

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
MARCH 17, 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. OATH OF OFFICE TO JERRY YOUNG AS COMMISSIONER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
5. ROLL CALL
6. MINUTES OF THE REGULAR MEETING OF FEBRUARY 18, 2016
7. 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
8. RESOLUTIONS
  - A. RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR MISCELLANEOUS CONSTRUCTION SERVICES
  - B. RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO ENTER INTO A COOPERATIVE PRICING AGREEMENT
  - C. RESOLUTION AMENDING AN AWARDED CONTRACT WITH C & H DISPOSAL SERVICES, INC. FOR PROVIDING HAULING AND DISPOSAL SERVICES FOR LIQUID AND DEWATERED WASTEWATER TREATMENT PLANT SLUDGE AND SOLID WASTE FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY
  - D. RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE KINTOCK GROUP OF NEW JERSEY, INC. REGARDING AN EASEMENT MORE PARTICULARLY DESCRIBED IN THE “PUMP STATION AND PIPE EASEMENT AGREEMENT” AS IT RELATES TO TAX MAP BLOCK 189, LOTS 5.01 AND 6 IN THE CITY OF BRIDGETON
9. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
10. CHAIRMAN'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

# CUMBERLAND COUNTY UTILITIES AUTHORITY

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

RESOLUTION 2746  
 Offered By Wasserman  
 Seconded By Rajacich  
 Dated March 17, 2016

## A RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR MISCELLANEOUS CONSTRUCTION SERVICES

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

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications and authorize the advertisement for bids.

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 Miscellaneous Construction 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, March 17, 2016 at 4:30 p.m. prevailing time.

DATED: March 17, 2016

# CUMBERLAND COUNTY UTILITIES AUTHORITY

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

RESOLUTION 2747

Offered By Wasserman

Seconded By Young

Dated March 17, 2016

## A RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Cooperative Purchasing Network (TCPN), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, on March 17, 2016 the governing body of the Cumberland County Utilities Authority, County of Cumberland, State of New Jersey duly considered participation in a Cooperative Pricing System for provision and performance of goods and services.

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

1. That this Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Cumberland County Utilities Authority.
2. That pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Director is hereby authorized and directed to enter into a Cooperative Pricing Agreement with the Lead Agency.
3. That the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1et seq.) and all other provision of the revised statures of the State of New Jersey.
4. That this resolution shall take effect immediately upon passage.

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, March 17, 2016 at 4:30 p.m. prevailing time.

DATED: March 17, 2016

# CUMBERLAND COUNTY UTILITIES AUTHORITY

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

RESOLUTION 2748  
 Offered By Friedman  
 Seconded By Wasserman  
 Dated March 17, 2016

RESOLUTION AMENDING AN AWARDED CONTRACT WITH C & H DISPOSAL SERVICE, INC. FOR PROVIDING HAULING AND DISPOSAL SERVICES FOR LIQUID AND DEWATERED WASTEWATER TREATMENT PLANT SLUDGE AND SOLID WASTE FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY

WHEREAS, the Cumberland County Utilities Authority has heretofore advertised for bids for providing Wastewater Treatment Sludge Hauling and Disposal Services, in accordance with the Specifications adopted on April 16, 2015, on file; and

WHEREAS, the contract was awarded to C & H Disposal Service at an open public meeting of the Cumberland County Utilities Authority on May 21, 2015 by Resolution 2689; and

WHEREAS, C & H Disposal Service has requested a rate change for only the liquid sludge hauling and disposal from \$0.05 per gallon to \$0.065 per gallon due to changes at the DELCORA disposal site; and

WHEREAS, after review of this matter, Deputy Director Michael Fernandez and Director G. Steven Errickson agree with the amendment.

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

1. That Contract Number 2015-10, awarded to C & H Disposal Service, 47 Griens Lane, Elmer NJ 08318, be amended to reflect the agreed price increase for providing Sludge and Solid Waste Hauling Services on an "as needed" basis as per bid specifications, and only to increase the hauling and disposal of liquid sludge from \$0.05 per gallon to \$0.065 per gallon to the DELCORA disposal site.
2. That all remaining terms and conditions of Contract Number 2015-10 shall remain in full force and effect, without amendment, for the remainder of the contract term.
3. That the proper officers of this Authority be and they are hereby authorized and directed to execute the Contact hereby amended.

