

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
MARCH 15, 2018

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 WILLIAM ANDRE AS COMMISSIONER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY~~
5. ROLL CALL
6. MINUTES OF THE REGULAR MEETING & EXECUTIVE MEETING OF FEBRUARY 15, 2018
7. REPORTS
  - A. DIRECTOR
  - B. ENGINEER
  - C. AUDITOR
  - D. GENERAL COUNSEL
  - E. COMMITTEES
    - (1) COMMUNITY/INDUSTRIAL RELATIONS – ~~Commissioner Andre~~
    - (2) EMPLOYEE RELATIONS – Commissioner 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 OF THE CCUA AUTHORIZING PAYMENT OF CERTAIN COST AND EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND
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. MOTION FOR EXECUTIVE SESSION FOR POSSIBLE LITIGATION
14. ADJOURNMENT

CUMBERLAND COUNTY UTILITIES AUTHORITY  
March 15, 2018

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday March 15, 2018 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:  
Albert Jones, Chairman  
Vice-Chairman Keith Wasserman  
Zarko Rajacich, Commissioner  
Doug VanSant, Commissioner  
Commissioner Jerry Young  
Steve Testa, Auditor  
James Grace, General Counsel  
Jerome Harris, Engineer  
C. Kenneth Hill, Secretary  
G. Steven Errickson, Director  
Daniel Jefferson, 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. Commissioners Angelia Edwards and William Andre were recorded as excused absences. Treasurer Ed Bethea was also recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of February 15, 2018 as well as the Executive Session of the same date. Motion was made by Vice-Chairman Wasserman, seconded by Commissioner VanSant and carried unanimously at roll call.

Chairman Jones called for reports.

## **REPORTS**

### **Director**

Director Errickson submitted the February 2018 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted that the plant is operating well, and we have not experienced the same cold weather as last month and the plant effluent has gotten progressively better. As a result of the warmer temperatures the plant's biological processes are functioning well and the overall performances of the plant has improved with the effluent permit conditions being met within the single digits.

Director Errickson reported that he has been working with legal counsel and Bondex Bond Company intensely this past month to reach a takeover agreement. Counsel will also report on this matter and we will need to go into closed session for further discussion.

The Director informed this board that he has been working with Jerry Harris our engineer all month as to the plant upgrades with Centerpoint Construction. Mr. Harris will report more on this matter in his report.

The Director reported on Bid openings that will take place on March 27, 2018 at the plant. The three projects are Miscellaneous Construction Services. Second bid will be to replace the Drive Units in South Secondary Clarifier. The third project is repair of the Iron Work on Rake Arm in South Secondary Primary Clarifier.

Director Errickson noted Calmar Associates has completed "Tank Removal" requirements for NJDEP. We are waiting for final close out notice from NJDEP. Calmar Associates is also working to close monitoring wells on the farms that CCUA used to maintain when we did land application. He will update this Board on the progress of this project.

The Director reported that DELCORA has experienced several operational shut downs this month resulting in a decrease in the amount of liquid sludge being accepted. The Authority has seen an increase in sludge inventory and is exploring other options for solids removal including making dewatered cake.

The Director noted that the south secondary clarifier has been taken out of service and the north clarifier placed on line. We have begun to plan for the refurbishing of the north clarifier and to also have the drive unit rebuilt.

Director Errickson also noted that the outside laboratory contract with ALS is in its third month and is going well. We continue to look for better ways to improve on the efficiency of sample collection and analysis. The laboratory will be beginning the proficiency sample analysis this month as well an increase in sampling to satisfy the Delaware River Basin Commission's sample requirements.

Director Errickson reported the Right to Know training for all employees has begun this month.

He also noted that we have one resolution on tonight's agenda

Resolution "A" is to have CCUA make a payment to pay the fuel cost to run the By-pass pumps at Upper Deerfield pumps station. This is an emergency payment due to the fact that Bondex forgot to make this payment on time and the fuel company was not going to deliver any more fuel. This cost will be charged to the Contract.

The Director also reminded all Board Members to fill out a new W-4 form due to Tax Law changes.

Also Malvin Hilton is retiring on March 29, 2018 and we are having a luncheon that the Board members are invited to attend. The luncheon will take place at 12 noon in the Board Room on the 29th.

Director Errickson also noted that we will have need of an Executive Session today.

In conclusion, the Director offered his thanks to Deputy Director Daniel Jefferson, Administrative Assistant Stephanie Mick, Business Administrator Dominic Birch and. Authority Engineer Jerry Harris and the entire staff for their help with preparing his report.

