

**AGENDA**  
**CUMBERLAND COUNTY UTILITIES AUTHORITY**  
**JANUARY 17, 2019**

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 SESSION OF DECEMBER 20, 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 APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR CLEANING AND REMOVAL OF CONTENTS FROM PRIMARY DIGESTER AND STORAGE TANK
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

***Happy New Year!***

# **CUMBERLAND COUNTY UTILITIES AUTHORITY**

January 17, 2019

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday January 17, 2019 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman  
Keith Wasserman, Vice-Chairman  
William Andre, Commissioner  
Angelia Edwards, Commissioner  
Doug VanSant, Commissioner  
Jerry Young, Commissioner  
James Grace, General Counsel  
Steve Testa, Auditor  
Hugh J. Dougherty, Engineer  
C. Kenneth Hill, Secretary  
Ed Bethea, Treasurer  
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. Commissioner Zarko Rajacich was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of December 20, 2018 as well as the Executive Session of the same date. Motion was made by Commissioner VanSant, seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones called for reports.

## **REPORTS**

### **Executive Director**

Director Errickson submitted the December 2018 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted that the plant is operating well at this time; however, the recent cold temperatures has had an overall effect on the biological systems by slowing down the removal rates. Operations has made modifications to help mitigate the negative effects of these colder temperatures.

Director Errickson noted that this past month has been intense working out final details of all final documents that needed to be completed in order to move forward with the project. Although it appears that we are going to have a contract with Advance Solar Incorporated who will be the Contractor erecting the Solar array. We have a PPA (Power Purchase Agreement), Escrow Agreement, and will soon have needed Easement for ingress and egress to the property. We have had one meeting with Bridgeton City Council for the easement and do not expect any large issues to arise preventing the granting of such from the City of Bridgeton, we are 95% there in getting the project under contract.

Director Errickson reported that the Upper Deerfield pump station # 6 is continues to operate very well. We have finally received all the manuals from the Manufacturer. Big thank You goes out to our own maintenance supervisor Rich Brown who tenaciously fought to have the manuals delivered to us. Bad weather has kept the fence form being installed along with D.G.A. Stone. We expect this to be completed as soon as we get a stretch of dry weather.

The Director also noted that Centerpoint Inc. is the company that rehabbed primary clarifier this past year. We have had an issue with paint peeling off in the clarifier. There have been several meetings with Centerpoint, painter and CCUA to determine best course of action. Centerpoint has promised to return in the spring this year to re-paint. We are going to have our engineer Pennoni review the specifications and advise on the painting and coating, our solicitor is also aware of the issues.

The Director reported that all sludge is currently being hauled to DELCORA for disposal at a rate of four loads a day. Additional loads are being hauled to Ash Lane when needed.

Also, operations have had two frac tanks installed within the plant that are being used to store thickened sludge from dewatering while operations prepare for the scheduled storage tank and digester cleaning.

Maintenance has optimized the blower controls which has provided operations with improved dissolved oxygen level control.

The Director noted that Blower # 4 has been realigned, this has rectified the vibration issue.

The Director stated that contractors have installed the potable water well at the Upper Deerfield Pump Station. The well will be placed in service after it is provided power. Also, a new grinder has been installed at the Federal Prison Pump Station, the station is still in by-pass, pending valve service.

Director Errickson also noted that the Authority celebrated it's Christmas Party on December 21, 2018, with all available employees as well as some Board members attending.

The Director also noted the Authority took delivery of a Kenworth T680 on January 10, 2019. We are currently preparing the truck to be placed into service.

He also noted that we have one resolution on the agenda today.

In conclusion, the Director offered his thanks to Deputy Director Daniel Jefferson, Administrative Assistant Stephanie Mick, Business Administrator Dominic Birch and Engineer Hugh Dougherty and the entire staff for their help in preparing this report.

#### **Engineer**

The engineer reported at the Directors request he contacted Advanced Soars Engineering group to verify the status of the engineering issues.

He also reported he is working with the Authority and the City of Bridgeton to locate and finalize the easement and prepare a description for the access to the solar project.