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, March 17, 2016 at 4:30 p.m. prevailing time.

DATED: March 17, 2016

# CUMBERLAND COUNTY UTILITIES AUTHORITY

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

RESOLUTION 2749  
 Offered By Wasserman  
 Seconded By Rajacich  
 Dated March 17, 2016

RESOLUTION TO ENTER INTO AN AGREEMENT  
 WITH THE KINTOCK GROUP OF NEW JERSEY, INC. REGARDING AN  
 EASEMENT MORE PARTICULARLY DESCRIBED IN THE “PUMP STATION AND  
 PIPE EASEMENT AGREEMENT” AS IT RELATES TO  
 TAX MAP BLOCK 189, LOTS 5.01 AND 6 IN THE CITY OF BRIDGETON

WHEREAS, the Cumberland County Utilities Authority is the owner of (i) a certain one story metal building enclosing a pump station together with fencing and other associated facilities and (ii) two (2) sanitary sewer lines (“Sanitary Sewer Facilities”) located on the above referenced premises; and

WHEREAS, the Kintock Group of New Jersey, Inc. acquired the above referenced premises from the City of Bridgeton; and

WHEREAS, the Kintock Group of New Jersey, Inc. desires to grant to the Cumberland County Utilities Authority an easement over the premises for purposes of the Cumberland County Utilities Authority operating, maintaining, repairing, and/or reconstructing its Sanitary Sewer Facilities; and

WHEREAS, the Kintock Group of New Jersey, Inc. and Cumberland County Utilities Authority desire to execute the attached “Pump Station and Pipe Easement Agreement”.

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

1. That the Cumberland County Utilities Authority enter into the Agreement that is attached to this Resolution with the Kintock Group of New Jersey, Inc. granting an easement over the property known as Block 189, Lots 5.01 and 6, on the tax map of the City of Bridgeton.
2. That the proper officers of this Authority be and they are hereby authorized and directed to execute the Agreement hereby attached to this Resolution.

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, March 17, 2016 at 4:30 p.m. prevailing time.

DATED: March 17, 2016

# CUMBERLAND COUNTY UTILITIES AUTHORITY

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ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ZARKO RAJACICH	x			
DOUG VANSANT				x
KEITH WASSERMAN	x			
JERRY YOUNG	x			
ALBERT JONES	x			

RESOLUTION 2750  
 Offered By Edwards  
 Seconded By Rajacich  
 Dated March 17, 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 \$275,193.32 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: March 17, 2016



## CUMBERLAND COUNTY UTILITIES AUTHORITY

March 17, 2016

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, March 17, 2016 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  
Jerry Young, Commissioner  
James K. Grace, General Counsel  
Jerome A. Harris, Engineer  
C. Kenneth Hill, Secretary  
G. Steven Errickson, Director  
A. Michael Fernandez, Deputy Director  
Dominic Buirch, Business Administrator  
Patti McAllister, Assistant Secretary – Treasurer

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.

Chairman Jones called for General Counsel Grace to administer the Oath of Office to Jerry Young as Commissioner of the Cumberland County Utilities Authority.

Secretary Hill called the roll and a quorum was present. Commissioner VanSant was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of February 18, 2016. Motion was made by Commissioner Edwards, seconded by Commissioner Rajacich and carried unanimously at roll call.

### **REPORTS**

#### **Director**

Director Errickson submitted the February 2016 Discharge Monitoring Report (DMR) for inclusion in the minutes for this meeting. He stated that the Authority met all permit discharge conditions during the month and the plant continues to operate well.

He reported that he met several times with Legal Counsel to discuss and make plans regarding the possible solar project and to review the outstanding issue with J.P. Smith Contracting.

Director Errickson also reported meeting with Mr. Ted Cowgill, President of Argon Construction to discuss different types of hand railings available to be used on our upcoming Head Works Project.