### **Engineer**

Upper Deerfield Pump Station- Lance Electric, Inc. of Tabernacle NJ. The contractor was terminated from the contract. Discussions are in progress with bonding company regarding completion of the work. CME reviewed and provided comments on proposed "takeover agreement" offered by bonding company. Project remains at approximately 70 % complete. Completion date for contract was early November 2017.

Wastewater Treatment Plant Improvements- Centerpoint Associates, Blackwood NJ, contract is 95% complete. Contractor has been given a punch list of outstanding items which have not been completed. In addition, various submittals are required from the contractor before the project closeout procedure can be completed.

Mr. Harris also reported preparation of a draft plan for Asset Management and submitted to CCUA staff for review.

Mr. Harris lastly reported that he was available to provide assistance to the Director and Deputy Director on engineering matters, and coordinated with Bond Counsel on NJEIT loan.

### **Auditor**

Mr. Testa reported that work is ongoing on the 2017 Audit. We are awaiting GASB 68 Pension information from the State of NJ, which is usually received sometime in April, We are also working with Dominic reviewing the NJEIT reimbursement request and supporting information.

**General Counsel**

Mr. Grace reported that the special counsel in the Proposed Solar Project is proceeding with the preparation of the appropriate bid documents and we anticipate receiving the final prepared documents in short order. We will update this board as more information becomes available.

The bond company, after very intense negotiations has agreed to make certain language changes that I have requested. I look forward to presenting that to the Director in the next day or so and we look forward to hopefully having the commenced within five days of this meeting. I will keep this Board advised as we move forward in this matter.

As to the Center Point matter, there is no new information to report at this time. We will update as new information 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 (2915) AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FORM THE CCUA SERIES 2010-2016 NJEIT CONTRUCTION FUND offered by Commissioner Young, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$1,662,738.24
Operating Account	864,154.75
Petty Cash	500.00
Sensor Account	8,326.86
General Account	3,963,993.94
Plant Reconstruction/Replacement	2,298,048.15
User Revenue Reserve	424,871.67
Trust Account	2,621,051.72
Total Cash Position	\$ 11,843,685.33

Assistant Treasurer Stephanie Mick reported that the bills submitted for payment today for the Operating Account total \$281,022.29. The Authority Chairman 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 (2916) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Young, seconded by Commissioner VanSant and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked all of our employees for their hard work. He also thanked Stephanie for the new clock in the Board Room.

**Commissioners-Public Remarks**

There were no comments from the Commissioner or the public.

At this point a motion was made to enter into an Executive Session by Vice-Chairman Wasserman, seconded by Commissioner VanSant and carried unanimously at roll call.

After the Executive Session it was decided to try to finish up the Seabrook pump station project and to put pressure on Bondex to have an agreement ready by March 20, 2018 that still insists that all work must be performed as to all aspects of the original contract.

The meeting was adjourned on a motion from Commissioner VanSant.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday April 19, 2018 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

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS				X	RESOLUTION #2915
<del>WILLIAM ANDRE</del>					Offered By Young
ZARKO RAJACICH	X				Seconded By Wasserman
DOUG VANSANT	X				Dated March 15, 2018
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY  
AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES  
FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND

BE IT RESOLVED BY THE CUMBERLAND COUNTY UTILITIES AUTHORITY  
(the "Authority"), as follows:

Section 1. The costs and expenses which are set forth in the certificate entitled "Requisition and Certification as to Payment of Costs and Expenses From the CCUA Series 2016 NJEIT Construction Fund" which is attached hereto as Exhibit A and which, by this reference, is made a part hereof as if set forth in full herein, are hereby authorized to be paid on November 21, 2016 from monies which are on deposit in the CCUA Series 2010-2016 NJEIT Construction Fund , which has been established and created in accordance with the provisions of a Resolution of the Authority, duly adopted January 21, 2016, entitled "Supplemental Resolution Authorizing the Issuance of Not to Exceed \$2,200,000 Aggregate Principal Amount of Sewer System Revenue Bonds, Series 2016 of the CCUA".

Section 2. TD BANK, NA, Cherry Hill, New Jersey, in its capacity as Trustee for the holders of the CCUA Series 2010-2016 NJEIT Construction Fund, is hereby authorized to withdraw such monies from the Fund, and to make payment of same, in accordance with the terms hereof and the terms of the attached requisition.

Section 3. This Resolution shall take effect immediately.

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 15, 2018 at 4:30 p.m. prevailing time.

DATED: MARCH 15, 2018

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 March 15, 2018.

