

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
APRIL 18, 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 OF MARCH 21, 2019
6. REPORTS
 - A. EXECUTIVE 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 TO EXTEND THE CONTRACT WITH C & H DISPOSAL SERVICE FOR SLUDGE AND SOLID WASTE HAULING SERVICES
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. POSSIBLE EXECUTIVE SESSION FOR LEGAL REASONS WITH NO ACTION PLANNED
13. ADJOURNMENT

HAVE A HAPPY EASTER & PASSOVER!

CUMBERLAND COUNTY UTILITIES AUTHORITY

April 18, 2019

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday April 18, 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
Angelia Edwards, Commissioner
Zarko Rajacich, Commissioner
Doug VanSant, Commissioner
Jerry Young, Commissioner
James Grace, General Counsel
Steve Testa, Auditor
Glenn Miller, Engineer
C. Kenneth Hill, Secretary
Edward Bethea, Treasurer
G. Steven Errickson, Director
Daniel Jefferson, Deputy Director
Stephanie Mick, Assistant Secretary/Treasurer
Dominic Buirch, Business Administrator
Robert Carlson

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 William Andre was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of March 21, 2019. Motion was made by Commissioner Rajacich, seconded by Commissioner Young and carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the March 2019 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 our effluent discharge limits in the single digits. Overall the plant is running well, and we are consistently producing more methane than in past years.

Director Errickson noted that the Upper Deerfield Pump Station # 6 is running well, and that Pennoni Engineering was on site on Wednesday April 17, 2019 to perform a simulated power failure. This was performed as a shake down before the official inspection by NJDEP of the project. All systems were checked and rechecked and passed 100% by Pennoni. Ed Kispert from NJDEP will be on site at the end of this month and will perform the final inspection for this project.

Director Errickson reported that the solar project is moving forward but we have heard from BPU that SREC program is changing sometime soon. What this may mean to the CCUA Solar Project we are not sure of at this point. We have been in close contact with our developer Advance Solar, and Senator Sweeney's office and BPU (Board of Public Utilities) in order to monitor the situation. While SREC program as we know it is going

away, (BPU) says they are replacing it with something better. We just don't know what that something better may be. Will keep everyone updated as information becomes available.

The Director reported that we are getting ready to start the Digester Cleaning and Storage Tank Cleaning next month. Our plant personnel have been working very hard getting ready and pre-staging for the work to begin.

Director Errickson also reported that the new county jail project is moving forward very quickly now. Drawings are being finalized and CCUA has been meeting with Fralinger Engineering to work out details that concern the CCUA. Estimated flows are approximately 44,000 GPD which is calculated using formula of 352 beds times 125 GPD per bed that determines flow rate. The new jail will be a state-of-the-art facility with all the best and latest design features, security and otherwise.

Director Errickson reported that with our current sludge management operations, we have been able to maintain the appropriate sludge inventory levels. All sludge is currently being hauled to DELCORA for disposal. Four loads a day are being hauled internally with C&H providing assistance when needed.

The Director also noted operations has pumped down the north primary so that the tank can be prepared for the floor coating repairs.

Tri State Painting has completed the caulking repairs to the east and west equalization tanks.

On March 28, 2019 the Authority received an inspection from the NJDEP Air Quality Department. The minor issues that were noted are being addressed and corrected.

Confined space and right to know training were provided to all applicable employees.

The Federal Prison Pump Station is currently in by-pass as the pump replacement project moves forward. The rebuilt pump has been installed and we are currently waiting for the wet well to be vacuumed out prior to placing the station back on line.

The grinder located at Southwood's Prison is scheduled to be replaced this week.

The Upper Deerfield Pump Station is completed, and the station is currently awaiting final approvals from the NJEIT.

The Authority is currently in the process of renewing all the Industrial Pretreatment Permits for all six current permittees. Permit renewal applications will be sent out this month.

He also noted that we have one resolution today to Extend the contract with C&H Disposal Service for sludge and solid waste hauling services.

He also noted a need for a closed session today to discuss a possible legal matter with no action being taken.

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

Engineer

The engineer reported on Sewer Plant issues:

WWTP Headworks Grit System and Screening Replacement: met with equipment sales representative and vendor on March 6, 2019 to discuss the latest pricing for proposed equipment, an alternate cost-effective design work scope, and equipment layout. Pennoni to discuss with vendor and provide to Authority a cost comparison analysis for proposed equipment reflecting equipment installed with and without redundancy to the headworks, Pennoni to schedule a meeting for May.

Digesters and Storage Tanks Cleanout: two (2) proposals received February 14, 2019. Contract was awarded to Spectraserv, Inc. of Kearny, NJ for base bid amount of \$ 271,000 on February 21, 2019. Pennoni to assist Authority with scope of work for tank inspections.

EQ Tank: Pennoni investigating structural issues observed in the tank wall. Pennoni performed site visit to inspect structural issues associated with EQ Tank on March 12, 2019. Pennoni preparing a condition assessment report of the EQ tank. Pennoni submitted to the Authority a condition assessment report on the EQ tank dated April 11, 2019. Pennoni to conduct a material testing petrographic survey.

