

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
OCTOBER 20, 2011

1. CALL TO ORDER
2. ANNOUNCEMENT THAT ADEQUATE NOTICE OF THIS MEETING WAS PROVIDED IN ACCORDANCE WITH CHAPTER 231, P.L. 1975 (THE OPEN PUBLIC MEETINGS ACT)
3. FLAG SALUTE
4. ROLL CALL
5. MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15, 2011
6. REPORTS
  - A. DIRECTOR
  - B. ENGINEER
  - C. AUDITOR
  - D. GENERAL COUNSEL
  - E. COMMITTEES
    - (1) COMMUNITY RELATIONS – Commissioner A. Edwards
    - (2) EMPLOYEE RELATIONS – Vice-Chairman Jones
    - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner Olbrich
    - (4) FINANCE AND BUDGET – Commissioner Hill
    - (5) INDUSTRIAL WASTE - Commissioner Friedman
    - (6) INSURANCE – Commissioner T. Edwards
    - (7) OPERATIONS - Commissioner Wasserman
    - (8) AD HOC – Commissioner Boutros
7. RESOLUTIONS
  - A. RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2012 BUDGET
  - B. RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS
  - C. RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS
  - D. RESOLUTION TO EXTEND THE CONTRACT WITH KUEHNE CHEMICAL CO., INC. FOR THE SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE SOLUTION
  - E. RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR SLUDGE AND SOLID WASTE HAULING SERVICES
8. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
  - C. RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA NJEIT 2010 CONSTRUCTION FUND
9. CHAIRMAN'S REMARKS
10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
11. PUBLIC PORTION
12. ADJOURNMENT

REGULAR MEETING  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
October 20, 2011

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, October 20, 2011 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Nancy Sungenis, Chairperson  
Albert Jones, Vice Chairman  
Sam Boutros, Commissioner  
Angelia Edwards, Commissioner  
Harvey Friedman, Commissioner  
Kenneth Hill, Commissioner  
Donald Olbrich, Commissioner  
Keith Wasserman, Commissioner  
Steve Testa, Auditor  
James Quinn, Treasurer  
Ronald Curcio, Engineer  
Robert O'Donnell, General Counsel  
Thelma D.Scott, Secretary  
Theodore Propert, Director  
Michael Fernandez, Deputy Director  
Robert Rose, Public Relations  
Sandy Acevedo, Business Administrator  
Patti McAllister, Assistant Secretary – Treasurer

Chairperson Sungenis called the meeting to order, announced that adequate notice of this meeting has been given in accordance with Chapter 231, P.L. (THE OPEN PUBLIC MEETING ACT) and led in the flag salute.

Secretary Scott called the roll and a quorum was present. Commissioner Todd Edwards is recorded as an excused absence.

Chairperson Sungenis called for a motion to approve the minutes of the Regular Monthly Meeting of September 15, 2011. It was motioned by Commissioner Kenneth Hill and seconded by Commissioner Keith Wasserman, with Commissioner Don Olbrich abstaining.

## **REPORTS**

### **Director**

Director Propert submitted the September Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. He stated that all parameters were met and that the Authority has been 19 months without any excursions.

Director Propert reported that on October 5<sup>th</sup> he met with FEMA Representatives to discuss possible reimbursable expenses caused by Hurricane Irene. He is still waiting for a call to meet with a field agent to present the Authority's claims. The Authority's cost for this event to be reimbursed totaled \$5,839.27.

Director Propert reported that the Budget and Finance Committee met this month and approved the introduction of the 2012 Budget. This is on tonight's agenda as Resolution "A".

Continuing his review of the items on the agenda, Mr. Propert stated that Resolution "B" authorizes a public hearing on amendments to Sewer Use and Regulations. Resolution "C" is to authorize public notice of solicitation of Professional Services contracts. Resolution "D" extends the Authority's current contract with Kuehne Chemical for supply of Sodium Hypochlorite. And Resolution "E" approves the specifications and authorizes advertisement for bid, the Sludge and Solid Waste Hauling services.

Director Propert reported that delinquent connection fees collected this month from Twin Oaks and Hopewell, totaled \$21,046.00. He noted that there is still one outstanding from Twin Oaks.

In addition, Director Propert stated that sale of the Authority's surplus equipment through Gov-Deals netted \$40,089.50.