#### **Auditor**

Mr. Testa noted that he has begun planning and performing preliminary procedures on the 2018 Audit. We met with the Business Administrator today to plan fieldwork for the Audit. We will begin fieldwork once the records are complete and ready to be audited.

#### **General Counsel**

Mr. Grace noted that he along with Director Errickson, our solar consultant and engineer appeared before the Bridgeton City Council Tuesday evening for the purpose of addressing the land use easement issue of which we discussed at the last meeting. The results of our meeting were positive, and we anticipate this matter obtaining full approval of City Council at one of the meetings on February 5<sup>th</sup> so as to resolve this issue in full.

Mr. Grace stated that with respect to the matter involving Lance Electric, we are in the discovery phase and I have obtained in excess of 1,000 documents from the document production request that we made on Bondex. We are in the process of responding to a discovery request by other parties to the litigation and will continue to update us 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 (2994) APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR CLEANING AND REMOVAL OF CONTENTS FROM PRIMARY DIGESTER AND STORAGE TANK offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

**Treasurers Report,**

Revenue Account	\$21,931.22
Operating Account	2,073,858.85
Petty Cash	500.00
Sensor Account	8,430.02
General Account	5,785,365.84
Plant Reconstruction/Replacement	2,386,163.36
User Revenue Reserve	548,686.66
Trust Account	2,457,710.69
Total Cash Position	\$13,282,646.64

Treasurer Ed Bethea reported that the bills submitted for payment today for the Operating Account total \$406,444.87. 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 (2995) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked all of our employees and staff for their hard work. He wished a Happy and Healthy New Year to all.

**Commissioners-Public Remarks**


Commissioner VanSant offered a welcome to our new Engineer Hugh Dougherty.

Nancy Ridgeway inquired as to the ownership of the land and solar panels. Director Errickson answered her questions as to the ownership of both the land and solar panels once they are installed.

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 February 21, 2019, 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	RESOLUTION #2994
ANGELIA EDWARDS	X				Offered By Wasserman
WILLIAM ANDRE	X				
ZARKO RAJACICH				X	Seconded By Young
DOUG VANSANT	X				Dated January 17, 2019
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING  
ADVERTISEMENT FOR BIDS FOR CLEANING AND REMOVAL OF CONTENTS  
FROM PRIMARY DIGESTER AND STORAGE TANK

WHEREAS, the Authority's Executive Director has prepared and submitted, at this meeting, certain Specifications for the Cleaning and Removal of Contents from Primary Digester and Storage Tank, as more fully appears in said Specifications; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications.

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 Executive Director, be and the same are hereby approved.
2. That this Authority advertise for and accept bids for the Cleaning and Removal of Contents from Primary Digester and Storage Tank, 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, January 17, 2019 at 4:30 p.m. prevailing time.

DATED: JANUARY 17, 2019

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION #2995
WILLIAM ANDRE	X				Offered By Wasserman
ZARKO RAJACICH				X	Seconded By Young
DOUG VANSANT	X				Dated January 17, 2019
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 \$406,444.87 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: January 17, 2019

