

POLLUTION CONTROL FINANCING AUTHORITY  
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING

March 23, 2015

Chairman Davenport called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 9:00 am.

Authority Members present: Robert Davenport, Richard Mach, and James Cannon.

ROLL CALL:	Mr. Cannon	-	Present
	Mr. Yanoff	-	Absent
	Mr. Mach	-	Present
	Mr. Davenport	-	Present

Also present: James Williams, Director of Operations; Katharine Fina, General Counsel; Dan Olshefski, Chief Financial Officer; Mark Swyka, Cornerstone; Jamie Banghart, Recording Secretary.

The Pledge of Allegiance was led by Chairman Davenport.

Mr. Davenport read the following statement: "Adequate notice of this meeting of March 23, 2015 was given in accordance with the Open Public Meetings Act by forwarding a schedule of regular meetings of the Pollution Control Financing Authority of Warren County (PCFAWC) to the Warren County Clerk, the Warren County Board of Chosen Freeholders, the Express Times, and by posting a copy thereof on the bulletin board in the office of the PCFAWC. Formal action may be taken by the PCFAWC at this meeting. Public participation is encouraged".

MINUTES

Mr. Davenport presented the regular monthly meeting minutes from February 23, 2015.

**Mr. Mach** made a motion to approve the minutes as presented, seconded by **Mr. Cannon**.

ROLL CALL:	Mr. Cannon	-	Yes
	Mr. Yanoff	-	Absent
	Mr. Mach	-	Yes
	Mr. Davenport	-	Yes

Mr. Davenport presented the executive session meeting minutes from February 23, 2015.

**Mr. Cannon** made a motion to approve the executive session minutes as presented, seconded by **Mr. Mach**.

ROLL CALL:	Mr. Cannon	-	Yes
	Mr. Yanoff	-	Absent
	Mr. Mach	-	Yes
	Mr. Davenport	-	Yes

## CORRESPONDENCE

Mr. Williams presented a letter from Mrs. Holly Mackey submitting her letter of resignation dated March 17, 2015. Mr. Williams stated that this letter was forwarded to Freeholder Director Ed Smith and the Board of Chosen Freeholders. Mr. Williams thanked Mrs. Mackey for her time, effort, and support that she provided to the PCFA.

Mr. Williams presented a letter dated March 16, 2015 regarding the re-appointment of Mr. Todd Yanoff for another term on the PCFAWC Board. Mr. Williams stated that Mr. Yanoff was to submit a letter to the Freeholder Board along with an application that is required for re-appointment.

Mr. Williams stated that Mr. James Kern, the Mayor of Pohatcong, will be filling Mrs. Holly Mackey's seat on the Board.

## PUBLIC COMMENTS (AGENDA ITEMS ONLY)

None

## PRESENTATIONS

Mr. Davenport welcomed Mr. Mark Swyka for a presentation on the conceptual designs for the landfill expansion.

Mr. Cannon suggested that Mr. Swyka's presentation be more of an overview because we are missing a few Board members. Mr. Davenport agreed and asked Mr. Swyka to return for a more in depth presentation. Mr. Swyka agreed to present an overview and will return.

Mr. Swyka displayed a power point presentation which represented the various landfill conceptual designs for expansion.

Several expansions were presented; the first was to the west and north, the second was to the west with a reduced northern footprint, the third was to the west only, and the fourth was to the north only.

Mr. Swyka presented the first concept plan. This concept design is approximately thirty eight (38) acres of air space. He stated that the final grades of this design will pick up over 7.5 million cubic yards of air space which equates to thirty eight (38) years of life.

The second concept plan is to the west with a reduced northern footprint. This concept design is approximately thirty four (34) acres of air space. The volume for this footprint is approximately 7 million cubic yards with approximately thirty five (35) years of life.

The third concept plan is to the west. This concept design is approximately nineteen (19) acres of air space. This concept is approximately 3.6 million cubic yards of air space which equates to eighteen (18) years of life.