The Director stated that letters were sent to customers noting the proposed rate hike for 2012. A copy of the letter addressing the storm related events was again included, along with an invitation to meet with the Finance Committee.

Last week the Authority received some high strength flow from CCIA. Director Propert stated that they were notified that if it continued, the Authority may have to reduce their delivery volume.

Director continued his report stating that liquid sludge is being taken to Cumberland Nurseries and GCUA. Sludge cake production is suspended pending the startup of the new dewatering screw press that is scheduled for October 31<sup>st</sup>.

The IPP has completed the annual DEP pretreatment audit. The Director reported that, overall, it was a positive review, with only a few minor issues to address. One was a failure to respond in writing to a Martin violation in January 2010, requesting an affirmative defense for a non-representative sample, which was verbally granted. The second, failing to include a "fact sheet" when the CCIA industrial user permit was modified in August of 2010. These are being addressed.

Director Propert noted that a Part-time lab person was hired and has been "in training" this month. She has quickly picked up on procedures and will be working her first "solo" day on Monday, when Marsha will be off. We expect her to start working weekends beginning November.

He further reported that we received a directive from Delaware River Basin Commission (DRBC) to begin a new program of nutrient sampling once a month. While most of the analysis will be done by our contract lab, there are several procedures that will need to be done here. It is estimated that the additional cost for these tests will be about \$2,500 per year.

In conclusion, Director Propert stated that our new computer support tech has been upgrading all our workstations, at about half the cost we would have incurred purchasing under state contract. This has allowed us to complete this task in the current year, rather than spreading it out over the next two years, as had been planned. The Director ended, stating that Frank continues to surprise us with his abilities.

Chairperson Sungenis inquired whether the Director had any calls from the Users on the letters sent out. Director Propert replied that he had one call from the Federal Prison on another issue. They intend to call back to set up a meeting with us.

## **Engineer**

Mr. Curcio reported that Perna & Finnigan, the contractor on the Upper Deerfield Force Main Replacement Project, should complete the main installation within the next couple of days. Placement of the last two segments (Raceway to Route 49) and (Route 49 to Hampton Street) is scheduled for Tuesday and Thursday

of next week. The base road restoration seems to be holding up well throughout; therefore it is their plan to have the contractor return in the spring to install the final paving.

Mr. Curcio further stated that they have begun the preparation of the 2011 Annual Report to the Bond Holders. The report is anticipated to be completed in the next couple of weeks, in time for the Director's submittal prior to the November 15, 2011 deadline, as set forth in the Bond Covenants.

Mr. Curcio stated that he had met with a representative of Kirshner Environmental regarding possible alternatives for replacing the aeration distributors. They are continuing to await performance and cost information from the two vendors which they representative.

### **Auditor**

Mr. Testa reported that he attended a Budget and Finance Committee meeting regarding the 2012 Budget and User charges, and met and worked with management of the Authority regarding the same. He is also working with the management regarding alternate methods of calculating User charges.

### **General Counsel**

Mr. O'Donnell stated that he forwarded a demand for payment to Sherwood at Twin Oaks for their lack of paying connection fee permits for six properties. After they received the correspondence, five permits were paid and they contacted his office indicating the last one would be paid shortly. He stated that he will wait two weeks and if they have not paid, he will contact them again indicating that a complaint will be filed if payment is not made within seven days of that call.

In conclusion, he stated that he was available for questions and comments from staff and commissioners.

### **Committees**

The Finance and Budget Committee met on October 3, 2011 in reference to the 2012 Proposed Budget. Minutes of the meeting were in the Commissioners packages for review. Committee Chairman Hill stated that it was a good budget and recommended approval of the resolution on tonight's agenda.

### **RESOLUTIONS**

RESOLUTION (2424) AUTHORIZING THE INTRODUCTION OF THE 2012 BUDGET, offered by Commissioner Keith Wasserman, seconded by Commissioner Don Olbrich and carried unanimously at roll call.

RESOLUTION (2425) AUTHORIZING A PUBLIC HEARING ON AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS, offered by Commissioner Albert Jones, seconded by Commissioner Kenneth Hill and carried unanimously at roll call.

RESOLUTION (2426) TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS, offered by Commissioner Don Olbrich, seconded by Commissioner Albert Jones and carried unanimously at roll call.

