

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
JUNE 21, 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. ROLL CALL
5. MINUTES OF THE REGULAR MEETING & EXECUTIVE MEETING OF MAY 17, 2018 AND SPECIAL MEETING OF JUNE 7, 2018
6. 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
7. RESOLUTIONS
  - A. RESOLUTION AUTHORIZING THE ADOPTION OF AN ASSET MANAGEMENT PLAN FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY WASTEWATER SYSTEM
  - B. RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING LITIGATION
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. MOTION FOR EXECUTIVE SESSION FOR POSSIBLE LITIGATION MATTERS WITH NO ACTION PLANNED
13. ADJOURNMENT

# CUMBERLAND COUNTY UTILITIES AUTHORITY

June 21, 2018

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday June 21, 2018 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman

William Andre, Commissioner

Zarko Rajacich, Commissioner

Doug VanSant, Commissioner

Jerry Young, Commissioner

James Grace, General Counsel

Jerome Harris, Engineer

Edward Bethea, Treasurer

C. Kenneth Hill, Secretary

G. Steven Errickson, Director

Daniel Jefferson, Deputy Director

Stephanie Mick, Assistant Secretary/Treasurer

Dominic Buirch, Business Administrator

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. Vice-Chairman Wasserman and Commissioner Edwards were recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of May 17, 2018 as well as the Executive Session of the same date and the Special meeting of June 7, 2018. Motion was made by Commissioner Rajacich, seconded by Commissioner VanSant and carried unanimously at roll call.

Chairman Jones called for reports.

## **REPORTS**

### **Director**

Director Errickson submitted the May 2018 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted that the plant is operating well and we are meeting effluent discharge limits in the single digits.

Director Errickson reported that the Pre-Bid meeting of for the Solar Project was conducted on May 30, 2018. There appeared to be a lot of interest in the project with fourteen contractors who registered and received bid packets and went on site tour. Many very good questions were asked by the contractors. All questions were organized by Stephanie Mick and later answered by CCUA team and sent via email to everyone. Bid opening is on June 26, 2018.

The Director informed this board that he attended the County Insurance meeting this month. He stated he was happy to report that the CCUA is again doing very well when compared to others in the County. Most of the accidents reported were slip and falls and a few industrial accidents.

The Director reported that we have not heard anymore from the County Engineering Department regarding the new road and bridge at Mayor Aiken Drive.

Director Errickson also noted that there has not been any news from Greenwich Township nor Fralinger Engineering regarding running new sewer lines or joining the CCUA. We will keep everyone posted as information comes in.

The Director reported that with our current sludge management operations we have been able to maintain the appropriate sludge inventory. We are currently disposing of two trailer loads per day at DELCORA with all hauling being done internally.

The Director noted that the digested sludge gravity thickening belt (DGBT) has been optimized by a technician from Alfa Laval who had visited the plant on May 30, 2018. The unit is running very well and is keeping sludge inventories as low as possible. The improved operation will help us in our sludge management efforts.

Director Errickson also noted that PTP Consulting was on site June 14, 2018 and will be again on June 28, 2018 for a scheduled fire safety class which all plant personnel will attend. PTP will also be performing a Personal Protective Equipment evaluation on Monday June 25, 2018.

Director Errickson reported work at the Seabrook Pump Station has been paused while the issues regarding Bondex are resolved. There have been several meetings and conference calls this month that have been productive and we anticipate progress soon.

The Director reported that work continues with regard to decommissioning the monitoring wells. The wells at Newkirk Farm and the plant have been identified and located. The wells at the plant have been decommissioned and we anticipate that the Newkirk site will have its wells decommissioned early in the fall.

He also note that we have two resolutions on tonight's agenda

Resolution "A" Authorizing the adoption of an Asset Management Plan for the CCUA with the State of New Jersey.

Resolution "B" Authorizing Legal action against Bondex Bond Company, and if necessary, Lance Electric for failure to complete the Upper Deerfield Pump Station. Our Solicitor will have a more detailed report on this matter.

