

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
AUGUST 18, 2016

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 JULY 21, 2016
6. REPORTS
 - A. DIRECTOR
 - B. ENGINEER
 - C. AUDITOR
 - D. GENERAL COUNSEL
 - E. COMMITTEES
 - (1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Friedman
 - (2) EMPLOYEE RELATIONS – Commissioners Rajacich
 - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner VanSant
 - (4) FINANCE AND BUDGET – Vice-Chairman Wasserman
 - (5) OPERATIONS/INSURANCE - Commissioner Young
 - (6) AD HOC – Commissioner Edwards
7. RESOLUTIONS
 - A. RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2016 BUDGET
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
August 18, 2016

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, August 18, in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Keith Wasserman, Vice-Chairman
Angelia Edwards, Commissioner
Harvey Friedman, Commissioner
Zarko Rajacich, Commissioner
Douglas VanSant, Commissioner
Jerry Young, Commissioner
James Grace, General Counsel
C. Kenneth Hill, Secretary
Kenneth Chann, Treasurer
G. Steven Errickson, Director
A. Michael Fernandez, Deputy Director
Dominic Buirch, Business Administrator
Stephanie Mick, Administrative Assistant

Chairman Jones 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.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of July 21, 2016. Motion was made by Vice-Chairman Wasserman, seconded by Commissioner Friedman and carried unanimously at roll call.

REPORTS

Director

Director Errickson submitted the July 2016 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted that there was a weekly BOD violation in early July after the long holiday weekend. Weekly average violations are not subject to mandatory penalties unless they result in a monthly average violation, which this did not. The cause was excess sludge wasting over the long weekend when we did not have updated lab data to work with. We were in compliance with all other discharge limits.

The Director reported that Pre-Construction meetings were held on July 29, 2016 for "A" CCUA Plant Improvement project and "B" replacement of Upper Deerfield Pump Station.

He further reported that our administrative Secretary retired on July 29, 2016 and we have filled the position with Staphanie Mick, who is doing an excellent job for us. It is expected that we will see several more retirements in 2017 and believe that we can make the transition without interruption of our operations. The Director also noted that we have a member of our staff off work due to surgery. The time off is expected to be a period of three to four weeks before they can return to work.

Director Errickson noted that on August 3, 2016 he was invited along with members of the Cumberland County Improvement Authority to tour SYNARGO Plant in Philadelphia Pennsylvania. This plant has a large Rotary Dryer that handles all the sludge from Philadelphia and some of the surrounding area and converts an end product to fertilizer. This fertilizer is sold to farms in Maryland, Virginia, Delaware, Pennsylvania and New Jersey. This plant was very modern and efficient with almost no odor as well as very profitable. This is something he hopes can be developed in Cumberland County.

The Director also visited a compost station in Burlington County to see firsthand what a large composting operation is like. This plant was over ten years old and looked every bit of it. The operation consisted of a harsh environment, not so pleasant odors and an end product that is not easy to get rid of. Here at the Authority and in partnership with the CCIA we continue to explore technology to dispose of our sludge in the most environmentally and economical way possible.

The Director reported that there was another Bay Shore meeting held on Thursday August 4, 2016 in the Cumberland County Administration Building. Attending were representatives from NJDEP, NJEIT, County Engineering, County Administration and the United States Department of Agriculture. NJDEP stated that this is their number one project in the State and NJEIT has pledged \$ 2.5 million in grant money to the project provided we are ready by mid September 2016 with a single concept design.

The Director reported that Don Rainear, James Grace, Jerry Harris our engineer and himself went to Trenton on August 10, 2016 to meet with NJDEP, Fish and Wildlife and the Army Corps of Engineers for a discussion regarding installing Solar on our property and or property near the Authority. After some detailed discussions and questions back and forth we were pleased to hear from everyone around the table that there were no serious objections or concerns regarding the project. We will need to do some soil borings and a study of plant life in the area and report back to NJDEP with our findings. We are planning to do this study as quickly as possible and report to NJDEP without delay. NJDEP did advise us to have all studies completed and RFP back by March 1, 2017 due to changes taking place on the Federal level that would not be in our advantage. With that in mind we will be moving very quickly.