The Director also reported meeting with the Vice-President of AQUA to discuss the future of Sewer and Water Authorities and the importance of maintaining and updating every year and not to fall behind.

Director Errickson noted that he has been conducting first round interviews for the positions of Administrative Assistant and Plant Mechanic. The Authority has been very fortunate to attract a very high quality of applicants in both categories. It is hoped that both positions will be filled in the near future.

Director Errickson informed the Board of his meeting with Authority Labor Counsel to discuss training of supervisors in all aspects of the position. Also discussed was the training of plant personnel in the understanding of the employee handbook and normal practices that take place every day along with safety. Chairman Jones added that all interested Commissioner may also attend any training that is scheduled.

Mr. Errickson reported attending the convention of the Association of Environmental Authorities on March 8<sup>th</sup> and 9<sup>th</sup>, 2016. There were many topics discussed, but the most important centered around changes from the Department of Community Affairs with regards to pension changes. More details are presented on the AEA website.

Director Errickson reported meeting with Jerry Young the Authority's newest Commissioner for orientation this past week and to welcome him aboard.

He also met with Don Rainear, the Authority's Solar Consultant to discuss where the Authority is and where it needs to be with our future solar project. At this time, the good news is that Atlantic Electric has given us the green light and indicated there are no notable reasons not to move forward with the project. The next step is to file an "Interconnection Application" with Atlantic Electric and have that approved. Assistance will be needed from CME for this application.

He further stated that in addition to taking liquid sludge to DELCORA and sludge cakes to ACUA, spring land application has begun at Cumberland Nurseries.

The new 20 yard bins for hauling sludge cake to Atlantic City has resulted in an estimated savings of \$200 per bin. The old 25 yard bins were rarely filled, due to weight restrictions, but we paid for 25 yards, regardless. With the new bins we can fill them completely and pay for what is actually delivered, which this savings should result in a payback within six months for the purchase cost of the new smaller bins.

He noted that despite a few minor issues discovered while preparing this month's DMR report, the use of tablets for operator data collection is going well and has significantly reduced the paperwork and data input errors. It has also improved the ability to review data for accountability.

This week a second leak develop in our wash down water system. This leak developed at a pipe junction and is probably a sign of aging pipes. As these leaks are repaired, we have been adding shut-off valves to allow quick isolation of any future leaks. On the agenda today is a resolution to put out for bid our general construction services contract for this type of event. When the Authority is developing future capital plans we may want to consider a gradual replacement of all yard piping.

The Director informed the Board that a meeting is scheduled for March 23, 2016 with Cumberland Dairy to review their recent Notice of Violation and the work they reported as having been completed, which is intended to help reduce wastewater flows and overloading of their pretreatment plant.

Director Errickson noted that there are four resolutions tonight. Resolution "A" authorizes advertisement of bid for miscellaneous construction services. Garrison Enterprises has the contract now which runs out on April 30, 2016. This contract allows the Authority to have a General Contractor on standby for emergency's and projects we ourselves are not able to handle. Resolution "B", allows the Authority to enter into an agreement with a national supplier for hardware we use within the plant. The pricing and quality are very good and less expensive than current Government Contract prices. Resolution "C" allows a pricing change, due to unforeseen circumstances beyond anyone's control. Management believes granting this small increase will result in savings, verses the cost of re-bidding. Resolution "D" is transferring an easement agreement the Authority has with the City of Bridgeton over to Kintok Group of NJ, who bought this property from the City.



The Director also reminded everyone of the deadline to complete their Financial Disclosure Statements online. Frank in the IT department is ready to assist anyone who needs help with the online forms.

In conclusion, the Director offered his thanks to Deputy Director Michael Fernandez, Administrative Assistant Patti McAllister, Business Administrator Dominic Buirch and Authority Engineer Jerry Harris for their help with preparing his reports.

### **Engineer**

Mr. Harris reported that plans and specifications for the 2016 NJEIT Projects (Upper Deerfield Pumping Station upgrade and miscellaneous improvements to the Wastewater Treatment Plant) were submitted to the Authority staff for review. Plans and specifications were also submitted to the NJDEP/NJEIT with a request for Authorization to Advertise for construction bids.

