

CUMBERLAND COUNTY IMPROVEMENT AUTHORITY
MINUTES OF REGULAR MEETING
WEDNESDAY, DECEMBER 16, 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:

Approval of Agenda

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

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 November 2020, Regular Meeting, Public Session Minutes and the November 2020 Executive Session Minutes. The motion was made by Mr. Kelly, seconded by Mr. Nedohon.

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:

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. The landfill operation has moved to a modified schedule. We are open during our regular hours, but we are accepting account holders ONLY. Deerfield residents can utilize the convenience center on Monday, Wednesday and Saturday, during regular operating times. Non-account customers cannot access the landfill at this time.

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, and on-call disinfecting services at the CWED and 275 N. Delsea Drive facilities continue. 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. Staff has familiarized themselves with the facility. The school is operating on a remote only schedule until after the new year. We continue to provide enhanced cleaning and disinfecting throughout the facility.

The Authority is engaged with its Real Estate Broker to evaluate potential tenants interested 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. We are hoping to negotiate an LOI in early January.

Economic Development:

Economic Development budget shows an increase for the month. 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. We have a new Shared Service Agreement with Salem County on the agenda for approval.

The draft of our 2020 – 2030 Strategic Plan is complete. We are making final edits and expect to share with the board within the next 10 days. A January presentation is planned for the County Commissioners. 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. 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. Omnitrax made a substantial donation to the local Food Bank in Cumberland County.

The Southern NJ Development Council has asked me to become member of the Board of Trustees.

Sludge/Bio-Solids:

Synagro is moving along with project development. They have completed site investigations and expect to issue bid documents in February 2021. They expect to start construction in March and begin commercial operations in September 2022. Once operational, Synagro will be connected to the CCIA micro-grid.

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. The PILOT/Financial Agreement with the Township has been fully approved and executed. 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 City of Millville has decided to provide its economic development services with internal staff. As a result, the Shared Service will be terminated as of December 2020.

Landfill Operations:

Authority staff continues to work with CES (Mini-MRF Developer), to commence operations. CES has initiated equipment purchase and building renovations. This operation is expected to reduce costs and create more predictable processing expenses. Once operational, the Mini-MRF will become a customer of the micro-grid.

We negotiated a favorable contract modification with our current processor.

E-Waste collection has been suspended until the Authority is back at 100% staffing. We expect to return to full operations in January. E-Waste operations have moved to the facilities garage.

The Hendrick's House partnership is working very well, and providing staff support to supplement SWC and Facilities operations.

Fleet Maintenance volume has been impacted as a result of Covid. We initiated revised operational and scheduling to properly mitigate potential Covid impacts. Jeri, our new office manager is getting acclimated to the position and is doing very well.

Integrated fleet management and fueling system continue to progress. The county is now operational on the first of two stations.

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

CNG facility is fully operational. All ACUA and Authority vehicles are utilizing the station. Private hauler/ACUA utilization continues to increase. We expect the CNG tax credit to extend through 2021.

Truckwash is operating very well. Vacuums have been installed to the wash area to allow for more thorough cleaning. Vineland BOE is now utilizing the facility.

Phase I (landfill, treatment plant and administrative office) of our Energy HUB/Micro Grid Initiative is completed. We are producing our own energy that supplies the entire landfill site. Going forward, individual projects located at the SWC and the Lebanon Rd. redevelopment area will be connected when completed.

The entire SWC and Administrative Campus will be fully integrated into back up generation upon completion of our generator upgrades in early February.

ACE implemented several upgrades at the substation that supports the SWC/Micro-grid. Although the upgrade required a 10-day shut down, the improvements are expected to enhance operations and limit recent surges in the system. These surges were causing equipment failures, damage to pumps, fuses, and electric components. The shut down resulted in \$13,000 in lost revenue for the Authority.

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. We are testing our methane gas to determine cleaning protocols and required equipment. This strategy will further develop our Energy HUB strategy.

The treatment plant continues to operate efficiently and effectively. 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. 10 million gallons of leachate, from cell 9 alone, have been treated since July.

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. The heat exchanger was down during ACE's shut down. This caused a decrease in efficiencies in our treatment plant operations. However, we are back to regular operations and productivity has increased to regular levels.

Commercial operations of the Evaporator are expected to commence in February 2021.

We have been diligently working to fill cell 7B. All work required to certify cell 9 is complete. Survey has been completed and we should be forwarding our engineer's certification request to DEP by December 10th. DEP will visit the SWC to inspect and we should receive our certification to initiate operations in cell 9 in January. Once operational, we will operate a dual workforce for type 10 trash diversion for the initial "soft" lift.

Per DEP's follow up inspection, all items cited in our NOV have been remediated.

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.

As a result of Covid-19, modifications to Deerfield convenience center scheduling, initially planned for January 1, 2021 have been implemented in December. We have made the Township aware of the change. Gas collection was interrupted due to ACE's shut down. However, we expect to return to previously higher levels by the end of December. This increase should be further maximized by the implementation of remote meters on the new well heads. 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.

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 May 2021. Application process is well underway with state NJIB and DEP. Formal bonding resolution will be presented to the Board and County in January.

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. We continue to meet with ACUA to discuss additional shared service partnerships.

Resolutions

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

Mr. Olivio called for a motion to approve the Resolutions 2020-222 through 2020-262.

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

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 2020-222 through 2020-262. 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

Treasurer's Report

1. Monthly Year over Year Tonnage:

16,366 tons were brought into the Solid Waste Complex including 8,190 tons of municipal solid waste generated in county. Total tonnage increased by 1,087 tons or 7% 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 \$1,090,141 for the month and an ending balance of \$6,116,582. Amounts owed back to the General Fund totaled \$5,871,996.

3. Cash and Investments:

Interest earned on the local and trustee accounts for the month amounted to \$3,716 as noted on the schedule of bank account balances.

4. Landfill Operations Summary – Profit and Loss Statement:

Landfill operations generated revenues of \$1,288,860 which included total tipping fees of \$1,244,870 and revenues from other landfill activities of \$43,990. Total revenues of \$1,291,499 less total expenses for the month of \$1,207,003 resulted in net income of \$84,496.

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

Economic Development operations generated revenues of \$855,343 which included rental and management fees of \$730,835, Fleet Maintenance revenue of \$21,896, fuel income of \$39,971, and other income of \$62,641. Total revenues minus total expenses of \$683,550 resulted in net income of \$171,793.

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

Old Business –

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. Kelly, 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.

Tamara Isajiw – Asked for clarification regarding rebranding of Authority.

Close Public Comment Session

Mr. Olivio called for a motion to close Public Comment Session. A motion was made by Mr. Lopez, seconded by Mr. Kelly 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 4:41 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; matters involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body. Solicitor Gibson noted that no further business would be conducted after the conclusion of the Executive Session. The motion was made by Mr. Nedohon, seconded by Mr. Lopez.

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 5:11 p.m.

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

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. Nedohon, 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.