

AMENDED

**AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
JANUARY 17, 2013**

- 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 REGULAR MEETING OF DECEMBER 20, 2012**
- 6. REPORTS**
 - A. DIRECTOR**
 - B. ENGINEER**
 - C. AUDITOR**
 - D. GENERAL COUNSEL**
 - E. COMMITTEES**
 - (1) COMMUNITY RELATIONS – Commissioner Edwards**
 - (2) EMPLOYEE RELATIONS – Vice Chairman Jones**
 - (3) FACILITIES EXPANSION/CONSTRUCTION – Commissioner Olbrich**
 - (4) FINANCE AND BUDGET – Commissioner Wasserman**
 - (5) INDUSTRIAL WASTE – Chairperson Sungenis**
 - (6) INSURANCE – Commissioner Friedman**
 - (7) OPERATIONS - Commissioner Boutros**
 - (8) AD HOC – Chairperson Sungenis**
- 7. RESOLUTIONS**
 - A. A RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS**
 - B. RESOLUTION DESIGNATING CUMBERLAND ADVISORS AS THE AUTHORITY'S INVESTMENT ADVISORS**
 - C. RESOLUTION ESTABLISHING TITLE CLASSIFICATIONS, SALARIES AND RANGES OF PAY FOR ADMINISTRATIVE EMPLOYEES**
 - D. RESOLUTION AWARDING CONTRACT FOR FY 2013 CONSTRUCTION PROJECTS**
 - E. RESOLUTION APPOINTING A DIRECTOR OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY**
- 8. TREASURER'S REPORT**
 - A. CASH POSITION OF THE AUTHORITY**
 - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS**
- 9. CHAIRMAN'S REMARKS**
- 10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS**
- 11. PUBLIC PORTION**
- 12. ADJOURNMENT**

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2536
 Offered By Olbrich
 Seconded By Jones
 Dated January 17, 2013

RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS

WHEREAS, the Cumberland County Utilities Authority in the course of conducting its operation is in need of purchasing materials; and

WHEREAS, the State of New Jersey has entered into contracts with suppliers of materials under the terms of said contracts, the Cumberland County Utilities Authority can purchase materials at the same costs as would be paid by the State of New Jersey; and

WHEREAS, it has been the experience of the Authority that purchase of materials pursuant to the terms of the State contracts is often more economical than attempting to purchase many items directly from suppliers of materials.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority to purchase materials pursuant to the terms of pertinent State contracts for the purchase of specific materials.

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, January 17, 2013 at 4:30 p.m. prevailing time.

DATED: January 17, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2537
 Offered By Wasserman
 Seconded By Edwards
 Dated January 17, 2013

RESOLUTION DESIGNATING CUMBERLAND ADVISORS AS THE AUTHORITY'S INVESTMENT ADVISOR

WHEREAS, the need exists for an Investment Advisor registered with the SEC;
 and

WHEREAS, the Authority's current investment advisor, the Cumberland
 Advisors was appointed for this position by Resolution #2462 on January 19, 2012; and

WHEREAS, it is in the best interest of the Cumberland County Utilities
 Authority to continue to have this position filled; and

WHEREAS, the Finance and Budget Committee recommend Cumberland
 Advisors be appointed to fill this position.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the
 Cumberland County Utilities Authority that Cumberland Advisors be and are hereby
 designated as investment advisor for the Authority investments.

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, January 17, 2013 at 4:30 p.m. prevailing time.

DATED: January 17, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2540
 Offered By Wasserman
 Seconded By Olbrich
 Dated January 17, 2013

RESOLUTION APPOINTING A DIRECTOR OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY

WHEREAS, the Cumberland County Utilities Authority Director, Theodore F. Propert retired as Director on December 31, 2012; and

WHEREAS, the members of the Authority's Search Committee have interviewed and negotiated conditions of employment with G. Steven Errickson; and

WHEREAS, the Commissioners of the Authority are desirous of establishing an employment agreement with G. Steven Errickson as Director of the Cumberland County Utilities Authority effective March 4, 2013.

