

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**WEDNESDAY, JUNE 24, 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 4:02 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-Present.

**The Pledge of Allegiance was recited.**

Freeholders present:
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**Approval of Agenda**

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

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

**Approval of Minutes**

Mr. Olivio asked for a motion to approve the May 2020, Regular Meeting, Public Session Minutes. The motion was made by Mr. Nedohon, seconded by Mr. Kelly.

**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.

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

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

Covid-19

We continue to conduct our weekly calls with the County, Municipal Representatives, Directors from USDA, USEDA, 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 and are back on schedule. Landfill and facilities divisions are operating on a regular schedule. Enhanced cleaning and disinfecting continues at all CCIA operated facilities.

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. The Covid situation has created a new perspective on the social distancing and open space that comes naturally as part of our lives in Cumberland County. Employees and employers are making life decisions that include quality of life and open space that could benefit future interest in our county.

#### Building Operations:

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 continues on 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.

Commercial Twp. Custodial Shared Service Agreement will commence on July 1<sup>st</sup>. Initial scope will be to thoroughly clean the school building in anticipation of the new school year.

#### Economic Development:

Economic Development budget shows a net decrease for the month. This is primarily a function of capital expenses for building upgrades and delayed 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.

We continue to push forward with our 2020-2030 Plan and OZ planning initiatives. The plan will focus primarily on next steps and strategies to redirect, modify and create new employment opportunities related to technology, artificial intelligence and the film industry.

The Covid situation has created a new perspective on the social distancing and open space that comes naturally as part of our lives in Cumberland County. Employees and employers are making life decisions that include quality of life and open space that could benefit future interest in our county.

We are currently revising our Economic Impact Analysis and should have that completed by Mid-June. (Please see economic development activities)

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. Omnitrax continue to work directly with potential customers to secure new operations in Cumberland County along the existing rail. Omnitrax is planning series of marketing events highlighting future development opportunities and initiatives. We are working with Omnitrax to develop potential rail expansion to key locations in Cumberland County, including the landfill.

#### Sludge/Bio-Solids:

Synagro continues to work with DEP and Deerfield to obtain its state and local approvals. Once completed, Synagro will be connected to the CCIA micro-grid. I received a note from Synagro indicating that it expects to break ground in late 2020.

#### Lebanon Rd.:

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. As a result, the CCIA will be issuing an RFP for solar development on Lebanon Rd.

#### Data Center:

The Data Center Developer continues to work with Deerfield, ACE, the BPU and its funding sources to finalize the proposed project. 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.

Millville:

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.

Landfill Operations:

The direct cost to the CCIA for processing costs is expected to be in excess of \$900,000 in 2020. Our processing fee has decreased below \$50/ton for the month. This does not include staffing, vehicle/transportation costs and overhead. We are now collecting a commercial and out of county fee for single stream material to help offset these additional costs.

The CCIA will be posting an RFP for an on-site, single stream, processing operation. This is expected to reduce costs and create more predictable processing expenses.

E-Waste collection is back on a regular schedule.

We held our Household Hazardous Waste event on June 13<sup>th</sup>. We had more than 700 vehicles during the event. It was very successful. The landfill staff did a great job handling the volume as well as the Covid, social distancing issues.

Fleet Maintenance operations are back to a normal schedule. Volume has significantly reduced. A new waiting area was implemented to separate customers from administration and work areas. We have made significant progress with County Fleet staff to implement an integrated fleet management and fueling system.

Rain cover repairs have been completed. As a result of the storms and the need to utilize the existing rain cover maintenance and repairs contract, we will require authorization for an emergency contract modification/expense as well as an increase to the current contract for the remainder of the year. Both are on the agenda for approval.

Millville Curbside services are going along very well. Bridgeton is considering a similar arrangement. Truckwash is operating very well. Utilization is slowly increasing. 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. Going forward, individual projects located on Lebanon Rd. redevelopment area will be connected when completed.

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 has increased 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 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.

The evaporator was approved by DEP and installation of equipment and piping is complete. Final commissioning should begin shortly. We expect the evaporator to be operational by the end of the summer.

We have been diligently working to fill cell 7B. We created a fill plan for cells 7, 8 and 9.

Bird mitigation efforts have proven to be successful.

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.

Our convenience center operations are back to normal operations. We are not accepting cash transactions, but we are fully operational.

Gas expansion in Cell 7 is well underway. All wells have been installed. CCIA staff has almost completed gas line/piping installation. We will be extracting gas before the end of June and the new system should be fully operational in early July. 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 have a resolution to authorize this application on the agenda for approval. Initial estimates are between \$3.5 - \$5million.

F&P Engineering recently made a staffing modification that will enhance gas operations. 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.

## **Resolutions**

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

Mr. Olivio called for a motion to approve the Resolutions 2020-105 through 2020-118.

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

**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.

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 2020-105 through 2020-118. The motion was made by Mr. Nedohon and seconded by Mr. Kelly.

**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.

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 #2020-108, #2020-113, #2020-114, #2020-116.

## **Treasurer's Report**

1. Monthly Year over Year Tonnage:  
15,370 tons were brought into the Solid Waste Complex including 7,956 tons of municipal solid waste generated in county. Total tonnage decreased by 2,798 tons as compared to the prior year as a result of the ongoing COVID-19 pandemic.
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 \$578,828 for the month and an ending balance of \$4,605,422. Amounts owed back to the General Fund totaled \$6,589,164.
3. Cash and Investments:  
Interest earned on the local and trustee accounts for the month amounted to \$7,372 as noted on the schedule of bank account balances.
4. Landfill Operations Summary – Profit and Loss Statement:  
Landfill operations generated revenues of \$1,174,638 which included total tipping fees of \$1,139,802 and revenues from other landfill activities of \$34,836. Total revenues of \$1,179,134 less total expenses for the month of \$1,119,246 resulted in net income of \$59,888.
5. Economic Development Operations Summary – Profit and Loss Statement:  
Economic Development operations generated revenues of \$717,903 which included rental and management fees of \$566,884, Fleet Maintenance revenue of \$29,533, fuel income of \$39,352, and other income of \$82,134. Total revenues minus total expenses of \$767,793 resulted in a net deficit of \$49,890. The deficit was primarily due to Capital Improvements.

**Old Business** – No old business.

**New Business** – No new business.

**Freeholder Liaison Remarks** –

### **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. Kelly to go into Open Public Comment Session.

**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.

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

Tamara Isajiw – Regarding Resolution #2020-108 Ms. Isajiw asked if the City of Millville owned the property. Mr. Velazquez confirmed that the City of Millville never owned the property.

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

### **Close Public Comment Session**

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

**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.

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.

### **Adjournment**

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

**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.

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