Director Errickson noted that for the past two weeks we have taken no sludge from our plant. We are monitoring digester levels to determine the optimum sludge dewatering rate that will allow for a regular removal for incineration without accumulating excess in our storage tank. This is a reversal of our operating strategy for land application in which we needed to have a full storage tank in order to meet crop needs of a farm. We have completed all paperwork and approvals to haul sludge out of state to DELCORA in Chester with our equipment. The Director is confident that we will be able to keep up with sludge disposal needs by taking 2 or 3 bins of cake a week to ACUA and 2 or 3 tanks a week of liquid sludge to DELCORA.

The Director noted that emergency repair work on the north primary clarifier drive unit has been completed. The contractor has provided us with quotes for similar repairs on the north secondary clarifier drives as well as they are in need of attention. These will be used in developing our short term capital improvement plans.

Director Errickson also reported that letters were sent to Upper Deerfield Township and Hopewell Township concerning their failure to enforce the connection permits requirements in our user agreements. Two connection permits were applied for as a result and we are aware of at least two more that will need to apply.

The Director also informed the Authority Board of a final notice of violation and compliance order has been issued to Cumberland Dairy. It included a trigger requiring implementation of advanced treatment should current changes not be effective in meeting discharge limits.

The Director also noted that two different Committees met this past month. The Budget and Finance Committee met and discussed line item changes of the 2016 Budget, and the staff answered any questions from the Committee members. Vice-Chairman Wasserman will discuss this latter in the meeting. The Employee Relations Committee also met to be updated on the Authority's search for a new Deputy Director. Minutes from both of these meetings are in the packets today.

There is one resolution on the agenda tonight. Resolution "A" to Authorize adjustments in the 2016 Budget.

In conclusion, the Director offered his thanks to Deputy Director Michael Fernandez, Administrative Assistant Stephanie Mick, Business Administrator Dominic Burch, Authority Engineer Jerry Harris and General Counsel James Grace for their help with preparing his report.

Engineer

Mr. Harris was absent today but his submitted report was read by Chairman Jones. The report noted bids were received on May 12, 2016 for the 2016 NJEIT Projects (Upper Deerfield Pumping Station Upgrade and Wastewater Treatment Plant Improvements). There were four bidders for each project. The apparent low bidders were Lance Electric, Inc. of Tabernacle NJ for the Upper Deerfield Pump Station Upgrades and Centerpoint Associates, Blackwood NJ for the Wastewater Treatment Plant Improvements. The construction contracts were awarded at the June Commissioners meeting subject to NJDEP/NJEIT approval. That approval was subsequently received. Pre-construction meetings for both projects were held on July 26, 2016. CME conducted the meetings, which were attended by NJDEP representatives, and prepared and distributed meeting minutes. CME has reviewed the bonds and insurance information submitted by both contractors and has recommended that a Notice to Proceed be issued for both projects. The estimated construction period for each job is approximately one year.

There was no activity on the Plant Discharge Permit.

Mr. Harris lastly reported that he was available to provide assistance to the Director and Deputy Director on biogas, sludge management and solar energy.

Auditor

Mr. Testa was absent and offered no report.

General Counsel

Mr. Grace reported at this time we have yet to see the proposed language from the County Agricultural Board with respect to the land application of biosolids. He expects that we shall receive this information in the coming weeks, and upon our receipt we will review same and plan for the next step in an effort to see our desired goal accomplished, specifically the ability to apply biosolids to specified categories of farms in Cumberland County and other places.