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 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 complete. Contractor was paid in full at May Commissioner's meeting. Maintenance bonds and closeout paperwork obtained from contractor and applicable paperwork has been sent to the NJDEP.

Mr. Harris reported a final inspection of the Wastewater Treatment Plan Improvements project by NJDEP has been scheduled for June 26, 2018.

Mr. Harris also reported a Final Plan has been completed and submitted to the CCUA. It is recommended that the Plan be adopted by the CCUA by resolution and that the NJDEP be notified of the adoption.

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 was absent and did not submit a report.

**General Counsel**

Mr. Grace reported that the bid responses in the matter of Proposed Solar Project are due in a matter of days, whereby there has been extensive interest in the project. Additionally, we conducted a question and answer meeting in which some of the contractors were able to walk out to the proposed site and visually inspect same in advance of submitting their proposal.

Given the current status of the Lance Electric situation involving the Upper Deerfield pump station upgrade and the actions of the bonding company, we have terminated our relationship with Bondex and Lance Electric fully due to their failure to comply with the terms of the agreement originally executed and the terms of their bond. Furthermore, we are moving forward in this matter with litigation to obtain payment for damages that have been incurred at the hands of Lance Electric and Bondex. I will keep this Board advised as we move forward in this matter.

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 (2934) AUTHORIZING THE ADOPTION OF AN ASSET MANAGEMENT PLAN FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY WASTEWATER SYSTEM offered by Commissioner Rajacich, seconded by Commissioner VanSant and carried unanimously at roll call.

RESOLUTION (2935) AUTHORIZING LITIGATION offered by Commissioner Young, seconded by Commissioner VanSant and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$ 1,743,038.74
Operating Account	922,278.22
Petty Cash	500.00
Sensor Account	8,327.81
General Account	4,953,308.63
Plant Reconstruction/Replacement	2,313,265.32
User Revenue Reserve	426,641.33
Trust Account	2,630,626.67
Total Cash Position	\$ 12,997,986.72

Treasurer Edward Bethea reported that the bills submitted for payment today for the Operating Account total \$248,445.99. 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 (2936) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Young, seconded by Commissioner Rajacich and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked all of our employees for their hard work. He also reminded everyone of the upcoming Fourth of July Holiday and to please have a safe and enjoyable time.

**Commissioners-Public Remarks**

There were no comments the public or the Commissioners.

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 July 19, 2018. 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". The signature is written in a cursive style.

C. Kenneth Hill, Secretary

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS				X	RESOLUTION #2934
WILLIAM ANDRE	X				Offered By Rajacich
ZARKO RAJACICH	X				Seconded By VanSant
DOUG VANSANT	X				Dated June 21, 2018
JERRY YOUNG	X				
KEITH WASSERMAN				X	
ALBERT JONES	X				

A RESOLUTION AUTHORIZING THE ADOPTION OF  
AN ASSET MANAGEMENT PLAN FOR THE  
CUMBERLAND COUNTY UTILITIES AUTHORITY WASTEWATER SYSTEM

WHEREAS, the Cumberland County Utilities Authority sanitary sewerage system consists of an Interceptor System, six Wastewater Pump Stations, and a Wastewater Treatment Plant; and

WHEREAS, to continue to manage these assets effectively and to make informed decisions regarding their replacement or rehabilitation, the Cumberland County Utilities Authority wished to develop an Asset Management Plan (AMP); and

WHEREAS, the New Jersey Infrastructure Bank (NJIB) of the New Jersey Department of Environmental Protection (NJDEP) is currently requiring the adoption of AMPs as a condition for approval for all projects receiving financing through the NJIB; and

WHEREAS, the Cumberland County Utilities Authority currently has two on-going capital improvement projects being funded by the NJIB; and

WHEREAS, CME Associates has submitted a Final AMP dated June 2018 for the Cumberland County Utilities Authority Wastewater System which was prepared in accordance with applicable NJDEP guidance; and

WHEREAS, the Executive Director and Staff of the Cumberland County Utilities Authority have reviewed the AMP and found it acceptable.

