

CUMBERLAND COUNTY IMPROVEMENT AUTHORITY
MINUTES OF REGULAR MEETING
WEDNESDAY, MAY 27, 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 4:01 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: Darlene Barber

Approval of Agenda

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

Approval of Minutes

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

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 coordinate 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. We recently provided an update to our staff outlining reopening status, CDC best practices, scheduling and related updates. Our construction projects are proceeding as scheduled as are landfill operations and facilities maintenance. Staffing schedules remain on a modified schedule 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.

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 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.

Commercial Twp. Custodial Shared Service Agreement will commence on July 1st. 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 a 3-payroll month 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.

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. We created a Reopening Best Practices Document for businesses, and we are putting together an overall Reopening Plan for the County. 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 continue to push forward with our 2020-2030 Plan and OZ planning initiatives. We are currently revising our Economic Impact Analysis and should have that completed by Mid-June. (Please see economic development activities)

Our Environmental Remediation grant application was not approved for funding. We are scheduling a follow up with USEPA to review the application for resubmission.

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.

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 is currently evaluating solar development options.

Data Center:

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.

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. Volume has substantially increased over the past 60 days. The market volatility continues as we work through Covid. We are now collecting a commercial and out of county fee for single stream material to help offset these additional costs.

The CCIA is preparing 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 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.

Fleet Maintenance operations continue on a modified schedule. 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 and fueling system.

Rain cover repairs were completed as a result of 3 different storms. The third windstorm, on May 19th came immediately after the repairs for the second storm were completed. We were able to keep ALCO on site and they completed the new repairs on May 20th. The damages are covered under our insurance plan. We continue investigating strategies and enhanced installation methods to help eliminate future damage. Millville Curbside services continue and I have not received any negative feedback. That is a miracle and suggests that all is going well.

Truckwash utilization has been impacted by Covid. 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 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. Final treatment upgrades are complete.

The evaporator was approved by DEP and installation has begun. 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.

The DEP continues to visit the landfill site and interact with staff regularly. Bird mitigation efforts have proven to be successful. A response related to DEP's bird mitigation comments was delivered to DEP.

We did not hear back directly, but we did receive a compliance report/certificate from DEP.

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. We have unofficially restarted operations of our convenience center for county residents. Once we have a couple weeks of operational information, we plan on resuming convenience center operations.

Gas expansion contracts for Cell 7 have been approved and Notices to Proceed have been issued. Well drilling has begun and should be completed by the end of May, early June. Parts and materials are arriving on site and we expect to begin running gas lines and installing pipe in early 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.

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.

Resolutions

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

Mr. Olivio called for a motion to approve the Resolutions 2020-090 through 2020-104.

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

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 2020-090 through 2020-104. The motion was made by Mr. Kelly and seconded by Mr. Nedohon.

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 #2020-097

Treasurer's Report

1. Monthly Year over Year Tonnage:
13,446 tons were brought into the Solid Waste Complex including 7,477 tons of municipal solid waste generated in county. Total tonnage decreased by 3,821 tons as compared to the prior year as a result of the 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 increase in the general fund of \$577,953 for the month and an ending balance of \$5,184,250. Amounts owed back to the General Fund totaled \$6,049,657.
3. Cash and Investments:
Interest earned on the local and trustee accounts for the month amounted to \$11,559 as noted on the schedule of bank account balances.
4. Landfill Operations Summary – Profit and Loss Statement:
Landfill operations generated revenues of \$1,129,017 which included total tipping fees of \$1,094,484 and revenues from other landfill activities of \$34,533. Total revenues of \$1,136,628 less total expenses for the month of \$1,219,153 resulted in a net deficit of \$95,511.
5. Economic Development Operations Summary – Profit and Loss Statement:
Economic Development operations generated revenues of \$727,158 which included rental and management fees of \$599,705, Fleet Maintenance revenue of \$13,330, fuel income of \$40,773, and other income of \$73,350. Total revenues minus total expenses of \$803,871 resulted in a net deficit of \$76,713. The deficit was primarily due to a three-payroll month.

Old Business – No old business.

New Business – No new business.

Freeholder Liaison Remarks – Darlene Barber thanked Mr. Velazquez for the open communication with the County and for the time that he puts in doing good things for the County. Reminded 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. 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.

Nancy Ridgway – Requested the Authority phone her in advance of Special Meetings of the Board.

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.