A tentative bid schedule for NJEIT projects has been established in anticipation of receipt of the Authorization to Advertise for construction bids from NJDEP

Mr. Harris also reported there has been no activity this month as to the Residuals Permit and LLAMA. We are still waiting sludge test results before completing LLAMA response to NJDEP.

Also 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 clarifier coating issues.

### **Auditor**

There was no report by Mr. Testa, however, he did relay to the Director that the 2015 Audit is completed, but due to changes by the department of Community Affairs, it will be delayed to address those changes.

### **General Counsel**

Mr. Grace reported that a motion was filed to reopen discovery for purposes of obtaining an expert witness on March 4, 2016. On March 10<sup>th</sup> a response was filed by opposing counsel; we then filed a response to their response and are currently waiting for the return date. However, he does believe that it will be heard on Friday, March 18, 2016, but are aiming for the matter to be moved to Monday, March 21<sup>st</sup>, which is the current trial date. The Board will be advised of any new information, when it becomes available.

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

### **Committees**

There were no committee meetings this past month.

## RESOLUTIONS

RESOLUTION (2746) APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR MISCELLANEOUS CONSTRUCTION SERVICES offered by Vice -Chairman Wasserman, seconded by Commissioner Rajacich and carried unanimously at roll call.

RESOLUTION (2747) AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO ENTER INTO A COOPERATIVE PRICING AGREEMENT offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

RESOLUTION (2748) AMENDING AN AWARDED CONTRACT WITH C & H DISPOSAL SERVICE, INC. FOR PROVIDING HAULING AND DISPOSAL SERVICES FOR LIQUID AND DEWATERED WASTEWATER TREATMENT PLANT AND SOLID WASTE FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY offered by Commissioner Friedman, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

RESOLUTION (2749) TO ENTER INTO AN AGREEMENT WITH THE KINTOCK GROUP OF NEW JERSEY, INC. REGARDING AN EASEMENT MORE PARTICULARLY DESCRIBED IN THE "PUMP STATION AND PIPE EASEMENT AGREEMENT" AS IT RELATED TO TAX MAP BLOCK 189, LOTS 5.01 AND 6 IN THE CITY OF BRIDGETON offered by Vice-Chairman Wasserman, seconded by Commissioner Rajacich and carried unanimously at roll call.

### Treasurers Report

Revenue Account	\$1,683,377.37
Operating Account	514,043.42
Petty Cash	500.00
Sensor Account	8,039.64
General Account	3,054,336.62
Plant Reconstruction/Replacement	2,176,085.88
User Revenue Reserve	221,673.48
Trust Account	3,265,820.46
Total Cash Position	\$ 10,923,876.87

Assistant Treasurer McAllister reported that the bills submitted for payment today for the Operating Account total \$275,193.32. 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 (2750) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Edwards, seconded by Commissioner Rajacich and carried unanimously at roll call.

### Chairperson's Remarks

Chairman Jones welcomed Freeholder Barber to the meeting. He wished everyone a safe and Happy Easter. He also congratulated and extended a warm welcome to Commissioner Jerry Young, saying that he looked forward to working with him.

**Commissioners Remarks**

Commissioner Young expressed that he was happy to have the opportunity to serve on this Board and looked forward to working with everyone this year.

**Public Remarks**

Mrs. Nancy Ridgeway introduced herself, stating that she attends the Authority meetings on a regular basis. She questioned the Authority By-laws and wondered why the Commissioners of the Authority were appointed by the County Freeholders. Shouldn't the ratepayer communities have the say in who was on the board, more so, than the County. She suggested that the Board take a look at their By-Laws. She also questioned the re-organization process for the Authority.

Chairman Jones thanked Mrs. Ridgeway and assured her that all the members of the Board were representatives of the Authority ratepayers. Legal Counsel Grace stated that he would look into the matter and the By-laws and report back at a future meeting.

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 April 21, 2016 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