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

1. That the Cumberland County Utilities Authority hereby adopts the Asset Management Plan for the Cumberland County Utilities Authority Wastewater System as prepared by CME Associates and dated June 2018.
2. The Executive Director shall inform the NJDEP in writing that said Asset Management Plan has been completed and adopted by the Cumberland County Utilities 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, June 21, 2018 at 4:30p.m. prevailing time.

DATED: JUNE 21, 2018

Cumberland County  
Utilities Authority

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION <u>#2935</u>
ANGELIA EDWARDS				X	Offered By <u>Young</u>
WILLIAM ANDRE	X				Seconded By <u>VanSant</u>
ZARKO RAJACICH	X				Dated <u>June 21, 2018</u>
DOUG VANSANT	X				
JERRY YOUNG	X				
KEITH WASSERMAN				X	
ALBERT JONES	X				

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY  
AUTHORIZING LITIGATION

WHEREAS, the Cumberland County Utilities Authority and Lance Electric had entered into a contract for the Upper Deerfield Pump Station upgrades under contract number PCU00301.02 on or about June 24, 2016; and

WHEREAS, the CCUA exercised its rights under the contract to terminate the contract with Lance Electric and thereafter Bondex Insurance Company and the CCUA entered into negotiations for the purpose of entering a Take Over Agreement; and

WHEREAS, the CCUA Attorney and other CCUA officials have met with representatives of Bondex Insurance Company in an effort to resolve this matter, but to date, Bondex has not agreed to any proposal as to the completion of the project.

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

- 1) The CCUA Attorney is authorized to proceed with the filing of a Superior Court complaint against Bondex and/or Lance Electric; and
- 2) The Executive Director and/or other appropriate official is authorized to take all steps to effectuate the terms of 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, May 17, 2018 at 4:30 p.m. prevailing time.

DATED: JUNE 21, 2018



CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION <u>#2936</u>
ANGELIA EDWARDS				X	Offered By <u>Young</u>
WILLIAM ANDRE	X				Seconded By <u>Rajacich</u>
ZARKO RAJACICH	X				Dated <u>June 21, 2018</u>
DOUG VANSANT	X				
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 \$248,445.99 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: June 21, 2018