The fourth concept plan is to the north only. This concept design is approximately fifteen (15) acres of air space. Mr. Swyka stated that this concept is two (2) million cubic yards of air space. This is approximately ten (10) years of life. Mr. Swyka stated that this is not a practical idea.

Mr. Swyka stated that building the expansion adjacent to the existing landfill has many benefits. He also stated that preserving all the significant infrastructure such as the landfill gas system, road ways, maintenance facilities, leachate treatment facilities is a cost benefit.

Mr. Swyka then presented slides relating to height and visibility from the intersections of Routes 46/519 and east of Hot Dog Johnny's. He stated that if we add additional height to the landfill it will not have any visual impact from Route 46 and Route 519 intersection. He stated that to the east of Hot Dog Johnny's is a field where there is an open view of the landfill. The additional height to the landfill will be visible from this direction. He also stated, from his prospective, that where the landfill is not visible

the increase in view impact will be fairly insignificant and where the landfill is visible it will continue to be visible. Mr. Cannon stated that he would like to see the expansion profiles from the reduced northern footprint and the expansion to the west. Mr. Swyka stated that Cornerstone will prepare this for the Board.

Mr. Swyka presented the summary table for the landfill expansion concepts. The different footprint sizes are 15.4, 19.2, 34.3, and 37.7 acres. He also stated that with the several concepts presented, we may end up with an excess net volume of soil which becomes valuable with the daily landfill operations.

Mr. Swyka presented the timeline of development for the landfill expansion. The major modification application will take approximately nine (9) to twelve (12) months. He stated that Cornerstone would like to begin the borings in April so that they could have a target submittal date of May 2016 for the final submission for the application. Mr. Swyka stated that the DEP review approval process is extremely lengthy. The timeline shows that we could have DEP approval by November of 2017. With that approval, construction documents could take four (4) to six (6) months and contractor procurements could take two (2) to three (3) months. He stated that the construction may take twelve (12) to eighteen (18) months for the first phase. A target completion date for the first construction phase may be as early as 2020. The preparation of the certification report submittals will take approximately three (3) months. Mr. Swyka stated that the DEP review and approval process could take three (3) to six (6) months. He also stated that by fall of 2020, Cornerstone believes that we may have DEP approval for use of the first expansion cell, with the existing landfill reaching full capacity by the Fall/Winter of 2021.

Mr. Mach suggested that the Board obtains a hard copy of the timeline and summary that Mr. Swyka presented.

Mr. Mach stated that a decision should be made next month on which conceptual design the Board chooses to stay within the timeline presented.

Mr. Cannon stated that he will not be ready to make any decisions today. He would like to see a breakdown of the dollars and cents associated with every angle of the designs.

Mr. Swyka stated that from the planning perspective, engineering and permitting of a smaller footprint versus engineering and permitting of a larger footprint is fairly insignificant due to the fact that they require similar design efforts. He also stated that it is easier to permit it once in one piece than it is to try to permit it in smaller pieces. If you have it done, you can then decide on how you develop that in the future. Mr. Swyka suggested that it would make sense to permit the largest area possible.

Mr. Williams stated that it would be difficult to project costs out but he does have previous cost breakdowns of existing cells of the landfill. Mr. Williams stated that it is important to control rainfall on the cell. He stated that going with anything larger than a five (5) acre cell would not be a good idea. Mr. Williams stated that what they have done previously is taken a five (5) acre cell and divided the cell up to smaller cells. The construction is done all at once with rain diversion flaps installed to keep the storm water controlled. Therefore, the entire permitted area of the landfill expansion will not be built all at once.

Mr. Swyka will have the cost breakdowns for the Board.

Mr. Swyka requested authorization from the Board to complete the boring process which was originally proposed within their feasibility study at the March 24, 2014 regular meeting so that we can get that on the schedule and not lose any of our scheduling windows because we have to line up a drilling company in order to do that and they are going to be going gangbusters as soon as the weather breaks because they've been sitting idle due to the severity of this past winter. He wants to make sure we do not lose that opportunity-

Mr. Mach reiterated Mr. Swyka's concerns with these guys that do the boring have been locked up because of the weather for months now and it's going to be first come first serve on getting the work done and if we don't get in there early we are not going to get it done for who knows how long.

