering Services Related to Properties to be Acquired by the CCIA
RESOLUTION	#2014-186	Authorizes the Executive Director to Execute a Lease Agreement with the Millville Chamber of Commerce for Office Space located at 2 N. High Street
RESOLUTION	#2014-187	Amends Contract with Leeway Electric to Incorporate Additional Items for Treatment Plant Flooding, MSF Renovations, CCIA Facility

Maintenance, and LED lighting Installation

RESOLUTION	#2014-188	Amends Contract with GE Mechanical to Incorporate Additional Items for Treatment Plant Flooding, MSF Renovations, and CCIA Facility Maintenance
RESOLUTION	#2014-190	Resolution Authorizing the Bidding and Corresponding Public Notices for Various Professional Services to be Provided to the CCIA in 2015
RESOLUTION	#2014-191	Resolution Authorizing the Bidding and Corresponding Public Notices for Various Annual Service Contracts to be Provided to the CCIA in 2015
RESOLUTION	#2014-192	Approval of Work Assignment for T&M Engineering for the Preparation of Plans and Specifications for Next Phase of Rain Cover at the Solid Waste Complex
RESOLUTION	#2014-193	Awarding a Contract to Design Plastic Systems, Inc. for Furnishing and Delivery of Miscellaneous Landfill Gas System Parts for the Solid Waste Complex

Payment of Bills

RESOLUTION	#2014-194	Approval of Issuing Checks for Payment as Submitted for the Month
RESOLUTION	#2014-195	Approval of Issuing Checks for Payments in Relation to Development Projects for the Month Pursuant to Various Shared Services Agreements
RESOLUTION	#2014-196	Recognizing Payments for Purchases Made Under State Contract
RESOLUTION	#2014-197	Recognizing Payments for Purchases Made Under Co-Operative Purchasing

Treasurer's Report

20,598 tons were brought into the Solid Waste Complex for the month. In-county municipal waste (type 10) decreased by 727 or 8.2%. Total in-county tons received decreased by 36 and out-of-county tons received increased by 5,575. This represents a net increase of 5,539 tons or 36.8%.

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 \$582,269 for the month with an ending balance of \$6,104,351. To date, monies owed back to the General Fund amount to over \$5,600,000.

Interest earned on the local and trustee accounts for the month amounted to \$2,902 as noted on the schedule of bank account balances.

Landfill operations generated revenues of \$1,377,304 which included total tipping fees of \$1,240,821 and revenues from other landfill activities of \$136,483. Total revenues of \$1,397,632 less total expenses for the month of \$695,066 resulted in a net excess of \$702,566.

Economic Development operations generated revenues of \$266,372 which included \$252,329 of rental income and other income of \$14,043. Total revenues less total expenses of \$28,961 resulted in net excess of \$237,411.

Staff Reports

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

Mr. Watson briefly reviewed his report and noted an important upcoming event "The Annual State of Cumberland County & Chamber Breakfast" being held on October 28, 2014 at 8:00 a.m. at the Cumberland County College, Luciano Center.

Old Business

There was no old business discussed at this time.

New Business

There was no new business discussed at this time.

Freeholder Liaison Remarks

Freeholder Director Derella attended the meeting and said that his comments would be brief. He stated that the communication between the Improvement Authority and the County has been excellent...and that they will be holding us accountable for the Tech School opening as scheduled in 2015. Deputy Director Long was unable to attend this evening.

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 4 – 0 vote as Mr. Kelly was absent.

Ms. Nancy Ridgway stated that she would like to hear more dialogue from the Board regarding the various agenda items each month. She also inquired what she called “the Treasury Building” located at 9 W. Park Avenue, the Susquehanna Bank Building, and our level of “administrative staff”. Mr. Velazquez answered her questions and provided additional information and clarification to Ms. Ridgeway on her various inquiries.

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 4 – 0 vote as Mr. Kelly was absent.

Adjournment

A motion was made by Mr. Velez, seconded by Mr. Olivio, to adjourn the meeting. The motion was approved by a 4 – 0 vote as Mr. Kelly was absent.