

CUMBERLAND COUNTY IMPROVEMENT AUTHORITY
MINUTES OF REGULAR MEETING
WEDNESDAY, NOVEMBER 18, 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 4:07 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:

Approval of Agenda

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

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 October 2020, Regular Meeting, Public Session Minutes and the October 2020 Executive Session 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. Kelly arrived at 4:11p.m.

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. Landfill and facilities divisions are operating on a regular schedule. As a result of the recent Executive Order, all visitors must wear a mask while on site. Staff and visitors are implementing the mandates outlined in the EO; masks, social distancing, temperature checks, etc.

Enhanced cleaning and disinfecting continue at all Authority operated facilities. Our bi-weekly Covid Resource meetings have been moved to an as-needed basis. Information has been limited beyond new funding opportunities. I continue to share that with meeting attendee list. 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, as well as upon-request, disinfecting services at the CWED and 275 N. Delsea Drive facilities continue. Provision of these services by Authority staff creates a County savings of 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. The school is operating on a hybrid schedule. Students are in session 4 days per week. We are working with the BOE to provide enhanced cleaning and disinfecting throughout the facility.

The Authority issued an RFP for Real Estate Broker services. We have had significant interest in leasing and/or owning warehouse space at 51 W. Park. Supply is low and demand is very high for warehouse space in our area.

Economic Development:

Economic Development budget shows a slight decrease for the month. This is primarily a function of a 3 pay month in October. We should be revert to a net increase for the remainder of the year. Construction Management fees are progressing 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 2 neighboring counties to implement construction and redevelopment projects.

Our 2020 – 2030 Plan continues as scheduled. The plan focuses 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.

The plan also directs the Authority to lead this new direction and implementation charge by improving its social media, marketing, branding and website design. All of which are well underway. The Authority branding is included in the board packet and is highlighted in my report header. 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.

We expect to be ready to launch Strategic Plan, website, marketing and rebranding in January 2021 after Authority Board approval followed by County Commissioner Consent in January.

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 is moving along with project development. They have initiated site investigations and are moving along with the development process. Covid has created a delay with regard to DEP final approvals. Once completed, Synagro will be connected to the CCIA micro-grid. Synagro expects to break ground in late 2020.

Lebanon Rd. Redevelopment:

We continue to work with Intersect Energy, the Authority's designated sub developer, to finalize a lease and begin the marketing, pre-development and approval process. This strategy is being implemented as

outlined in the redevelopment plan and to satisfy the residents and Township's decision to curtail traffic 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. The PILOT is on the Township Agenda for first reading and ultimate approval. When completed, the former school will be an economic contributor to the Township by creating significant jobs (50 initial jobs) and becoming a rateable for Deerfield Township. The developer is initiating job training and certification program for county residents.

Millville:

In order to avoid continued vacancy and underutilization of this facility, the Authority has offered the City utilization for \$1, plus utilities and operating costs. NO change since the previous report. We have not heard back from the City.

The 500 Block Redevelopment is proceeding under the direction of Completecare.

The Authority continues working with the City of Millville to develop a more cooperative economic development relationship.

Landfill Operations:

Authority staff continues to work with CES (Mini-MRF Developer), to commence operations. The proposed Operating Lease was approved by the Board in October and the CES has initiated equipment purchase and building renovations. This operation is expected to reduce costs and create more predictable processing expenses. We negotiated a favorable contract modification with our current processor.

E-Waste collection is back on a regular schedule. E-Waste operations have moved to the facilities garage.

The Authority's Hendrick's House partnership is working very well, and providing staff support to supplement SWC and Facilities operations. We had our first group of 4 trainees, graduate from the program. 2 have relocated and 2 obtained full time employment.

Fleet Maintenance volume continues on a reduced volume as a result of Covid. We continue with the implementation of revised operational and scheduling protocols to improve efficiencies. We hired an office manager to assist with marketing, ordering, inventory and customer services.

Integrated fleet management and fueling system continue to progress. The county has initiated construction for both of its station upgrades.

Millville Curbside services are going along very well. Bridgeton's Shared Service will begin on January 1, 2021.

The Authority recently purchased 3 CNG trucks. This further supports our CNG station operations, while reducing the carbon footprint for the County.

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.