**Mr. Mach** made a motion to authorize Cornerstone to move forward with the borings, seconded by **Mr. Davenport**.

ROLL CALL:     Mr. Cannon             -     Abstain  
                  Mr. Yanoff            -     Absent  
                  Mr. Mach               -     Yes  
                  Mr. Davenport       -     Yes

Mr. Swyka made the point that there is an end point that we have to hit, and wants to be careful we don't lose time without being sensitive to that.

Mr. Olshefski questioned the 2021 date for the existing landfill to be full and how much tonnage is projected per year? Mr. Swyka stated that it is projected at 200,000 cubic yards/year. Mr. Olshefski expressed concern with the time table and the twelve month window and the possibility of delays. He expressed further concern by not moving forward with the schedule that you have. He further stated that the bigger issue is the financials. He would like to see the financial numbers and see how it will all play out in a multi-year plan. He also questioned will this be a pay as you go and how we phase it in over the next four or five years? He also pointed out that the 2021 date seems far out but it is really not and the longer that decisions are held up the closer that date gets to us and hit us in the nose.

Mr. Williams will provide CD's to the Board with the power point presentation from Mr. Swyka.

## FACILITIES/RECYCLING

Mr. Williams stated that the SIU Discharge Permit for the treatment plant is due for renewal. The DEP requires an application submitted within 180 days prior to expiration. This is a five year permit renewal. Mr. Williams stated that this would fall under a non-fair and open contract. Two proposals were received; Hatch Mott MacDonald for \$5,000.00 and C&P Engineers for \$5,250.00. The Board awarded a Non-Fair and Open Contract for Engineering Services for the Treatment Plant SIU Permit Renewal Application at the Warren County District Landfill to Hatch Mott MacDonald (R-03-01-15).

On a motion by **Mr. Mach**, seconded by **Mr. Cannon**, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 23, 2015*.

### **RESOLUTION**

#### **R-03-01-15**

Awarding a Non-Fair and Open Contract  
Engineering Services

Treatment Plant SIU Permit Renewal Application  
at the Warren County District Landfill

**WHEREAS**, the Pollution Control Financing Authority of Warren County (the "Authority") requested a proposal for Engineering Services, Treatment Plant SIU Permit Renewal Application at the Warren County District Landfill;

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-5 et. seq.) requires that a resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, this contract is awarded in accordance with N.J.S.A.19:44A-20.4, as a non-fair and open contract; and

**WHEREAS**, the Authority has received all necessary documentation to allow award of this contract including the Business Entity Disclosure Certification, Certificate of Compliance With Campaign Contribution Law and the Determination of Value and these forms are on file; and

**NOW, THEREFORE BE IT RESOLVED**, by the Authority that **Hatch Mott MacDonald** be awarded the contract for Engineering Services Treatment Plant SIU Permit Renewal Application at the Warren County District Landfill as described in and, in accordance with their proposal dated March 16, 2015, in the amount of \$5,000.00.

**ROLL CALL:**

Mr. Cannon	-	Yes
Mr. Yanoff	-	Absent
Mr. Mach	-	Yes
Mr. Davenport	-	Yes

Dated: *March 23, 2015*

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Jamie Banghart, Recording Secretary

Mr. Williams stated that the treatment plant operations are operating with no issues. The pipe repair was completed. Mr. Williams stated that we hired a contractor to perform the repairs which took approximately six (6) hours. The total cost amount for the repair was approximately \$1,400.00. He also stated that Mr. Tipton sent out emails to the four parties involved and Hatch Mott and Dynatec were the only two that responded.

Mr. Williams reported on the acquisition of the adjacent land owned by Mr. Unangst. He stated that because of the inaccessibility of the property due to the snow, the appraisal has not been completed. The appraisal should be completed fairly shortly.

Mr. Williams reported that the landfill operations are running smooth with no issues. The new compactor is operating as expected. He stated that the old compactor continues to be started up occasionally.

Mr. Williams reported on the H2S Removal System. Mr. Williams stated that the H2S levels are in the single digits since the media change was completed. No issues.

