

**CUMBERLAND COUNTY IMPROVEMENT AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**WEDNESDAY, SEPTEMBER 23, 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 4:03 p.m. by Mr. Lopez. The notice of the meeting was read by Mr. Lopez.

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

**The Pledge of Allegiance was recited.**

Freeholders present: Darlene Barber
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**Approval of Agenda**

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

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

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

**Approval of Minutes**

Mr. Lopez asked for a motion to approve the August 2020, Regular Meeting, Public Session Minutes. The motion was made by Mr. Kelly, seconded by Mr. Jones.

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

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

**Annual Audit Presentation** – Steve Testa provided an overview of the 2019 Audit. He reported that there were no findings or concerns.

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

Covid-19:

Our Administrative offices continue to be fully operational. Public access is being provided for certifications and miscellaneous assistance by appointment. We are also scheduling meetings from time to time as required. Landfill and facilities divisions are operating on a regular schedule.

Enhanced cleaning and disinfecting continue at all Authority operated facilities.

County, Municipal Representatives, Directors from USDA, USEDA, SBA, HUD, NJDOL and NJEDA continue to attend bi-weekly Covid Resource meetings. The meetings provide regular updates regarding programs, deadlines, application status and other economic development related information.

**Building Operations:**

71 W. Park Ave. is fully leased and operations are moving along as scheduled. Authority 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.

Monthly disinfecting services at the CWED and 275 N. Delsea Drive facilities continue. We are able to save the County over \$20,000 per month.

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 services are progressing well. Authority staff are becoming familiar with the site and staff at the school and administration offices. We are working with the BOE to provide enhanced cleaning and disinfecting for the new school year.

**Economic Development:**

Economic Development budget shows a significant increase for the month. This is primarily due to the sale of the 500 Block Redevelopment site. Construction Management fees are increasing and are designed to sustain operations and provide additional revenue to offset the administrative costs associated with the economic development operations/staffing as well as to allow for continued capital investments throughout the county. We are working with 3 neighboring counties to implement construction and redevelopment projects.

The outline and strategy pillars for our 2020 – 2030 Plan were introduced to our economic development committee. The plan will focus on next steps and strategies to redirect, modify and create new employment opportunities related to technology, artificial intelligence, advanced manufacturing, education and medicine (eds and meds), and rail related development.

**CORE PILLARS**

<b>Infrastructure</b>	<b>Leadership and talent</b>	<b>Communities</b>	<b>Innovation culture</b>
Broadband Ecosystem	job growth in key sectors Community partnerships	Downtown Redev.	Entrepren.
Alternate energy work modal.	workforce upskilling Shared services	housing/lifestyle choices	co-working/alt.
Transp/logistics	vocational careers	health/livability	smart communities
Sewer capacity Partnerships	internship/apprenticeships CCIA 1 stop resource	Tourism/Rec	Rowan
Automation/tech.	workforce commuting pattern tracking impacts/progress		

Working through website redesign, marketing and rebranding of Authority. Rebranding will build upon private sector mentality, efficiencies and ability of the Authority to expedite development, redevelopment, approvals and site location needs in the County.

Authority staff continues to work 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. We are working with Omnitrax to develop potential rail expansion to key locations in Cumberland County, including the landfill.

Sludge/Bio-Solids:

Synagro received Township approval to proceed with its biosolids facility. Once completed, Synagro will be connected to the CCIA micro-grid. Synagro expects to break ground in late 2020.

Lebanon Rd. Redevelopment:

Deerfield's decision to curtail traffic on Lebanon Rd. will significantly limit development and the potential to generate additional tax rates/revenue for the Township and its residents. RFPs for solar development on Lebanon Rd. were received and staff has included its developer recommendation on the September Agenda.

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.

The 500 Block Redevelopment real estate transaction closed. Contractor has commenced construction, and the project should be completed within one year.

The Authority continues 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:

Authority staff met with Mini-MRF Developer to finalize a lease and operating agreement. The agreement should be completed prior to the October board meeting and will be presented to the Board for its approval. This operation is expected to reduce costs and create more predictable processing expenses. E-Waste collection is back on a regular schedule.

Household Hazardous Waste Day was held on September 13<sup>th</sup>. It was well attended, but volume was down from previous events.

The Governor's budget removes funding for Clean Communities and Recycling Grants. Elimination of these programs would detrimentally impact municipal clean up and recycling efforts. Existing legislation includes a "poison pill" clause that would eliminate the program if funding is redirected for other purposes. The current programs are funded with private business fees/taxes, rather than local/state taxes. The Authority's Hendrick's House partnership is working very well, and providing staff support to supplement SWC and Facilities operations.

Fleet Maintenance volume has decreased as a result of limited vehicle use during Covid. We are implementing significant changes to the operational and scheduling protocols to improve efficiencies. Integrated fleet management and fueling system continue to progress. The county has opted to create its own database that will operate parallel with the Authority's system, but will not be fully integrated into the current data base. Fuel Master technology issues have been resolved and the county has initiated construction for the one of its station upgrades.

Millville Curbside services are going along very well. Bridgeton's Shared Service will begin on January 1, 2021. This will further support our CNG station operations.

