

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**WEDNESDAY, APRIL 22, 2020**

This meeting was held telephonically in accordance with the Remote Public Meeting Guidance provided by the Division of Local Government Services and pursuant to N.J.S.A. 10:4-9.1.

**Meeting Opening**

The meeting was called to order at approximately 4:06 p.m. by Mr. Olivio. The notice of the meeting was read by Mr. Olivio.

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: Darlene Barber
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**Approval of Agenda**

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

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. Olivio asked for a motion to approve the March 2020, Regular Meeting, Public Session Minutes and the April Special Meeting Minutes. The motion was made by Mr. Jones, seconded by Mr. Lopez.

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 the April Special Meeting Minutes.

**Mr. Kelly joined the meeting at 4:11p.m.**

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

We continue to work very closely with the County to ensure that we are following the most recent directives and best practices to avoid further spread of Covid-19. We have been holding weekly calls with the County, Municipal Representatives, Directors from USDA, USEDPA, SBA, HUD, NJDOL and NJEDA. The meetings provide regular updates regarding programs, deadlines, application status and other economic development related information. Our Administrative offices remain closed to the public, but fully operational. All of our staff have the capacity to work from home. Our construction projects are

proceeding as scheduled as are landfill operations and facilities maintenance. Staffing has been modified at the landfill and facilities level to an alternating weekly schedule. Half the staff reports one week, and the other half, the next. There is no impact to pay. Nothing is operating normally, but everything is operational. Enhanced cleaning and disinfecting continues at all CCIA operated facilities.

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. 71 W. Park has moved to a 7 day per week schedule to accommodate the influx of unemployment claims.

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 enhanced cleaning and disinfecting continue.

CCIA has transitioned facilities management including landscaping, custodial and maintenance. We have recently been approached by several public and private entities about the possibility of taking over their facilities. Commercial Twp. BOE has accepted a recent proposal. We expected to commence work in early July. This schedule is obviously awaiting the outcome of our current health situation.

Economic Development:

Economic Development budget shows a net decrease for the month. This is primarily a function of our lump sum pension contribution and delays to construction, and therefore, construction management revenue. Construction management revenue will increase incrementally as construction progresses. This revenue source is designed to sustain itself in addition to providing additional revenue to offset the administrative costs associated with the economic development operations/staffing.

There has been a significant focus on Covid-19 and the Cares Act. We have been extremely focused on providing updated and meaningful information to the County, our Municipalities, our residents, Economic Development Directors and the business community. Our weekly calls have been very productive and we have received good feedback and interaction from all stakeholders and funding sources.

Economic Development activities, events and initiatives are moving along in spite of the Covid-19 situation. We continue to push forward with our 2020-2030 Plan as well as our OZ initiatives. Marketing and Website updates are also progressing. We are currently revising our Economic Impact Analysis and should have that completed by the end of May. (Please see economic development activities)

As a result of our cooperative City partnerships, we submitted an Environmental Remediation grant application that will provide up to \$600,000 for testing and evaluation of potential redevelopment sites in Vineland, Millville and Bridgeton. USEPA and NJDEP have contacted us to coordinate a Southern NJ training and financing seminar for Brownfields development.

We are working closely with Omnitrax (the entity that recently acquired the Winchester Western Rail in our region) to market our county and leverage their current customer base. There are currently two businesses working directly with Omnitrax to secure new operations in Cumberland County along the existing rail. Omnitrax is planning series of marketing events highlighting future development opportunities and initiatives.

Synagro continues to work with DEP and Deerfield to obtain its approvals. Synagro recently requested that the Class C portion of its approval be removed. This is consistent with the current redevelopment and associated site plan. They will also be scheduling a meeting with Township Land Use Board. I met with the new Business Administrator in Deerfield, and he indicated that he was anxious to move the project along. Once completed, Synagro will be connected to the CCIA micro-grid.

Deerfield's decision to curtail traffic on Lebanon Rd. will significantly limit development and the potential to generate additional tax ratables/revenue for the Township and its residents.

The Data Center Developer continues to work with Deerfield, ACE, the BPU and its funding sources to finalize the proposed project. All interconnection approvals have been finalized, but now as a result of the Covid-19 situation, there needs to be additional planning and coordination of deadlines and schedules.