Mr. Williams reported on the Solar Panel Project. Everything is fine with no issues.

Mr. Williams stated that the HHW and Electronics Collection Event will be on April 26, 2015. The advertisements will begin next week, which will run four times prior to the event.

Mr. Mach inquired about tire recycling. Mr. Williams stated that he is waiting to hear from a couple vendors. There are a number of tire vendors available but Mr. Williams would like to get a reputable vendor.

Mr. Williams spoke with Freeholder Director Ed Smith regarding Abilities of Northwest Jersey. Abilities has a number of clients that they are teaching the proper dismantling of computer towers. Mr. Williams spoke with Newtech Recycling to see if we can do an in house event for Abilities regarding computer towers. Newtech Recycling has offered to send their employees to Abilities to further help train them in the proper dismantling of computer towers. He also stated that further discussions will need to be had between Abilities, Newtech, and the PCFA regarding the possibility of a long term program. Mr. Williams will report back at next month's meeting.

#### FINANCE/PERSONNEL

Mr. Olshefski provided the February monthly report for the Board. Mr. Olshefski stated that the wastes are down due to the reduced cover of ash compared to last year. He stated that the expenditures are right where they need to be. The credit card sales have picked up. The scale shows an increase in credit card sales as well as some haulers using credit cards.

Mr. Davenport stated that a motion was needed to pass the Resolution to Pay Bills (R-03-02-15).

On a motion by *Mr. Mach* seconded by *Mr. Cannon*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 23, 2015*.

### **R E S O L U T I O N**

**R-03-02-15**

#### **To Pay Bills – March 23, 2015**

WHEREAS, the Pollution Control Financing Authority of Warren County has been presented with invoices for services, supplies and other materials rendered to it or on its behalf;

NOW, THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the following bills be paid:

*See Attached*

ROLL CALL:     Mr. Cannon           -     Yes  
                  Mr. Yanoff           -     Absent  
                  Mr. Mach             -     Yes  
                  Mr. Davenport       -     Yes

We hereby certify Resolution to Pay Bills in the amount of \$612,872.70 to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the 23<sup>rd</sup> day of *March*, 2015.

Jamie Banghart, Recording Secretary  
James Williams, Director of Operations

Mr. Davenport presented the Resolution Designating the Express-Times as the Official Newspaper for Advertising Public Notices (R-03-03-15). Mr. Williams stated that Mr. Tipton researched the Authority having two newspapers. If two newspapers were named as the official newspaper for advertising, then the Authority would have to advertise in both newspapers. By selecting one newspaper, this does not preclude the Authority from advertising in additional newspapers in the future. Mr. Williams suggested we choose The Express-Times for advertising our public notices. He then stated that when we advertise for the HHW event, the event is only for Warren County residents and The Express-Times covers Warren County. The advertising for this event occurs four times in the spring and four times in the fall. Since this is a localized event, the Express-Times would be ideal.

On a motion by *Mr. Cannon*, seconded by *Mr. Davenport*, the following resolution was adopted by the Pollution Control Financing Authority of Warren County at a meeting held on *March 23, 2015*

## **R E S O L U T I O N** **R-03-03-15**

### **DESIGNATING THE EXPRESS TIMES AS THE OFFICIAL NEWSPAPER FOR ADVERTISING PUBLIC NOTICES - 2015**

WHEREAS, there exists a need for the advertising of Public Notices for the Pollution Control Financing Authority of Warren County in order to meet its responsibilities under the law;

NOW THEREFORE, be it resolved by the Pollution Control Financing Authority of Warren County that the EXPRESS TIMES is hereby designated as the official newspaper of the Pollution Control Financing Authority of Warren County for all Public Notices.

ROLL CALL:     Mr. Cannon           -     Yes  
                  Mr. Yanoff           -     Absent  
                  Mr. Mach               -     No  
                  Mr. Davenport       -     Yes

Dated: *March 23, 2015*

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Jamie Banghart, Recording Secretary

Mr. Williams presented the Waste Disposal Fee Schedule for approval from the Board.

