

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**WEDNESDAY, JULY 24, 2019**

**Meeting Opening**

The meeting was called to order at approximately 4:02 p.m. by Mr. Jones. The notice of the meeting was read by Mr. Jones.

Roll call of the Board Members of the Improvement Authority was taken. Mr. Olivio-  
Present; Mr. Jones-Present; Mr. Lopez-Present; Mr. Nedohon-Present; Mr. Kelly-Absent.

**The Pledge of Allegiance was recited.**

Freeholders present:
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**Approval of Agenda**

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

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

**Approval of Minutes**

Mr. Jones asked for a motion to approve the June 26, 2019, Regular Meeting, Public Session Minutes and the June 26, 2019 Executive Session Minutes. The motion was made by Mr. Nedohon, seconded by Mr. Olivio.

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

**President/C.E.O.'s Report**

71 W. Park Ave. is fully leased and operations are moving along as scheduled. CCIA staff is maintaining this facility as well the entire Delsea and Park Avenue Campus. Construction for the final phase of 57 W. Park Ave. is underway. Site work and relocation of above ground electrical wiring has resumed. All underground electric, removal of wiring, including comcast is complete. Poles can now be removed and final asphalt can be completed. Our staff did a great job cleaning and weeding the entire Park Ave. site. All of the buildings and parking areas remain fully accessible and are currently being utilized by the City and the State. NJ State Police gate closers have been installed. There is no change to CWED, DMV, 275 N. Delsea Drive, the College and W. Park Ave. operations. Revenues and expenses continue as budgeted. Regular maintenance, and cleaning continue. Economic Development budget shows a significant net revenue for the month due to developer fees collected by the CEZC. This is the last month for expenses resulting from the NAPA cooperative. We will show net revenue from fleet going forward.

NAPA store operations have been terminated as of June 30, 2019.

Bids for the new Technical High School addition and the County Jail were substantially over budget and rejected.

In order to move both of these projects forward, the site work portions of these projects was bifurcated and are currently out to bid. This will reduce the delay in re-bidding/completion of the projects. We hope to award both bids in August and begin construction immediately after Labor Day. Rather than lose several months during redesign, we will be able to complete site work while redesign takes place.

Our Construction Management Division is fully staffed and implementing our projects very effectively. This revenue source sustains itself in addition to providing additional revenue to offset the administrative costs associated with the economic development operations/staffing. Construction management revenue will increase incrementally upon the start of construction.

Cape May County continues to move forward with its renovation project at the former K-Mart retail center. We have had several meetings with tenants to review floor plan, programming and space needs. We are working closely with the County's architect and engineer. The project scope has expanded to include the site, parking lot, infrastructure, exterior elevation, retail and movie theater components of the building. This partnership is going very well. Plans and specifications are moving along and we expect to be out to bid in late Summer.

We continue to work with Complete Care to transition the Bridgeton Downtown project. We are working to finalize all site acquisition, lot consolidation, brownfield remediation and utility/site plan modifications, so that the project can be formally assigned to Complete Care. Complete Care will be able to obtain assignments of approvals, redevelopment designation, professional contracts and all items necessary to bring the project to fruition. New Market Tax Credit allocation was confirmed and we have reinitiated discussions and expect to close in late summer.

The Food Specialization Center contractor has remobilized. Final pull tests were completed and passed. We will be digging underground utilities and installing steel in August. There is a change order on the agenda for approval. The change is a function of redesign and delays due to the redesign. We continue to work with potential tenants to fully occupy the building. We received a Letter of Intent from a National company and continue to work with them to execute a formal lease while they identify additional partners.

The Arts and Innovation Center is complete and operations are moving along. The College has modified its current programming to increase building utilization. We are now managing this property as part of our shared service agreement with the college. We have been discussing enhanced utilization under the proposed, new college structure.

E-Waste collection continues to progress very well. We are still covering staffing costs internally, but we are now being reimbursed for materials used to process e-waste. A new contract is in place with our current processor.

We continue to work with our municipal partners on their economic and redevelopment initiatives. We are preparing a grant application to support the 5 Opportunity Zones in Vineland, Millville and Bridgeton. The Opportunity Zone designation allows individuals with capital gains liabilities to invest those funds into local redevelopment projects and receive tax deferral and/or forgiveness of that tax liability. This will allow for significant private leveraging of resources. I have had a couple conversations with potential investors regarding participation in Cumberland County OZ projects.