## CUMBERLAND COUNTY UTILITIES AUTHORITY

June 2018 Bill List

CHECK #	VENDOR #	VENDOR NAME	AMOUNT
030420	628	ALFA LAVAL ASHBROOK SIMON-HARTLEY INC	2,987.68
030421	1079	ALS GROUP USA CORP	1,671.00
030422	1084	ARCHER & GREINER P.C.	3,140.00
030423	813	ASH LANE FARM INC	13,227.50
030424	1	ATLANTIC CITY ELECTRIC	35,296.41
030425	30	ATLANTIC COUNTY UTILITIES	2,263.20
030426	694	BARBARA WEBER	804.00
030427	41	BERNIE'S MOBILE LOCK	185.50
030428	235	BLAKE G. MALONEY	804.00
030429	824	BOTTINO'S SUPERMARKETS	53.70
030430	46	BRIDGETON CITY OF	559.00
030431	50	BRIDGETON P & H SUPPLY	42.89
030432	56	BULB WORLD ELECTRICAL	316.40
030433	1054	BW STETSON LLC	41.43
030434	467	CALVIN FORD	804.00
030435	864	CATERINA SUPPLY INC	353.90
030436	371	CME ASSOCIATES	1,696.50
030437	931	COLONIAL ELECTRIC SUPPLY CO. INC	417.90
030438	276	COMCAST CABLE	412.61
030439	613	CRUZANS FREIGHTLINER	46.31
030440	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	3,169.32
030441	110	CUMBERLAND TIRE CENTER	427.90
030442	111	CUMBERLAND VALVE INC	121.68
030443	114	D ELECTRIC MOTORS INC	692.46
030444	1036	DANIEL W. JEFFERSON	239.29
030445	1060	DELAWARE RIVER BASIN COMMISSION	830.00
030446	959	DELCORA	5,791.50
030447	991	DHR ASSOCIATES	1,848.75
030448	115	DMC TEXTILES	320.00
030449	1003	DOBSON TURF MANAGEMENT	630.00
030450	980	DOMINIC BUIRCH	337.21
030451	17	DONALD L. OLBRICH SR.	804.00
030452	1021	E-Z PASS	2,000.00
030453	850	F & H SUPPLY INC	82.25
030454	636	FLEET PRIDE INC	383.56
030455	1009	GRACE MARMERO & ASSOCIATES, LLP	228.00
030456	982	GREEN GUARD FIRST AID & SAFETY	179.10
030457	793	H & R HARDWARE & GARDEN CENTER	58.00
030458	331	J. T. SEELEY CO. INC.	1,352.63
030459	997	JAMES K. GRACE, ESQUIRE	1,833.00
030460	1087	JAN-PR CLEANING SYSTEMS OF THE DELAWARE VALLEY	420.00
030461	748	JEFFREY CARLL	804.00
030462	671	JOHN HEALY	1,584.00
030463	213	JOHNSON & TOWERS INC.	505.72
030464	975	LAWSON PRODUCTS INC	797.77
030465	226	LILLISTON FORD INC.	42.24
030466	1078	MAIN POOL & CHEMICAL COMPANY INC.	1,808.40
030467	234	MAJOR PETROLEUM	2,618.03
030468	1048	MIRACLE CHEMICAL CO.	4,876.20
030469	631	NANCY PERRY	804.00
030470	353	NANCY SUNGENIS	804.00
030471	1088	NETWORKFLEET INC	204.80
030472	47	NJ ADVANCE MEDIA	104.28
030473	528	ONE CALL CONCEPTS	47.50
030474	437	PHILADELPHIA BUSINESS FOR	257.00
030475	562	PIPCO TRANSPORTATION INC	863.46
030476	510	PTP CONSULTING INC	5,250.00
030477	678	ROBERT HOLLENWEGER	1,608.00
030478	405	ROBERT WIDDIFIELD	804.00

030479	224	ROBERTS OXYGEN	149.48
030480	312	ROMANO HEARING TESTA & KNORR	6,362.00
030481	328	ROSCOE HALL	804.00
030482	679	SAMUEL ELWELL	1,608.00
030483	574	SANDRA ACEVEDO	1,125.00
030484	1018	SIGMA CONTROLS INC	165.92
030485	572	SOUTH JERSEY EYE ASSOCIAT	273.00
030486	344	SOUTH JERSEY GAS COMPANY	897.62
030487	268	STATE OF NEW JERSEY	79,105.13
030488	1011	STEPHANIE MICK	81.75
030489	656	STEWART BUSINESS SYSTEMS INDUSTRIES	92.52
030490	755	THEODORE F. PROPERT	2,250.00
030491	439	THOMPSON G. MAIER	1,608.00
030492	205	TRACTOR SUPPLY INC	190.81
030493	33	TREASURER, STATE OF NEW JERSEY	36,919.42
030494	469	USABUEBOOK	518.13
030495	808	VANMETER'S LANDSCAPING	352.00
030496	255	VERIZON	304.81
030497	40	VERIZON WIRELESS	279.64
030498	182	W. W. GRAINGER INC.	453.84
030499	151	W.B. MASON	415.44
030500	1024	WILLIAMS AUTO PARTS - NAPA	293.63
030501	408	WILLIER ELECTRIC MOTOR	2,720.75
030502	1005	XEROX CORP	819.12
			<u>\$248,445.99</u>

ATTEST:

CUMBERLAND COUNTY UTILITIES AUTHORITY

By

Charles K. Hill

Charles K. Hill, Secretary

By

Albert Jones

Albert Jones, Chairperson