C. Kenneth Hill  
C. Kenneth Hill, Secretary



CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION #2916
ANGELIA EDWARDS				X	
<del>WILLIAM ANDRE</del>					Offered By <u>Young</u>
ZARKO RAJACICH	X				Seconded By <u>VanSant</u>
DOUG VANSANT	X				Dated <u>March 15, 2018</u>
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

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 \$281,022.29 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: March 15, 2018

## CUMBERLAND COUNTY UTILITIES AUTHORITY

March 2018 Bill List

CHECK #	VENDOR #	VENDOR NAME	AMOUNT
030200	26	ASSOCIATION OF ENVIR AUTH	355.00
030201	1033	CAESARS	97.00
030202	284	A. J. PETRUNIS INC.	3,195.00
030203	242	AMAZON	234.49
030204	158	ARDEX LABORATORIES INC	350.00
030205	813	ASH LANE FARM INC	13,227.50
030206	1	ATLANTIC CITY ELECTRIC	70,328.91
030207	884	Aunt Betty's Kitchen LLC	688.25
030208	188	BERGEYS TRUCK CENTER	318.98
030209	50	BRIDGETON P & H SUPPLY	268.35
030210	371	CME ASSOCIATES	2,653.50
030211	276	COMCAST CABLE	470.08
030212	1015	COMMONWEALTH OF PENNSYLVANIA	200.00
030213	613	CRUZANS FREIGHTLINER	581.37
030214	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	1,716.54
030215	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	4,000.00
030216	550	CUMBERLAND COUNTY INSURANCE COMMISSION	33,819.02
030217	111	CUMBERLAND VALVE INC	948.89
030218	996	DALE WOLFE	350.00
030219	959	DELCORA	6,983.93
030220	124	DELVAL BALANCE SERVICE CO	310.00
030221	991	DHR ASSOCIATES	1,420.16
030222	115	DMC TEXTILES	551.30
030223	1021	E-Z PASS	1,500.00
030224	294	EUROFINS Q. C. INC.	91.00
030225	161	FISHER SCIENTIFIC	505.20
030226	189	FRED HARZ AND SON	82.08
030227	727	GPANJ	395.00
030228	1083	GREEN BUILDINGS SOLUTIONS & SUPPLIES	57.00
030229	793	H & R HARDWARE & GARDEN CENTER	182.64
030230	187	H. H. BROTHERS HANKINS	277.66
030231	997	JAMES K. GRACE, ESQUIRE	1,833.00
030232	975	LAWSON PRODUCTS INC	330.54
030233	1078	MAIN POOL & CHEMICAL COMPANY INC.	904.20
030234	81	MAX COMMUNICATIONS INC	1,320.00
030235	266	NEW JERSEY MOTOR VEHICLE COMMISSION	120.00
030236	47	NJ ADVANCE MEDIA	233.01
030237	1057	NJ DEP	200.00
030238	528	ONE CALL CONCEPTS	63.75
030239	674	PENDERGAST SAFETY EQUIPMENT COMPANY	304.99
030240	562	PIPCO TRANSPORTATION INC	321.20
030241	514	POLYDYNE INC.	7,568.00
030242	510	PTP CONSULTING INC	1,100.00
030243	739	RICHARD BROWN	150.00
030244	134	RICHARD STOWMAN	413.23
030245	224	ROBERTS OXYGEN	97.61
030246	312	ROMANO HEARING TESTA & KNORR	9,639.20
030247	321	RUTGERS THE STATE UNIVERSITY	475.00
030248	321	RUTGERS THE STATE UNIVERSITY	610.00
030249	368	SERV-U-CLEANING	430.00
030250	344	SOUTH JERSEY GAS COMPANY	5,158.68
030251	1014	SOUTH JERSEY WELDING SUPPLY CO	139.47
030252	268	STATE OF NEW JERSEY	78,770.46
030253	1070	STATE TREASURER/DIV. OF LOCAL GOV. SERVICES	150.00
030254	656	STEWART BUSINESS SYSTEMS INDUSTRIES	86.90
030255	204	TELEDYNE ISCO INC	6,663.00
030256	379	UNITED ELECTRIC SUPPLY	74.04
030257	255	VERIZON	110.36
030258	40	VERIZON WIRELESS	279.86



030259	182	W. W. GRAINGER INC.	765.80
030260	151	W.B. MASON	217.09
030261	1024	WILLIAMS AUTO PARTS - NAPA	43.30
030262	536	WOODRUFF ENERGY	9,800.00
030263	1005	XEROX CORP	442.67
030264	139	ZANE WESTERN APPAREL & WORK GEAR	2,438.13
030265	234	MAJOR PETROLEUM	3,609.95
			<u>\$281,022.29</u>

ATTEST: CUMBERLAND COUNTY UTILITIES AUTHORITY

By Charles K Hill  
Charles K. Hill, Secretary

By Albert Jones  
Albert Jones, Chairperson