Mr. Grace also stated on August 10, 2016 he along with Director Erickson and our solar consultant met with NJDEP and the Army Corps of Engineers relative to the feasibility of our contemplated solar project using a combination of the surrounding lands. Much of the issues surrounded the close proximity to the Cohansy River, the surrounding eagle foraging area, the presence of wetlands and

proposed construction of solar panels around those areas taking into consideration the totality of the circumstances dominated our conversation. Generally we came away from the meeting encouraged that the feasibility of this project is intact, however, significant consideration must be given to all of these issues. That being said, we are of the belief that as we proceed with this project and assemble our team the construction of a clean energy solar project providing inexpensive electricity in significant amount to the Cumberland County Utilities Authority can occur. We are at the very preliminary stage of this project with many potential pitfalls in front of us that may stand to delay and or derail this project at some future point, but for this time we have the opportunity to move forward in our due diligence in an effort to make this project a reality.

Mr. Grace stated he was available for any questions or concerns by the Director, staff and Commissioners.

Committees

The minutes from the Finance and Budget Committee meeting of August 15, 2016 as well as the Employee Relations Committee meeting of August 16, 2016 were included in the Commissioners packets today.

RESOLUTIONS

RESOLUTION (2766) AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2016 BUDGET offered by Vice-Chairman Wasserman, seconded by Commissioner VanSant and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$160,126.43
Operating Account	991,909.84
Petty Cash	500.00
Sensor Account	8,241.17
General Account	3,235,832.37
Plant Reconstruction/Replacement	2,184,397.51
User Revenue Reserve	221,859.86
Trust Account	2,998,069.49
Total Cash Position	\$ 9,800,936.67

Treasurer Chann reported that the bills submitted for payment today for the Operating Account total \$196,786.34. The Authority Chairperson and Secretary have checked the vouchers. The Operating Account has sufficient funds to cover these checks and approval of Resolution B is recommended. The monthly bank statements are available for review if anyone is interested.

RESOLUTION (2767) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Rajacich, seconded by Commissioner Young and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked everyone for attending and thanked all of the employees and staff for their hard work. The Chairman also advised everyone to stay cool and drink plenty of liquids in this oppressive heat spell that we are in.

Commissioners-Public Remarks

Commissioner VanSant thanked Chairman Jones for his invitation to the Chairman's Bar-B-Que and stated what a terrific event it was and how much he enjoyed it.

There were no comments from the public.

The meeting was adjourned on a motion from Commissioner Rajacich.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday September 15, 2016 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "C. Kenneth Hill".

C. Kenneth Hill, Secretary

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
HARVEY FRIEDMAN	X			
ZARKO RAJACICH	X			
DOUG VANSANT	X			
JERRY YOUNG	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

RESOLUTION #2766
 Offered By Wasserman
 Seconded By VanSant
 Dated August 18, 2016

A RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2016 BUDGET

WHEREAS, the Cumberland County Utilities Authority's Finance and Budget Committee and Director have reviewed the 2016 Budget and have determined that certain line items contained therein require reclassification of budgeted amount among expense and revenue categories; and

WHEREAS, the Authority Members, after their review, have determined that certain Budget line items require an increase or decrease in the amount appropriated; and

WHEREAS, the Authority Members have determined that the funds for said adjustments are made available through transfers from among other budgeted categories, additional revenues anticipated and additional net position utilized as listed on the attached schedule.

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

That the attached "Schedule of Budget Adjustments" which are made part hereof, are hereby approved and ratified.

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, August 18, 2016 at 4:30 p.m. prevailing time.

DATED: August 18, 2016

The foregoing is certified to be a true and complete copy of a resolution adopted by the Governing Body of the Cumberland County Utilities Authority at a meeting thereof duly called and held on August 18, 2016.



Stephanie J. Mick, Administrative Assistant

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
HARVEY FRIEDMAN	X			
ZARKO RAJACICH	X			
DOUG VANSANT	X			
JERRY YOUNG\	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

RESOLUTION #2767

Offered By Rajacich

Seconded By Young

Dated August 18, 2016

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 \$196,786.34 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.