Data Center Developer has created an Urban Renewal Entity which will allow them to finalize a PILOT/Financial Agreement with the Township. When completed, the former school will be an economic contributor to the Township by creating significant jobs and becoming a rateable for Deerfield Township.

Our work with an investor interested in redeveloping areas in Millville's Downtown (including 2 N. High Street) is on hold due to the Covid-19 situation.

We continue working with the City of Millville to develop a more cooperative economic development relationship, via our Redevelopment and Economic Development shared services agreements.

Single Stream processing continues to be one of our biggest challenges. This is also a challenge nationwide. The direct cost to the CCIA for processing costs is expected to be in excess of \$900,000 in 2020. Our processing fee increased to over \$50/ton for the month. This does not include staffing, vehicle/transportation costs and overhead. Volume has substantially increased over the past 60 days. We are now collecting a commercial and out of county fee for single stream material to help offset these additional costs.

Based upon current information and evaluation, CCIA may be posting an RFP for an on-site, single stream, processing operation.

E-Waste collection has been modified due to Covid-19 operation. We are no longer accepting E-waste at the landfill. Municipalities are being asked to hold on site until the situation subsides. Obviously, if a specific instance arises that requires pick up, we will work with individual municipalities to mitigate.

Our Fleet Maintenance operation has been modified due to the Covid-19 situation, but also as a result of operational efficiencies. A new waiting area was implemented to separate customers from administration and work areas. Work schedules have been modified to better integrate into ACUA scheduling changes. We are working with County Fleet staff to implement an integrated fleet management system.

Rain cover repairs due to the windstorm were completed, but the new windstorm caused additional damage to different areas of the landfill cover. Those damages are being evaluated by staff and our insurance company. We are also investigating strategies and enhanced installation methods to help eliminate future damage.

ACUA has commenced Millville Curbside services as of April 1<sup>st</sup>. The implementation has come in the middle of the Covid, but they have performed very well. One of the interesting issues that resulted from the timing was the inability of ACUA to obtain inspection, plates and registration for its newly purchased vehicles due to DMV closures. They were forced to redeploy its fleet assets to cover Millville's needs.

Truckwash utilization was increasing as a result of an uptick in County, ACE and other private operator use. However, as a result of current Covid situation, that was short lived. Vacuums have been installed to the wash area to allow for more thorough cleaning.

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. The fire at F&S has required EPP and the CCIA to reevaluate strategy and determine that the microgrid is complete.

Going forward, individual projects located on Lebanon Rd. redevelopment area will be connected when completed. We are also discussing community solar and other solar options for the landfill redevelopment area.

We are working with SJI to evaluate and implement a methane gas processing facility. This will allow SJI/CCIA and EPP to develop mandated alternative energy strategies that can be used as a state model. This strategy will further develop our Energy HUB strategy.

CNG facility is fully operational. All ACUA and CCIA vehicles are utilizing the station. We have recently seen an increase in private hauler and business utilization at our facility. ACUA will be increasing its utilization of the station as a result of its expansion into Millville. We received our Federal credit reimbursement for 2019. The same credits have been approved for 2020.

Facility modifications to support our CNG repairs and maintenance are almost complete. Administrative modifications supporting ACUA expansion, landfill operations and creating additional meeting space are complete.

The treatment plant continues to operate more efficiently and effectively than previous operations. Zero gallons of raw leachate have been hauled to Delcora. As a result of more effective and efficient operations, we are now able to better evaluate, maintain and adjust the overall system. We are now able to shut down in advance of storm events to ensure that the equipment is not impacted by storm damage and/or electrical outages. Final treatment upgrades should be completed by April 1, 2020.