Mr. Williams stated that National Transfer signed their contract for \$1.50/ton increase but DJM has not signed. Discussion were held regarding DJM not signing a contract. Mr. Williams stated that starting March 1, the new contracts for 2015 began and at the February meeting the Board agreed to the \$1.50/ton increase amount. This amount is what DJM is now paying. Mr. Williams stated that if DJM does not sign by the end of this month, the amount will be increased to \$99.00/ton. Mr. Davenport questioned counsel that by DJM bringing their trash in at \$1.50/ton increase, are they accepting the increase? Ms. Fina stated that both parties accepted the \$1.50/ton increase and a signature would eventually be required from DJM.

Mr. Williams stated that the handout of the waste disposal fee schedule of the hauler contracts marked in red will need approval from the Board.

**Mr. Cannon** made a motion to approve the hauler disposal contracts marked in red, seconded by **Mr. Mach**.

ROLL CALL:     Mr. Cannon           -     Yes  
                  Mr. Yanoff           -     Absent  
                  Mr. Mach               -     Yes  
                  Mr. Davenport       -     Yes

#### NEW BUSINESS

Mr. Williams stated that the New Jersey Chapter of SWANA has an annual Spring Conference in Atlantic City on April 13 and April 14. Mr. Williams asked if anyone is interested in attending, please notify him. This conference is well attended by the DEP.

Mr. Cannon inquired where we were with Covanta? Mr. Williams stated that we have had no contact and no issues. Mr. Williams stated that we are still receiving the excess deliveries from the Essex ash. This will cease around June or July. Mr. Williams reported that the reason we had so much surplus in our revenues was because of this ash. He also stated that there will be a sharp decrease in our budget next year due to the fact that the excess ash and its revenue will be fulfilled by mid-2015.



Mr. Williams stated that he, Mr. Davenport, and Mr. Mach attended a seminar that was put on by Cornerstone. This seminar was attended by representatives within the engineering/solid waste field along with the DEP.

Mr. Cannon inquired about Tilcon. Mr. Cannon questioned why there was no silt fence installed for all the tree clearing on the adjacent property? Mr. Williams stated he believes that there was never any silt fence installed when they began and completed the project back in the fall of 2014. Mr. Williams has not heard any news on the road crossing proposed by Tilcon.

#### GENERAL COUNSEL'S REPORT

Ms. Katharine Fina had no report for the Board.

#### OTHER BUSINESS

None

#### CLOSING PUBLIC COMMENT

None

#### PRESS COMMENTS & QUESTIONS

None

#### EXECUTIVE SESSION

Executive Session was not necessary.

## RESOLUTION

**R-03-04-15**

### AUTHORIZING EXECUTIVE SESSION

WHEREAS, the Authority has a need to discuss the following matter(s) in Executive Session:

**Not Necessary**

It is not possible, at this time, for the Authority to determine when and under what circumstances the above-referenced item(s), which are to be discussed in Executive Session, can be publicly disclosed;

NOW, THEREFORE, Pursuant to N.J.S.A. 10:4-1 et. seq., BE IT RESOLVED by the Pollution Control Financing Authority of Warren County that the matter(s) as noted above will be discussed in Executive Session.

Moved By:

Seconded By:

ROLL CALL:    Mr. Cannon            -  
                  Mr. Yanoff                -  
                  Mr. Mach                   -  
                  Mr. Davenport           -

I hereby certify the above to be a true copy of a resolution adopted by the Pollution Control Financing Authority of Warren County on the date above mentioned.

Jamie Banghart, Recording Secretary

Dated: 03/23/15

ADJOURNMENT

With no other business to discuss, **Mr. Mach** motioned to Adjourn, seconded by **Mr. Cannon**, at 10:17 am.

ROLL CALL:    Mr. Cannon            -    Yes  
                  Mr. Yanoff                -    Absent  
                  Mr. Mach                   -    Yes  
                  Mr. Davenport           -    Yes

Respectfully submitted by:  
Jamie Banghart, Recording Secretary

Approved: 05/11/15