DATED: August 18, 2016

CUMBERLAND COUNTY UTILITIES AUTHORITY

August 2016 Bill List

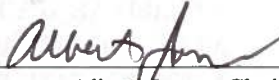
CHECK #	VENDOR #	VENDOR NAME	AMOUNT
028852	73	PETTY CASH	132.72
028853	159	A. MICHAEL FERNANDEZ	396.10
028854	497	ACE PLUMBING &	352.14
028855	242	AMAZON	264.99
028856	648	APPLIED ANALYTICS INC.	1,800.00
028857	1	ATLANTIC CITY ELECTRIC	42,443.41
028858	1001	ATLANTIC CITY ELECTRIC	1,550.00
028859	30	ATLANTIC COUNTY UTILITIES	11,123.80
028860	824	BOTTINO'S SUPERMARKETS	181.14
028861	48	BRIDGETON MOTOR PARTS	629.66
028862	50	BRIDGETON P & H SUPPLY	125.40
028863	784	C & H DISPOSAL SERVICE	2,340.00
028864	860	CHRISTOPHER RAUNER	244.90
028865	371	CME ASSOCIATES	10,227.50
028866	931	COLONIAL ELECTRIC SUPPLY CO. INC	486.80
028867	276	COMCAST CABLE	331.26
028868	579	CUMBERLAND ADVISORS INC	3,447.00
028869	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	1,557.58
028870	111	CUMBERLAND VALVE INC	214.55
028871	114	D ELECTRIC MOTORS INC	937.10
028872	115	D M C TEXTILES	1,386.48
028873	698	DESIGN PLASTIC SYSTEMS INC	2,602.01
028874	991	DHR ASSOCIATES	2,107.50
028875	980	DOMINIC BUIRCH	600.00
028876	1021	E-Z PASS	2,045.00
028877	573	ERRICKSON, G. STEVEN	69.77
028878	294	EUROFINS Q. C. INC.	1,401.90
028879	986	EXCELSIOR BLOWER SYSTEMS INC	11,553.00
028880	1019	GRANATOS SERVICES	125.00
028881	982	GREEN GUARD FIRST AID & SAFETY	147.55
028882	793	H & R HARDWARE & GARDEN CENTER	11.94
028883	187	H. H. BROTHERS HANKINS	189.26
028884	644	HOME DEPOT CREDIT SERVICE	729.61
028885	317	INDUSTRIAL CHEM LABS & SERVICES INC	1,311.96
028886	662	INDUSTRIAL VALLEY GAS AND DIESEL	305.00
028887	997	JAMES K. GRACE, ESQUIRE	1,833.00
028888	1026	KDI	175.00
028889	84	KUEHNE CHEMICAL CO INC	4,758.12
028890	975	LAWSON PRODUCTS INC	596.02
028891	747	LEE WAYNE BUIRCH JR.	250.00
028892	226	LILLISTON FORD INC.	241.31
028893	775	MACALASTER BICKNELL COMPANY OF NJ	506.66
028894	234	MAJOR PETROLEUM	1,034.32
028895	81	MAX COMMUNICATIONS INC	115.00
028896	772	MICHAEL CLAY	600.00
028897	47	NJ ADVANCE MEDIA	48.38
028898	340	PRINT SIGNS AND DESIGNS	86.00
028899	224	ROBERTS OXYGEN	259.59
028900	312	ROMANO HEARING TESTA & KNORR	777.20
028901	321	RUTGERS THE STATE UNIVERSITY	932.00
028902	619	SHERWIN-WILLIAMS CO.	482.31
028903	344	SOUTH JERSEY GAS COMPANY	327.09
028904	268	STATE OF NEW JERSEY	70,855.43
028905	656	STEWART INDUSTRIES	81.95
028906	1008	TBI UNLIMITED LLC	2,904.49
028907	376	TROUT'S POWER EQUIPMENT	57.15
028908	469	USABLUBOOK	178.47
028909	255	VERIZON	193.70
028910	151	WB MASON	17.58

028911	1020	WILLIAM HALL	1,300.00
028912	408	WILLIER ELECTRIC MOTOR	3,722.00
028913	536	WOODRUFF ENERGY	718.60
028914	1005	XEROX CORP	362.94
			\$196,786.34

ATTEST:

CUMBERLAND COUNTY UTILITIES AUTHORITY

By 
 Charles K. Hill, Secretary

By 
 Albert Jones, Chairperson