

POLLUTION CONTROL FINANCING AUTHORITY  
OF WARREN COUNTY

MINUTES OF REGULAR MONTHLY MEETING  
May 14, 2008

Chairwoman Napolitani called the regular monthly meeting of the Pollution Control Financing Authority of Warren County to order at approximately 3:03 PM.

Authority Members present: Laurel Napolitani, Richard Mach, Angelo Accetturo, and Everett Chamberlain.

ROLL CALL:	Ms. Napolitani	-	Present
	Mr. Chamberlain	-	Present
	Mr. Accetturo	-	Present
	Mr. Yanoff	-	Absent
	Mr. Mach	-	Present

Also present: James Williams, Operations Manager; Charles L. Houck, Chief Financial Officer; Joseph Houston, Esquire, General Counsel; Bruce Jones, Special Counsel, and Margaret Rogers, Recording Secretary.

Pledge of Allegiance / Introductory Statement

### PRESENTATION

Mike Grossman, Risk Manager, discussed quotes on several existing insurance policies (Handout) on Director's & Officer policy and Pollution policy. Members requested more scenarios be explored and provide additional information and ideas for next meeting. Also, to receive this information prior to the next meeting to allow for review.

### MINUTES

The minutes of the Regular Meeting of April 23, 2008 were presented for approval. Mr. Mach moved for acceptance of the minutes as presented, seconded by Mr. Accetturo. (Handout - amended indemnification clause)

ROLL CALL:	Ms. Napolitani	-	Yes
	Mr. Chamberlain	-	Yes
	Mr. Accetturo	-	Yes
	Mr. Yanoff	-	Absent
	Mr. Mach	-	Yes

The minutes of the Executive Session of April 23, 2008 were presented for approval. Mr. Mach moved for acceptance of the minutes as presented, seconded by Ms. Napolitani.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

### CORRESPONDENCE

Ms. Napolitani and Mr. Williams attended a meeting in connection with correspondence C-2 and C-3. They listened to a recorded meeting tape and worked out items in question.

### PUBLIC COMMENTS (AGENDA ITEMS ONLY)

None.

### REPORTS

#### FACILITIES/RECYCLING

Mr. Williams handed out the monthly Operations Report (A-2).

Mr. Williams reported the following:

- Cerenzio & Panaro signed off on the project. Receipt of the Pre-Treatment Plant RFP responses has been extended to (5/28/08).
- the Facilities Committee would like additional time to review several items in the Pre-Treatment Plant Oversight RFPs.
- concerning the Warren County Landfill Energy LLC issue, we're looking for clarification on their proposal to operate the sulfur scrubber. We plan to discuss several issues with DCO. Legal advice is needed on several issues identified. Just a note – if an odor event occurs, PCFA would be fined as we are the permit holder.

Mr. Williams also handed out a copy of the CCTV Security RFP for which he's requesting approval and to post on our website.

Mr. Chamberlain moved for approval, seconded by Mr. Accetturo.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

Mr. Williams mentioned that we would be reviewing the personnel manual and incorporating portions of the Warren County Personnel Manual, where applicable.

The last item was a statistical overview of the Oxford Police Litter Patrol. It was suggested that Oxford Twp. consider continuing this on their own.

### FINANCE/PERSONNEL

Mr. Accetturo motioned to accept the Resolution to Pay Bills (R-05-01-08) in the amount of \$561,432.22, seconded by Mr. Chamberlain.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

Several handouts were presented in connection with the PCFA organization structure and personnel manual review. Mr. Jones presented a generic organization chart outlining the chain of command and an addendum to the PCFA personnel manual (indemnification policy) was provided by Mr. Houston. Mr. Jones noted that the organization chart would have no bearing on the insurance issues.

Mr. Chamberlain moved to adopt the Organization Chart and addendum (indemnification policy) to the Personnel Manual, seconded by Ms. Napolitani.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

#### NEW BUSINESS

Mr. Chamberlain wanted to know the status of the query into whether the gas plant piping was improperly designed and constructed to which Mr. Williams replied we are awaiting a letter from Cornerstone regarding the cost proposal to properly correct the condition.

#### GENERAL COUNSEL'S REPORT

No Report.

#### OTHER BUSINESS

None.

#### CLOSING PUBLIC COMMENT

None.

#### PRESS COMMENTS & QUESTIONS

None.

#### EXECUTIVE SESSION

Mr. Chamberlain motioned to enter Executive Session at 3:45 pm, seconded by Mr. Accetturo.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

Mr. Chamberlain motioned to resume Regular Session at 4:35 pm, seconded by Mr. Accetturo.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

### ADJOURNMENT

Mr. Accetturo motioned to Adjourn at 4:37 pm, seconded by Mr. Chamberlain.

ROLL CALL: Ms. Napolitani - Yes  
Mr. Chamberlain - Yes  
Mr. Accetturo - Yes  
Mr. Yanoff - Absent  
Mr. Mach - Yes

Respectfully submitted by:

*Margaret Rogers*

Margaret Rogers

Recording Secretary

Approved: *June 25, 2008*