Pennoni assisting Authority with review of pump station design.

Other Projects or Issues:

Solar Project: Pennoni assisting the Authority with Advanced Solar Agreement and easement issues. Pennoni is working with the Authority reviewing Capital Budget Project needs.

Maps/Plans

Pennoni obtained existing Plant Drawings. Plans have been scanned and placed on a file sharing site. Pennoni to update/obtain design and as-built drawings (public and private) and record as needed. Pennoni obtained existing Pump Station Drawings to be scanned and placed on file sharing site.

Auditor

Mr. Testa stated that he has been working on the 2018 Audit. He has also been awaiting the GASB 68 Pension Reports from the State of New Jersey, and new for this year, the GASB 75 Other Post-Employment Benefits report from the State of New Jersey (health benefits) to be able to complete the Audit. We will keep the Authority informed as to the progress of the Audit and the financial statements.

General Counsel

Mr. Grace noted the matter of the Solar Project, there was no new information to report at this time.

As it relates to the matter of 573 Shiloh Pike in Hopewell Township, the same has been settled and a check in the amount of \$ 1,483. has been remitted to the Executive Director in full satisfaction of the matter. This matter is now considered closed.

Mr. Grace stated that with respect to the matter involving Lance Electric, we are in the midst of the discovery phase. To this point, we have only dealt with procedural and housekeeping issues. It appears that the depositions will occur in June or July. He 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 (3006) TO EXTEND THE CONTRACT TO C&H DISPOSAL SERVICE FOR SLUDGE AND SOLID WASTE HAULING SERVICES offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$5,638.53
Operating Account	2,226,700.94
Petty Cash	500.00
Sensor Account	8,430.95
General Account	6,010,011.06
Plant Reconstruction/Replacement	2,405,684.55
User Revenue Reserve	551,471.48
Trust Account	2,060,891.83
Total Cash Position	\$13,269,329.34

Treasurer Edward Bethea reported that the bills submitted for payment today for the Operating Account total \$314,608.14. 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 (3007) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Young, seconded by Commissioner Edwards and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked all of our employees and staff for their hard work. He also wished everyone a Happy Easter and Happy Passover to all. He also reminded everyone to complete their financial disclosure forms.

Commissioners-Public Remarks

There were no comments offered by the Commissioners or the public.

Commissioner VanSant offered a motion, seconded by Commissioner Young and carried unanimously to enter into an executive session for legal issues.

After the meeting was re-opened all visitors were invited back into the meeting.

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 May 16, 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

C. Kenneth Hill, Secretary

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # <u>3006</u>
WILLIAM ANDRE					Offered By <u>Wasserman</u>
ZARKO RAJACICH	X				Seconded By <u>Young</u>
DOUG VANSANT	X				Dated <u>April 18, 2019</u>
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION TO EXTEND THE CONTRACT TO C & H DISPOSAL SERVICE FOR SLUDGE AND SOLID WASTE HAULING SERVICES

WHEREAS, the Cumberland County Utilities Authority entered into a contract on June 1, 2017 with C & H Disposal Service for sludge and solid waste hauling services in accordance with the specifications on file at its Sewerage Treatment Plant; and

WHEREAS, the Specifications for this contract provide that it may be extended for additional period, up to twenty-four (24) months, provided that the same terms and conditions apply plus a one-time Consumer Price Index (CPI) adjustment; and

WHEREAS, C & H Disposal Service has indicated that the terms and conditions with a CPI of the existing contract are acceptable for an additional two (2) year; and

WHEREAS, the Authority has been satisfied with the services rendered by C & H Disposal Service; and

WHEREAS, the Authority's Executive Director recommends that a Contract extension be awarded to C & H Disposal Service, 47 Griers Lane, Elmer, NJ 08318, with the following conditions; \$250.00 Sludge Cake per bin, \$0.067 Liquid Sludge per gallon, \$0.105 alternate disposal and \$150.00 for Solid Waste per bin.

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

1. That the Authority extend a contract to C & H Disposal Service, 47 Griers Lane, Elmer, NJ 08318, with the same terms and conditions plus CPI of the existing contract, for an additional twenty-four (24) month period, terminating May 31, 2021.
2. That the proper officers of this Authority be, and they are hereby authorized and directed to execute the Contract hereby awarded.

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, April 18, 2019 at 4:30 p.m. prevailing time.