RESOLUTION (2427) TO EXTEND THE CONTRACT WITH KUEHNE CHEMICAL CO., INC. FOR THE SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE SOLUTION, offered by Keith Wasserman, seconded by Commissioner Kenneth Hill and carried unanimously at roll call.

RESOLUTION (2428) APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR SLUDGE AND SOLID WASTE HAULING SERVICES, offered by Commissioner Albert Jones, seconded by Commissioner Harvey Friedman and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$	22,673.79
Operating Account		1,409,952.80
Petty Cash		500.00
Sensor Account		6,200.18
General Account		83,982.05
Plant Reconstruction/Replacement		2,038,921.16
Trust Account		2,705,176.10
Total Cash Position	\$	6,267,406.08

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$210,794.89. Authority Chairperson and Secretary have checked the vouchers. The Operating Account has sufficient funds to cover these checks and he recommends approval of Resolution "B". For the first nine months of 2011, expenses have exceeded revenue by \$ 51,193.82.

Mr. Quinn stated that the monthly bank statements are available for review if anyone is interested.

RESOLUTION (2429) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Kenneth Hill, seconded by Commissioner Angelia Edwards and carried unanimously at roll call.

RESOLUTION (2430) OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA NJEIT CONSTRUCTION FUND, offered by Commissioner Albert Jones, seconded by Commissioner Sam Boutros and carried unanimously at roll call.

**Chairperson's Remarks**

Chairperson Sungenis congratulated Secretary Scott for being honored by the NAACP and noted Sungenis Insurance being honored by the Bridgeton Area Chamber of Commerce.

**There being no comments from the Commissioners or the public, a motion to adjourn was made by Commissioner Olbrich.**

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, November 17, 2011 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,

Thelma D. Scott, Secretary

RESOLUTION TO EXTEND THE CONTRACT WITH  
KUEHNE CHEMICAL CO., INC. FOR THE SUPPLY AND  
DELIVERY OF SODIUM HYPOCHLORITE SOLUTION

WHEREAS, the Cumberland County Utilities Authority entered into a contract on December 29, 2008 with Kuehne Chemical Co., Inc. for the Supply and Delivery of Sodium Hypochlorite Solution, in the amount of \$47,223 per year, terminating December 31, 2010; and

WHEREAS, the Specifications for this contract provide that it may be extended for an additional period, up to 24 months; and

WHEREAS Kuehne Chemical Co., has indicated, by written notice, their desire to extend the terms and conditions of their proposal for an additional 12 month period, beyond the previous 12 month extension which expires December 31, 2011; and

WHEREAS, the Authority has been satisfied with the services rendered by Kuehne Co., Inc. 86 North Hackensack Avenue, South Kearny, New Jersey, 07032-4675 for the supply and delivery of Sodium Hypochlorite Solution; and

WHEREAS, the Authority desires to extend the contract with Kuehne Chemical Co., Inc. for the allowable extended period, effective January 1, 2012 to December 31, 2012.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. That the Authority extend the contract entered into with Kuehne Co., Inc., located at 86 North Hackensack Avenue, South Kearny, New Jersey, 07032-4675 for an additional 12 months, terminating December 31, 2012, for the same terms and conditions of the existing contract for the Supply and Delivery of Sodium Hypochlorite Solution in the amount of \$1.0494 per gallon for a total bid of \$47,223.00 per year.
2. That the proper officers of this Authority be and they are hereby authorized and directed to execute the Contract hereby awarded.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 20, 2011 at 4:30 p.m. prevailing time.

DATED: October 20, 2011

Note: must advertise sale of surplus property in newspaper & on website.

A RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS  
PROPERTY THROUGH GOVDEALS

WHEREAS, the Cumberland County Utilities Authority is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Commissioners are desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Commissioners of the Cumberland County Utilities Authority,

2. The sale will be conducted online and the address of the auction site is govdeals.com.

3. The sale is being conducted pursuant to Local Finance Notice 2008-9.

4. A list of the surplus property to be sold is as follows:

- 1 Dewatering Centrifuge
- 1 1993 Chevy S-10

5. The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

6. The Cumberland County Utilities Authority reserves the right to accept or reject any bid submitted.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, September 15, 2011 at 4:30 p.m. prevailing time.