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

1. That G. Steven Errickson be employed by the Authority in the classification title of Director, effective March 4, 2013.
2. That the Chairperson and Secretary of the Cumberland County Utilities are hereby authorized and directed to execute an Agreement setting forth conditions of employment, salary and benefits for G. Steven Errickson.
3. The Agreement shall remain in force until the expiration date or as terminated by procedures established in said agreement.

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DATED: January 17, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2542
 Offered By Olbrich
 Seconded By Edwards
 Dated January 17, 2013

A RESOLUTION APPROVING AND AUTHORIZING THE PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS

WHEREAS, certain operating account vouchers have been received, reviewed, approved and recommended for payment by the Cumberland County Utilities Authority's Finance Committee,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority that subject to the availability of funds the vouchers listed herein in the total sum of \$247,665.52 be and the same are hereby approved for payment and that the Chairman and Treasurer are authorized and directed to issue checks against the Operating Account in payment of the same.

Cumberland County
 Utilities Authority

DATED: January 17, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2538
 Offered By Olbrich
 Seconded By Friedman
 Dated January 17, 2013

A RESOLUTION ESTABLISHING TITLE CLASSIFICATIONS SALARIES AND RANGES OF PAY FOR ADMINISTRATIVE EMPLOYEES

WHEREAS, the Employee Relations Committee of the Cumberland County Utilities Authority has concluded its report related to Administrative employees' titles, salaries, and ranges of pay; and

WHEREAS, the report has been distributed to all Commissioners of the Authority; and

WHEREAS, among powers granted to the Authority by N.J.S.A. 40:14B-18, is the power to determine compensation paid to the employees,

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

1. Pursuant to N.J.S.A. 40:14B-18, the Commissioners of the Cumberland County Utilities Authority approve the report of the Employee Relations Committee including the titles, salaries, and ranges of pay of all Administrative employees. Said Employee Relations Committee report is attached hereto and made a part hereof.

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, January 17, 2013 at 4:30 p.m. prevailing time.

DATED: January 17, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ALBERT JONES	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
NANCY SUNGENIS	x			

RESOLUTION 2539
 Offered By Boutros
 Seconded By Jones
 Dated January 17, 2013

A RESOLUTION AWARDING A CONTRACT FOR FY 2013 TREATMENT PLANT UPGRADES

WHEREAS, the Cumberland County Utilities Authority has heretofore advertised for bids for the FY 2013 Treatment Plant Upgrades, in accordance with the Specifications adopted on November 19, 2012, on file at its Wastewater Treatment Plant; and

WHEREAS, on December 18, 2012 seven (7) bids were received and duly opened for FY 2013 Treatment Plant Upgrades, the three lowest bids were as follows:

Quad Construction, Lumberton, NJ	\$1,672,000.00
C & T Associates, Souderton, PA	\$1,691,950.00
Stone Hill Contracting, Doylestown, PA	\$1,774,600.00

and said bids were referred to the Authority's General Counsel, Engineer and Director for tabulation, evaluation, report and recommendation; and

WHEREAS, the Authority's General Counsel, Engineer and Director recommend that a Contract be awarded to Quad Construction Company, 732 Eayrestown Road, Lumberton, NJ 08048, being the lowest responsible bidder.

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

1. That there be awarded, a contract to Quad Construction Company, 732 Eayrestown Road, Lumberton, NJ 08048, for FY 2013 Treatment Plant Upgrades, as per bid specifications and contingent on award or authorization notice by the NJDEP.
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, January 17, 2013 at 4:30 p.m. prevailing time.

DATED: January 17, 2013

REGULAR MEETING
CUMBERLAND COUNTY UTILITIES AUTHORITY
January 17, 2013

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, January 17, 2013, 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
Donald Olbrich, Commissioner
Keith Wasserman, Commissioner
Steve Testa, Auditor
Ronald Curcio, Engineer
Robert O'Donnell, General Counsel
James Quinn, Treasurer
C. Kenneth Hill, Secretary
A. Michael Fernandez, Acting Director
Sandy Acevedo, Business Administrator
Patti McAllister, Assistant Secretary

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 Hill called the roll and a quorum was present.