Truckwash is operating very well. Utilization has been impacted by Covid. The Authority is working with the Vineland BOE to develop a shared service for its bus fleet. 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.

Back up generation bids are expected shortly and will be on the agenda for approval during the Authority's October meeting. The SWC is experiencing significant outage and electricity "blips" that are causing equipment failures, damage to pumps, fuses, and electric components. The Authority is holding regular meetings with EPP and ACE to resolve these issues.

SJI is supporting the Authority's plan to implement a methane gas processing facility. This will allow SJI, the Authority 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 Authority vehicles are utilizing the station. Private hauler utilization as well as ACUA has increased over the past several months.

Facility modifications to support our CNG repairs and maintenance 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 now regulate plant capacity to treat excess water caused by major rain events/recent storms.

The heat exchanger and evaporator were approved by DEP. Heat Exchanger and related piping is installed and is ready to operate. Evaporator installation is ongoing and should be fully operational by November 2020.

We have been diligently working to fill cell 7B. The recent storms have delayed recertification of cell 9. We will be required to certify cell 9, prior to receiving approval to operate a dual workforce for type 10 trash diversion for the initial "soft" lift.

We were able to divert the water from the basin to the treatment plant. However, the volume (over 5 million gallons) of rain in cell 9 has negatively impacted plant operations. In addition to the pure volume, the biology of the almost clean water degrades the existing biology in our tanks. This circumstance may require the installation of temporary treatment equipment. Staff is currently evaluating options to eliminate water and obtain cell certification from DEP.

Bird mitigation efforts have proven to be successful. We received an expansion of the existing permit to allow for continued mitigation enhancement.

Tire recycling continues on a regular/weekly basis. We recently experienced some operational delays at the 3<sup>rd</sup> party processor's plant, but hope to return to our regular schedule shortly.

Our commercial convenience center has successfully alleviated traffic and makes the convenience center safer for residents.

Gas expansion in Cell 7 continues to provide a significant increase (33%) in gas collection levels. The gas collection expansion was fully implemented by CCIA staff. This increase should be further maximized by the implementation of remote meters on the new well heads (estimate installation November 2020).

Gas header installation, side slope repairs as well as other long-term enhancements will be incorporated into funding (NJEIT) and bidding package. Revised engineer's estimate is \$5.9 million. Financing approval, final design and bidding process is expected to take 6 months. We hope to begin construction in March 2021.

F&P's staffing modification has improved 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.

Re-Nature remains temporarily closed to our county and municipal partners. As a result of the inconsistency of the availability of this site, the CCIA is evaluating options and feasibility of implementing our class B license. All Municipalities and the County currently process wood waste via

Re-Nature Shared Services Agreement. Wood waste is being collected and processed at no cost. The current agreement provides free recycling of wood waste for all municipalities, the county and the CCIA.

## **Resolutions**

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

Mr. Lopez called for a motion to approve the Resolutions 2020-160 through 2020-177.

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

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

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

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

Mr. Lopez called for a motion to approve the Resolutions 2020-160 through 2020-177. The motion was made by Mr. Jones and seconded by Mr. Kelly.

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

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

Mr. Kelly abstained from Resolution #2020-166.

## **Treasurer's Report**

1. Monthly Year over Year Tonnage:  
17,358 tons were brought into the Solid Waste Complex including 9,034 tons of municipal solid waste generated in county. Total tonnage increased by 1,116 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 \$115,340 for the month and an ending balance of \$5,558,407. Amounts owed back to the General Fund totaled \$6,918,004.
3. Cash and Investments:  
Interest earned on the local and trustee accounts for the month amounted to \$5,807 as noted on the schedule of bank account balances.
4. Landfill Operations Summary – Profit and Loss Statement:  
Landfill operations generated revenues of \$1,350,384 which included total tipping fees of \$1,303,278 and revenues from other landfill activities of \$47,106. Total revenues of \$1,527,189 less total expenses for the month of \$1,036,213 resulted in net income of \$490,977.
5. Economic Development Operations Summary – Profit and Loss Statement:

Economic Development operations generated revenues of \$1,118,149 which included rental and management fees of \$617,208, Real Estate transaction revenue of \$365,111, Fleet Maintenance revenue of \$27,250, fuel income of \$42,478, and other income of \$66,102. Total revenues minus total expenses of \$688,800 resulted in net income of \$429,349.

### **Old Business –**

### **New Business –**

**Freeholder Liaison Remarks –** Ms. Barber congratulated the Authority on a successful Audit. Ms. Barber also thanked Mr. Velazquez for his participation in the weekly business resource meetings.

### **Open Public Comment Session**

Mr. Lopez 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-Absent; Mr. Jones-Present; Mr. Lopez-Present; Mr. Nedohon-Present; Mr. Kelly-Present.

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

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

### **Close Public Comment Session**

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

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

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

### **Executive Session**

At approximately 4:38 p.m. Mr. Lopez 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 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. Kelly, seconded by Mr. Jones.

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

### **Resume Public Session**

Mr. Lopez called for a motion to come out of Executive Session and resume Public Session at approximately 5:25 p.m.

The motion was made by Mr. Jones, seconded by Mr. Kelly.

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

### **Adjournment**

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

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

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