Truckwash is operating very well. 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 were awarded and a Notice to Proceed was issued to the contractor. The entire SWC and Administrative Campus will be fully integrated into back up generation.

The SWC is experiencing outage and electricity "blips" that are causing equipment failures, damage to pumps, fuses, and electric components. ACE has indicated that it is making some maintenance/repairs to its substations.

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. SJI has created initial specifications for approval of methane gas to the transmission line. This strategy will further develop our Energy HUB strategy.

The treatment plant continues to operate more efficiently and effectively than previous operations. As a result of cell 9 water and associated certification, we have been able to utilize the treatment plant to remove all standing water from the cell. Because of the sheer volume of the water (approx. 6 million gallons) over the past 2 months, we needed to haul raw leachate from our large tank.

The heat exchanger is operational and has already made a significant impact on productivity. Operational levels have increased by 20 gallons per minute on our UF system.

Evaporator installation has been delayed until February 2021.

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 have remediated all items cited in our NOV from DEP. Standing water has been removed and areas where trash was visible have been covered. We have been able to divert AND treat water (over 6 million gallons) from the basin. We were able to treat the water without the need to rent ancillary water treatment trailer/equipment. As of November 11th, water was removed from cell 9. We had a rain event on the 11th and 12th, but we expect to be able to remove that water in short order.

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.

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

We will be implementing modifications to Deerfield convenience center scheduling due to continued safety and trash residue issues created by residents visiting the landfill. We have made the Township aware and expect to begin revised schedule and rules on January 1, 2021.

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.

Gas header installation, side slope repairs as well as other long-term enhancements will be incorporated into funding (\$5.9 million/NJEIT) and bidding package. Financing approval, final design and bidding process is expected to take 6 months. We hope to begin construction in March 2021. We will begin LFB Bonding/Approval process in November. We expect to present a resolution for board approval during our December meeting.

Authority staff is becoming increasingly proficient with gas repairs and upgrades and an internal tracking system is being documented to increase repair and collection efficiencies.

Continued concern...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. Gloucester County Improvement Authority toured our site to see our traffic signal, litter net and overall operations. They were impressed with our staff capacity and operations.

We are meeting with ACUA to discuss additional shared service opportunities.

Resolutions

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

Mr. Olivio called for a motion to approve the Resolutions 2020-196 through 2020-221.

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 2020-196 through 2020-221. 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-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

Treasurer's Report

1. Monthly Year over Year Tonnage:

18,218 tons were brought into the Solid Waste Complex including 8,570 tons of municipal solid waste generated in county. Total tonnage increased by 832 tons or 5% 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 \$436,092 for the month and an ending balance of \$5,026,441. Amounts owed back to the General Fund totaled \$5,910,570.

3. Cash and Investments:

Interest earned on the local and trustee accounts for the month amounted to \$4,178 as noted on the schedule of bank account balances.

4. Landfill Operations Summary – Profit and Loss Statement:

Landfill operations generated revenues of \$1,526,636 which included total tipping fees of \$1,470,274 and revenues from other landfill activities of \$56,362. Total revenues of \$1,606,595 less total expenses for the month of \$1,545,196 resulted in net income of \$61,399.

5. Economic Development Operations Summary – Profit and Loss Statement:

Economic Development operations generated revenues of \$730,047 which included rental and management fees of \$625,001, Fleet Maintenance revenue of \$25,036, fuel income of \$44,403, and other income of \$35,607. Total revenues minus total expenses of \$794,926 resulted in a net deficit of \$64,880. Deficit was primarily due to a three payroll month.

Old Business – Mr. Velazquez reminded the Board & guests that the RFQ process was handled exactly the same way it has been handled previously. Selection for work assignments on specific projects will be determined as needed and based upon subsequent proposals.

New Business – Mr. Velazquez remarked that staff is working on a rebranding project for the Authority. A presentation will be made to the Board and Freeholders in the near future.

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.

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 – Commented regarding existing building mural on 500 Block in Millville. Residents would like to see mural remain. Commented on Vendor selection for RFQ and how many local vendors were selected.

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. Jones 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

At approximately 4:24 p.m. Mr. Olivio 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. 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.

Resume Public Session

Mr. Olivio called for a motion to come out of Executive Session and resume Public Session at approximately 4:47 p.m.

The 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.

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.