We have been diligently working to fill cell 7B. We created a fill plan for cells 7, 8 and 9. The DEP continues to visit the landfill site and interact with staff regularly. Bird mitigation efforts have proven to be successful. We did receive an NOV for propagation of birds at the landfill, but I feel confident that we can work through that with DEP as a result of a conference call we had with them on April 14<sup>th</sup>. We are preparing a response based upon that conversation. Tire recycling process has been enhanced and we are moving tires on a weekly basis. We are now hauling tires to the processor to enhance recycling efficiencies and scheduling. Our commercial convenience center has successfully alleviated traffic and makes the convenience center safer for residents. Additionally, trailers no longer utilize the residential convenience center area, thus reducing the number of dumpsters hauled from the convenience center to the workface. Our convenience center operations have been modified due to Covid-19. Deerfield residents are restricted to M, W, S use and non-account customers are not allowed to tip at the landfill until health restrictions are lifted. Gas expansion contracts for Cell 7 have been approved and Notices to Proceed have been issued. Well drilling has already begun to mobilize. We hope to complete this phase of our gas well and piping system in June. This will provide much needed methane to support the full operations of our 3 engines. Gas header installation, side slope repairs as well as other long-term enhancements are being formalized into a revised funding (NJEIT) and bidding package. We conducted drone testing of our methane gas system to ensure safe and effective operations. Additional testing and evaluation concluded that we have no issues. This information was forwarded to DEP for its review and utilization. F&P Engineering continues to work with CCIA and EPP staff with respect to 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 Municipalities and the County continue to process wood waste via Re-Nature Shared Services Agreement. Wood waste is being collected and processed at no cost. The agreement provides free recycling of wood waste for all municipalities, the county and the CCIA. This partnership has allowed the CCIA to obtain mulch for landscaping of landfill and other facilities.

**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-Present.

### **Resolutions**

Mr. Olivio requested a motion to approve the Resolutions by consent. Mr. Olivio called for a motion to approve the Resolutions 2020-073 through 2020-087. The motion was made by Mr. Jones and seconded by Mr. Kelly.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.

Mr. Olivio requested that the Solicitor handle Resolutions on the Agenda. Resolutions were read by Solicitor Gibson. Mr. Olivio called for a motion to approve the Resolutions 2020-073 through 2020-087. The motion was made by Mr. Jones and seconded by Mr. Kelly.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote

Mr. Lopez abstained from #2020-075, #2020-076 and #2020-079

**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-Present.

### **Treasurer's Report**

1. Monthly Year over Year Tonnage:  
14,872 tons were brought into the Solid Waste Complex including 7,619 tons of municipal solid waste generated in county. Total tonnage decreased by 473 tons 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 increase in the general fund of \$866,987 for the month and an ending balance of \$4,601,297. Amounts owed back to the General Fund totaled \$6,509,518.
3. Cash and Investments:  
Interest earned on the local and trustee accounts for the month amounted to \$18,601 as noted on the schedule of bank account balances.
4. Landfill Operations Summary – Profit and Loss Statement:  
Landfill operations generated revenues of \$1,249,139 which included total tipping fees of \$1,209,461 and revenues from other landfill activities of \$39,678. Total revenues of \$1,261,171 less total expenses for the month of \$1,462,520 resulted in a net deficit of \$201,349. The deficit was caused by payment of the annual pension employer contribution, first quarter of the County appropriation, and various capital projects.
5. Economic Development Operations Summary – Profit and Loss Statement:  
Economic Development operations generated revenues of \$730,975 which included rental and management fees of \$542,813, Fleet Maintenance revenue of \$43,934, fuel income of \$122,313, and other income of \$21,915. Total revenues less total expenses of \$876,046 resulted in a net deficit of \$145,071. The deficit was primarily due to the payment of the annual employer pension contribution.

**Old Business** – No old business.

**New Business** – No new business.

**Freeholder Liaison Remarks** – Darlene Barber remarked that the County is here to support everyone during this time and encouraged everyone to stay safe.

**Open Public Comment Session**

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

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.

No members of the public wished to comment at this time.

**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-Present.

**Close Public Comment Session**

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

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.

**Executive Session**

An Executive Session was not held.

**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-Present.

**Adjournment**

Mr. Olivio called for a motion to adjourn the meeting. A motion was made by Mr. Jones, seconded by Mr. Kelly.

Mr. Olivio Yes; Mr. Jones Yes; Mr. Lopez Yes; Mr. Nedohon Yes; Mr. Kelly Yes.  
The motion was approved by a 5-0 Vote.