DATED: September 15, 2011



A RESOLUTION AUTHORIZING THE INTRODUCTION  
OF THE 2012 BUDGET

WHEREAS, the Annual Budget and Capital Budget for the Cumberland County Utilities Authority for the fiscal year beginning January 1, 2012 and ending December 31, 2012 has been presented before the Commissioners of the Cumberland County Utilities Authority at its open public meeting of October 20, 2011; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,494,095 and Total Appropriations of \$6,494,095, and Total Unrestricted Net Assets utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Appropriations of \$270,000, Total Unrestricted Net Assets planned to be utilized as funding thereof, is \$-0- and Renewal & Replacement Reserve is planned to be utilized as funding thereof, of \$200,000; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds, rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere, by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. At a open public meeting held on October 20, 2011, that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget of the Cumberland County Utilities Authority for the fiscal year beginning January 1, 2012 and ending December 31, 2012 is hereby recommended for approval; and

2. That a Public Hearing on the 2012 Budget be scheduled at the November 17, 2011 open public meeting of the Authority, notice of which will be published in the Bridgeton News at least twenty (20) days prior to the date of the Public Hearing, after which it will be scheduled for adoption.

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget and Capital Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the members of the Cumberland County Utilities Authority will consider the Annual Budget and Capital Budget for adoption on December 15, 2011.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 20, 2011 at 4:30 p.m. prevailing time.

DATED: October 20, 2011

A RESOLUTION APPROVING SPECIFICATIONS  
AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR  
FURNISHING OUTSIDE LABORATORY SERVICES

WHEREAS, the Authority's Deputy Director has prepared and submitted, at this meeting, certain Specifications for Furnishing Outside Laboratory Services, as more fully appears in said Specifications; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. That the aforesaid Specifications referred to in the preamble of this Resolution, prepared and submitted by the Deputy Director, be and the same are hereby approved.
2. That this Authority advertise for and accept bids for Furnishing Outside Laboratory Services, as set forth in said Specifications, at the earliest possible date.
3. That the Secretary of this Authority prepare all necessary advertising for bids in a form satisfactory to the approval by the General Counsel of this Authority.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 20, 2011 at 4:30 p.m. prevailing time.

DATED: October 20, 2011

A RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS  
TO THE SEWER USE RULES AND REGULATIONS

WHEREAS, P. L. 1977, Chapter 384 (N.J.S.A. 40:14B-1 et seq.) and Article V, Section 502 of its Service Agreements permit the Cumberland County Utilities Authority to periodically amend its Sewer Use Rules and Regulations; and

WHEREAS, N.J.S.A. 40:14B-22 permits the Cumberland County Utilities Authority to charge its Customers periodic service charges; and

WHEREAS, the Cumberland County Utilities Authority has established rules and regulations including establishing Classifications; and

WHEREAS, N.J.S.A. 40:14B-23 requires that a public hearing be held to impose or revise said levels of treatment, fees and charges.

NOW THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. That the Cumberland County Utilities Authority Commissioners do authorize that a Public Hearing in regard to establishing the appropriate fees and classifications be held on Thursday afternoon November 17, 2011 at 4:30 p.m. at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey.

2. That a copy of a Public Hearing notice shall be published in the two newspapers of general circulation in the area and mail notice of said public hearing to the clerk of each municipality serviced by the Authority.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 20, 2011 at 4:30 p.m. prevailing time.

DATED: October 20, 2011

A RESOLUTION APPROVING SPECIFICATIONS  
AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR  
SLUDGE AND SOLID WASTE HAULING SERVICES

WHEREAS, the Authority's Deputy Director has prepared and submitted, at this meeting, certain Specifications for Sludge and Solid Waste Hauling Services, as more fully appears in said Specifications; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. That the aforesaid Specifications referred to in the preamble of this Resolution, prepared and submitted by the Deputy Director, be and the same are hereby approved.
2. That this Authority advertise for and accept bids for Sludge and Solid Waste Hauling Services, as set forth in said Specifications, at the earliest possible date.
3. That the Secretary of this Authority prepare all necessary advertising for bids in a form satisfactory to the approval by the General Counsel of this Authority.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 20, 2011 at 4:30 p.m. prevailing time.

DATED: October 20, 2011