Our white board presentation has been redesigned and will be presented during our Board meeting. The presentation will be utilized to highlight our economic, redevelopment and shared service efforts. We have also initiated the planning process for our next 10-year plan. The current 2010-2020 plan has served us well, but it is not time to move in a new direction. (Please see Economic Development report for additional information)

We prepared our annual Shared Service Calculation highlighting the CCIA's annual savings/contribution to the county as a result of our shared service initiatives and direct contributions. The total annual contribution/savings is now in excess of \$3.2 million

We expect to finalize plans and specifications for the renovations for the re-use of our 2 N. High Street building in the next 2 weeks. The City of Millville has agreed to a lease-purchase agreement for 2 N. High Street. The building will be fully utilized by the City for its court and related operations. CCIA will design and implement the building modifications and the City will reimburse on a monthly basis over the term of the lease. This will be paid as additional rent.

Single Stream processing continues to be one of our biggest challenges. This is also a challenge nationwide. Outlets are diminishing and contamination is at an all-time high. Fortunately for Cumberland County, we continue to have low levels of contamination.

Our Fleet Maintenance operation has completed major staff and software enhancements. These changes are necessary to allow us to move to the next level of efficiency. Service revenue and volume will be the focus of these changes. ACUA is on site and continues to be one of our best shared service partners.

We are working to coordinate the Centralized Fueling operation. Since there are a lot of moving parts and issues to be finalized, we are pushing the final roll out of this program to January 2020.

Truck Wash continues to operate much better and utilization continues to increase. ACUA is also utilizing our Truck Wash. We have not received participation from the County.

Phase I (landfill, treatment plant and administrative office) of our Energy HUB/Micro Grid Initiative is completed. We are now producing our own energy that supplies the entire landfill site. Phase II (F&S, Lebanon Road Redevelopment Area and back-up Generators) will be completed by December 2019. Our agreement with EPP provides a shared cost arrangement, so the acquisition and implementation costs are mitigated for the CCIA.

Total build out for Phase I and II is estimated to be \$9million. EPP has received positive feedback from BPU regarding our grant and we expect to receive good news shortly. We continue to receive developer interest on our Lebanon Road site. This provides a great opportunity for energy and water re-use via our micro-grid and water treatment facility.

We are working with SJ Gas to implement alternative energy initiatives related to our methane gas collection and potential processing.

We continue to work with the Data Center Developer. We expect to finalize this transaction and close in August, 2019. When completed, the former school will be an economic contributor to the Township by creating significant jobs and becoming a rateable.

The College, Combined Heat and Power Plant project is back on track. Chapter 12 funding has been designated for this project, so we will regroup and move this forward. We expect to save the College approximately \$90,000 per year in utility costs.

CCIA has transitioned facilities management including landscaping, custodial and maintenance.

The College Capital Projects Implementation is underway. We are working very closely with the College on security and access control, re-roofing and MILL Building upgrades. A newly designed access and ID Card system has been created to work in tandem with the new access and security upgrades.

Construction of the CNG facility is complete. All ACUA and CCIA vehicles are utilizing the station. Gold Medal and Waste Management are also filling up at our station. ACUA is discussing possible expansion of its services and fleet. This may add up to 8 CNG vehicles to our CNG and Fleet operations.

Construction of the new county jail facility will allow us to relocate the County Impound lot.

The treatment plant continues to operate more efficiently and effectively than previous operations. Large tank is regularly below 150 inches, even on high rainfall events. Treatment Plant expansion is complete and is fully operational. Final adjustments and enhancements will be completed by the end of July. We received our TWA permit for the upgraded system.

We have been diligently working to fill cell 7B. We are currently operating two work faces and will be doing so until 2 lifts are placed in cell 7B.

The DEP conducted a reinspection of the landfill in late May and we received a fully compliant review. DEP will be scheduling a follow up visit to inspect the treatment plant upgrades.

Tire recycling is progressing very well. Tire recycling process has been enhanced and we are moving tires on a weekly basis. The tires only remain on the ground for 2 to 3 days until we have time to load them. Once we have a full trailer, tires are shipped.

Redevelopment Plan and Redevelopment Agreement are fully approved. However, in order to move the Data Center project along, we are required to modify the current redevelopment agreement. The suggested modifications are on the agenda for approval.

Landfill operations continue to move along extremely well. Tony, Sal and Ben doing a very good job. The change in time and weather, as well as our augmented summer staff, is allowing us to work extra hours to complete required site, cell and basin work throughout the landfill.

We are working on plans to modify the current fleet garage and the administrative garage (formerly NAPA store) to maximize operations. The fleet modifications will support our CNG repairs and the administrative modifications will support ACUA expansion, landfill maintenance/operations and create additional meeting space. (see landfill report for further details)

The City of Vineland completed demolition of the Highland Avenue Redevelopment area. The City utilized its building demolition allocation for this project.