## CUMBERLAND COUNTY UTILITIES AUTHORITY

January 2019 Bill List

CHECK #	VENDOR #	VENDOR NAME	AMOUNT
030996	497	ACE PLUMBING &	871.64
030997	1119	ADLER TANK RENTALS, LLC	547.00
030998	1079	ALS GROUP USA CORP	1,199.00
030999	242	AMAZON	299.49
031000	1120	APPLIED INDUSTRIAL TECHNOLOGIES	81,575.00
031001	1084	ARCHER & GREINER P.C.	1,040.00
031002	813	ASH LANE FARM INC	3,575.00
031003	26	ASSOCIATION OF ENVIR AUTH	5,200.00
031004	1	ATLANTIC CITY ELECTRIC	30,975.50
031005	30	ATLANTIC COUNTY UTILITIES	53.60
031006	824	BOTTINO'S SUPERMARKETS	25.65
031007	822	BRIDGETON AREA CHAMBER OF COMMERCE	1,000.00
031008	46	BRIDGETON CITY OF	3,587.59
031009	46	BRIDGETON CITY OF	1,161.00
031010	50	BRIDGETON P & H SUPPLY	776.98
031011	1054	BW STETSON LLC	46.43
031012	784	C & H DISPOSAL SERVICE	9,210.00
031013	207	C & J ELECTRONICS	26.57
031014	864	CATERINA SUPPLY INC	135.20
031015	1108	CINTAS CORPORATION #100	359.86
031016	278	CINTAS FIRST AID & SAFETY LOC #105	72.37
031017	1076	CITY OF BRIDGETON FIRE DEPARTMENT	490.00
031018	931	COLONIAL ELECTRIC SUPPLY CO. INC	167.00
031019	276	COMCAST CABLE	499.00
031020	998	CORROSION PRODUCTS & EQUIPMENT	479.41
031021	579	CUMBERLAND ADVISORS INC	5,158.00
031022	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	1,477.19
031023	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	650.00
031024	111	CUMBERLAND VALVE INC	215.99
031025	959	DELCORA	8,353.80
031026	991	DHR ASSOCIATES	1,008.75
031027	115	DMC TEXTILES	467.00
031028	980	DOMINIC BUIRCH	63.16
031029	162	DOR FIRE EQUIPMENT LLC	1,620.00
031030	1021	E-Z PASS	3,000.00
031031	53	ELMER DOOR CO., INC	1,450.00
031032	294	EUROFINS Q. C. INC.	450.00
031033	850	F & H SUPPLY INC	245.00
031034	189	FRED HARZ AND SON	159.48
031035	1099	GABRIELLI KENWORTH OF NEW JERSEY, LLC	121,812.48
031036	470	GODWIN PUMPS OF AMERICA	60.00
031037	1009	GRACE MARMERO & ASSOCIATES, LLP	528.00
031038	373	GROFF TRACTOR NJ LLC	280.90
031039	185	HACH COMPANY	755.00
031040	827	HARRIS COMPUTER SYSTEM	9,208.23
031041	777	HEALTH & SAFETY SERVICES UNLIMITED	127.00
031042	644	HOME DEPOT CREDIT SERVICE	33.94
031043	345	INSPIRA HEALTH NETWORK URGENT CARE	200.00
031044	997	JAMES K. GRACE, ESQUIRE	576.00
031045	213	JOHNSON & TOWERS INC.	690.85
031046	1026	KDI	765.00
031047	975	LAWSON PRODUCTS INC	339.92
031048	1078	MAIN POOL & CHEMICAL COMPANY INC.	1,520.70
031049	234	MAJOR PETROLEUM	2,867.22
031050	528	ONE CALL CONCEPTS	71.25
031051	94	PERFECTO PRINTING & GRAPHICS	98.00
031052	73	PETTY CASH	217.35
031053	514	POLYDYNE INC.	7,832.88
031054	224	ROBERTS OXYGEN	137.64

031055	453	ROSS ENVIRONMENTAL SOLUTIONS INC	1,227.40
031056	619	SHERWIN-WILLIAMS CO.	241.66
031057	1104	SHI INTERNATIONAL CORP	1,203.77
031058	344	SOUTH JERSEY GAS COMPANY	5,326.03
031059	268	STATE OF NEW JERSEY	66,862.39
031060	1011	STEPHANIE MICK	135.00
031061	656	STEWART BUSINESS SYSTEMS INDUSTRIES	92.52
031062	728	TD WEALTH MANAGEMENT	11,050.00
031063	886	TERRIGNO'S FAIRFIELD INN	543.77
031064	33	TREASURER, STATE OF NEW JERSEY	200.00
031065	808	VANMETER'S LANDSCAPING	180.00
031066	255	VERIZON	247.00
031067	40	VERIZON WIRELESS	531.08
031068	182	W. W. GRAINGER INC.	20.81
031069	151	W.B. MASON	353.22
031070	1024	WILLIAMS AUTO PARTS - NAPA	881.20
031071	408	WILLIER ELECTRIC MOTOR	1,535.00
			<u>\$406,444.87</u>

ATTEST:

CUMBERLAND COUNTY UTILITIES AUTHORITY

By Charles K. Hill

Charles K. Hill, Secretary

By Albert Jones

Albert Jones, Chairperson