Chairperson Sungenis called for a motion to approve the minutes of the Regular Monthly Meeting of December 20, 2012. It was motioned by Commissioner Wasserman seconded by Vice Chairman Jones and was carried unanimously at roll call.

REPORTS

Director

Acting Director Fernandez began his report by submitting the December Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. He stated that all parameters were met.

Acting Director Fernandez stated that bids for the 2013 Treatment Plant Upgrades have been reviewed and we have received authorization to proceed with award from the Infrastructure Trust. He further stated that we have a recommendation for award from the engineer and Facilities Expansion Committee as Resolution D.

Users have been notified of final 2012 User charge adjustments and estimated 1st quarter 2013 charges. This is the first billing under the new system; while it was initially a little more difficult to set up, it should prove easier to manage in the future and allow the users to better anticipate their charges.

Acting Director Fernandez further reported under Industrial Waste, that we received payment from Buona Vita for their excessive Oil & Grease Violations in 2012. We have also received notice that CCIA was approved for on-site leachate disposal. They were notified that they will need to keep their Industrial Permit active if they want to discharge to us for any reason in the future.

Acting Director Fernandez also reported at the January work session, the need to amend the Board's Bylaws and a discussion was held. The amendments are required due to the reduction in the board from nine to seven members, which changes the number of members needed for a quorum. The amendments also include a reduction in the number of standing committees by combining the Insurance with Operations, and Industrial with Community Relations. The proposed amendments have been included in the board members package for review prior to adoption by resolution at the next board meeting.

He informed the Board that Resolution A is an annual resolution authorizing purchases under various State Contracts. Resolutions B re-appoints Cumberland Advisors as investment advisor. Resolution C adopts the administrative employee's agreement for classification, salary and pay range that was negotiated in September by the Employee Relations Committee, but never formally adopted by resolution.

Engineer

Mr. Curcio reported that he has issued a letter, dated January 3, 2013 recommending award of the FY 2013 Treatment Plant Improvement Project to the low bidder, Quad Construction of Lumberton, New Jersey. The amount of the award is \$ 1,672,000.00. He further stated that NJDEP has reviewed the bid documents and has authorized the award of contract, having found it in compliance with the requirements of the Environmental Trust Program.

Auditor

Mr. Testa reported that they have worked with management and staff regarding the user charge adjustments for 2012 that will be made in 2013.

He further stated that they have begun planning and performing preliminary procedures on the 2012 Audit. He anticipates beginning fieldwork on the 2012 Audit next week.

Mr. Testa added further explanation to Resolution B, designating Cumberland Advisors as the Authority's Investment Advisor, stating that the fee for their services would be way under bid limit and most likely under quote limit.

General Counsel

Mr. O'Donnell reported that he provided an Opinion Letter at the request of the Authority Engineer for the Environmental Trust Funded project referenced by the Engineer in his report.

He further stated that he addressed issues raised by the reduction of the Board from 9 to 7 members and the changes it would require.

Mr. O'Donnell noted that he made recommendations to the Search Committee when requested, as to filling the position of Director.

He also stated that he reviewed the bids for the 2013 Construction project to ensure compliance and was available for any questions or comments from the Commissioners and staff.

Committees

The Search Committee met on December 28, 2012 for discussion on the advertisement, job description and time frame to review applications for the position of Director, which became available on January 1, 2013 with the retirement of Ted Probert. The Committee also discussed with General Counsel the role of the Deputy Director with the retirement of the Director. The Deputy Director will assume all duties of Director, with the

authority to execute documents and oversee the operation and personnel of Cumberland County Utilities Authority until a new Director is hired.