We are evaluating the possibility of placing final cover on the side slopes of the cells as you enter the main driveway. This will mitigate water and leachate issues, increase the capture of gas, as well as assist with water overflow into the basin. Gas expansion in cell 7 is being designed. New wells and lines should be installed within the next year. This will provide much needed methane to support the full operations of our 3 engines.

F&P Engineering continues to do a great job monitoring and adjusting the gas system. CCIA staff is becoming increasingly proficient with gas repairs and upgrades and an internal tracking system is being documented to increase repair and collection efficiencies. All air permit applications have been approved by DEP.

We received our Class B approval from DEP. Please keep in mind that this is a backstop for our shared service agreement with our private class B wood processor. All Municipalities and the County are included in this agreement. Wood waste will be collected and processed at no cost. The agreement provides free recycling of wood waste for all municipalities, the county and the CCIA.

DEP approved our financial/closure plan. As a result, we have requested full reimbursement for treatment plant expansion costs. As a result of DEP modifications to its Closure Plan methodology and calculation assumptions, we will require an additional increase to our tipping fee.

Due to a recent influx of overweight trucks, we are implementing an overweight vehicle fee. This will help to ensure that trucks are operating at safe weight levels and assist with safety in and around the landfill. The fees collected for overweight vehicles has been much greater and longer in duration than expected. We continue to implement the fee in hopes that we can force haulers to operate their vehicles per state mandate.

## **Resolutions**

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

Mr. Jones called for a motion to approve the Resolutions 2019-118 through 2019-131.

The motion was made by Mr. Nedohon and seconded by Mr. Olivio.

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

The motion was approved by a 4-0 Vote.

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

Mr. Jones called for a motion to approve the Resolutions 2019-102 through 2019-117. The motion was made by Mr. Nedohon and seconded by Mr. Olivio.

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

The motion was approved by a 4-0 Vote

Mr. Lopez abstained from Resolutions #2019-121 & #2019-125.

### **Treasurer's Report**

1. Monthly Year over Year Tonnage:  
16,894 tons were brought into the Solid Waste Complex including 7,926 tons of municipal solid waste generated in county. Total tonnage decreased by 856 tons, or 5%, with one less operating day as compared to the prior year.
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 \$112,600 for the month and an ending balance of \$2,444,274. Amounts owed back to the General Fund totaled \$8,262,099.
3. Cash and Investments:  
Interest earned on the local and trustee accounts for the month amounted to \$36,808 as noted on the schedule of bank account balances.
4. Landfill Operations Summary – Profit and Loss Statement:  
Landfill operations generated revenues of \$1,218,042 which included total tipping fees of \$1,196,035 and revenues from other landfill activities of \$22,007. Total revenues of \$1,290,279 less total expenses for the month of \$989,298 resulted in a net excess of \$300,982.
5. Economic Development Operations Summary – Profit and Loss Statement:  
Economic Development operations generated revenues of \$771,487 which included rental and management fees of \$461,189, Fleet Maintenance revenue of \$53,443 fuel income of \$29,824, and other income of \$227,031. Total revenues less total expenses of 524,803 resulted in a net excess of \$246,684.

**Old Business** – No old business.

**New Business** – No new business.

**Freeholder Liaison Remarks** – No Freeholder remarks.

### **Open Public Comment Session**

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

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

Nancy Ridgeway – Wished Jerry a Happy Birthday.

Tamara Isajiw – Asked what the Municipalities could do to keep the cost of Single Stream collection from going up. Mr. Velazquez explained that the Authority continually looks into alternative ways to deal with recyclables such as gasification. He then explained that

Cumberland County has been successful in keeping costs as low as possible compared to other Counties and will continue to as long as possible.

**Close Public Comment Session**

Mr. Jones called for a motion to close Public Comment Session. A motion was made by Mr. Nedohon, seconded by Mr. Olivio to close Public Comment Session.

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

**Executive Session**

At approximately 4:36 p.m. Mr. Jones 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, matters involving the purchase, lease or acquisition of real property with public funds, pending or anticipated litigation where the public body is a party or may become a party. Solicitor Gibson noted that no further business would be conducted after the conclusion of the Executive Session.

The motion was made by Mr. Nedohon, seconded by Mr. Olivio.

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

**Resume Public Session**

Mr. Jones 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. Nedohon, seconded by Mr. Olivio.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Absent.  
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. Nedohon, seconded by Mr. Olivio.

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