The Search Committee also met on January 11, 2013 to discuss the applications that were received for the position of Director. The Committee reviewed the four applications received and selected two applicants to interview. The Committee agreed to contact the applicants and schedule interviews as soon as possible.

RESOLUTIONS

RESOLUTION (2536) AUTHORIZING THE CUMBERLAND COUNTY UTILITIES TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS offered by Commissioner Olbrich, seconded by Vice Chairman Jones and carried unanimously at roll call.

RESOLUTION (2537) DESIGNATING CUMBERLAND ADVISORS AS THE AUTHORITY'S INVESTMENT ADVISOR offered by Commissioner Wasserman, seconded by Commissioner Edwards and carried unanimously at roll call.

RESOLUTION (2538) ESTABLISHING TITLE CLASSIFICATIONS SALARIES AND RANGES OF PAY FOR ADMINISTRATIVE EMPLOYEES, offered by Commissioner Olbrich, seconded by Commissioner Friedman and carried unanimously at roll call.

RESOLUTION (2539) AWARDING A CONTRACT FOR FY 2013 TREATMENT PLANT UPGRADES, offered by Commissioner Boutros, seconded by Vice Chairman Jones and carried unanimously at roll call.

RESOLUTION (2540) APPOINTING A DIRECTOR OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY, offered by Commissioner Wasserman, seconded by Commissioner Olbrich and carried unanimously at roll call.

RESOLUTION (2541) IMPLEMENTING A FAIR AND OPEN PROCESS FOR THE SELECTION OF AN ELECTRICAL ENGINEER FOR THE DESIGN AND SUPERVISION OF INSTALLATION OF ENERGY CLEANING SYSTEM, offered by Commissioner Olbrich, seconded by Commissioner Edwards and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$	6,046.58
Operating Account		1,213,497.81
Petty Cash		500.00
Sensor Account		6,528.28
General Account		834,065.74
Plant Reconstruction/Replacement		1,915,306.41
Trust Account		3,417,680.12
Total Cash Position	\$	7,393,624.94

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$247,665.52. The Authority Chairperson and Assistant Secretary have checked the vouchers. The Operating Account has sufficient funds to cover these checks and approval of Resolution B is recommended.

For the year 2012, revenues have exceeded expenses by \$658,229.83. The monthly bank statements are available for review if anyone is interested.

RESOLUTION (2542) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Olbrich, seconded by Commissioner Edwards and carried unanimously at roll call.

Chairperson's Remarks

Chairperson Sungenis noted that the Utilities Authority received a copy of a resolution passed by the Cumberland County Freeholders which reduces the number of Commissioners from nine members to seven. This resolution was in response to a resolution passed by the Utilities Authority at its December 2012 meeting. There is some discussion, by certain Freeholders, that the number of Commissioners should have been reduced to five members. Chairperson Sungenis felt that since this board was just reduced, less than a month ago and due to the number of members that are needed to serve on the various committees, we should wait and see how we make out with this reduction of members, before any further reductions are made. Vice Chairman Jones agreed and also added that now, due to the lower number of Commissioners, the Chairperson now has to take on committee chair responsibilities, as well as oversee all the committees, in order to keep up with the goings on of the Authority. The board did combine several committees due to the reduced number of Commissioners. Several other Commissioners offered their agreement.

Chairperson Sungenis opened the floor to the Commissioners and Public. Chairperson Sungenis welcomed new Director G. Steven Errickson. Mr. Errickson thanked the Commissioners for their trust in him to take on the Director's position. He stated that he looked forward to working with everyone on the team, here at the Authority. Commissioners offered their welcome to the new Director.

Freeholder Carol Musso stated that she would take back to the Freeholder Board the feelings from the Chairwoman and Commissioners about the size of the Authority Board.

Nancy Ridgeway thanked the Chairwoman for her explanation of the need to reduce the board and also the reasons to not reduce the board size any lower.

The meeting was then adjourned on a motion from Commissioner Wasserman.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, February 21, 2013 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,



C, Kenneth Hill, Secretary