DATED: **APRIL 18, 2019**

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION #3007
ANGELIA EDWARDS	X				Offered By Young
WILLIAM ANDRE				X	Seconded By Edwards
ZARKO RAJACICH	X				Dated April 18, 2019
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 \$314,608.14 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: April 18, 2019

CUMBERLAND COUNTY UTILITIES AUTHORITY

April 2019 Bill List

CHECK #	VENDOR #	VENDOR NAME	AMOUNT
031235	1119	ADLER TANK RENTALS, LLC	1,674.00
031236	1079	ALS GROUP USA CORP	1,090.00
031237	242	AMAZON	1,405.34
031238	1074	AMERICAN AQUATIC TESTING, INC.	1,000.00
031239	813	ASH LANE FARM INC	12,512.50
031240	1	ATLANTIC CITY ELECTRIC	29,860.44
031241	30	ATLANTIC COUNTY UTILITIES	269.20
031242	824	BOTTINO'S SUPERMARKETS	36.78
031243	46	BRIDGETON CITY OF	3,876.59
031244	50	BRIDGETON P & H SUPPLY	159.67
031245	56	BULB WORLD ELECTRICAL	1,393.50
031246	1054	BW STETSON LLC	51.43
031247	784	C & H DISPOSAL SERVICE	9,380.00
031248	1131	CCIA IBS / NAPA	1,393.74
031249	74	CEDARVIEW KENNEL	35.00
031250	1108	CINTAS CORPORATION #100	237.90
031251	278	CINTAS FIRST AID & SAFETY LOC #105	42.21
031252	931	COLONIAL ELECTRIC SUPPLY CO. INC	2,413.56
031253	276	COMCAST CABLE	499.20
031254	998	CORROSION PRODUCTS & EQUIPMENT	20.96
031255	613	CRUZANS FREIGHTLINER	682.46
031256	579	CUMBERLAND ADVISORS INC	5,178.21
031257	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	747.87
031258	103	CUMBERLAND COUNTY IMPROVEMENT AUTH	4,000.00
031259	111	CUMBERLAND VALVE INC	3.84
031260	1060	DELAWARE RIVER BASIN COMMISSION	842.00
031261	124	DELVAL BALANCE SERVICE CO	395.00
031262	115	DMC TEXTILES	552.00
031263	980	DOMINIC BUIRCH	312.08
031264	1012	DON B FRANKS	1,350.00
031265	1012	DON B FRANKS	2,717.76
031266	1012	DON B FRANKS	1,568.00
031267	1021	E-Z PASS	1,500.00
031268	938	EDWARD HORNER III	523.13
031269	294	EUROFINS Q. C. INC.	360.00
031270	850	F & H SUPPLY INC	64.94
031271	1068	FRED SCIOLI	400.00
031272	800	GENERAL SPRING SERVICE	748.00
031273	1125	GLOBAL FURNITURE GROUP	55,111.90
031274	187	H. H. BROTHERS HANKINS	157.90
031275	644	HOME DEPOT CREDIT SERVICE	98.10
031276	345	INSPIRA HEALTH NETWORK URGENT CARE	185.00
031277	331	J. T. SEELEY CO. INC.	23.00
031278	997	JAMES K. GRACE, ESQUIRE	1,833.00
031279	997	JAMES K. GRACE, ESQUIRE	1,704.00
031280	997	JAMES K. GRACE, ESQUIRE	900.00
031281	1087	JAN-PRO CLEAINING SYSTEMS OF THE DELAWARE VALLEY	823.00
031282	1118	LAURANT CONSTRUCTION CO., INC.	34,600.00
031283	975	LAWSON PRODUCTS INC	449.03
031284	301	LEE RAIN INC.	180.00
031285	747	LEE WAYNE BUIRCH JR.	107.00
031286	1078	MAIN POOL & CHEMICAL COMPANY INC.	1,726.20
031287	234	MAJOR PETROLEUM	4,280.58
031288	1048	MIRACLE CHEMICAL CO.	4,914.00
031289	845	NEW ENGLAND WATER WORKS ASSOCIATION	435.00
031290	448	NICHOLAS ESPOSITO, 3RD	400.00
031291	870	NJWEA	340.00
031292	528	ONE CALL CONCEPTS	42.16
031293	674	PENDERGAST SAFETY EQUIPMENT COMPANY	319.99

031294	1025	PENNONI	13,678.38
031295	73	PETTY CASH	331.30
031296	514	POLYDYNE INC.	7,832.88
031297	340	PRINT SIGNS AND DESIGNS	35.00
031298	510	PTP CONSULTING INC	2,200.00
031299	410	RAMS, INC	425.00
031300	739	RICHARD BROWN	600.00
031301	224	ROBERTS OXYGEN	221.42
031302	312	ROMANO HEARING TESTA & KNORR	988.50
031303	322	RUTGERS STATE UNIVERSITY	700.00
031304	130	SAFELITE FULFILLMENT INC.	84.97
031305	1104	SHI INTERNATIONAL CORP	193.10
031306	1132	SKYBITZ, INC.	87.00
031307	344	SOUTH JERSEY GAS COMPANY	5,560.64
031308	268	STATE OF NEW JERSEY	66,862.39
031309	268	STATE OF NEW JERSEY	212.21
031310	35	THE GALLERY COLLECTION	135.52
031311	205	TRACTOR SUPPLY INC	211.92
031312	1130	TRISTATE PAINTING & WALLCOVERING	11,000.00
031313	255	VERIZON	186.19
031314	151	W.B. MASON	235.19
031315	1134	WELDY LANDSCAPING	240.00
031316	1024	WILLIAMS AUTO PARTS - NAPA	286.83
031317	1005	XEROX CORP	700.54
031318	1063	XS HYDRAULICS, LLC	125.78
031319	1055	XYLEM DEWATERING SOLUTIONS, INC	3,546.21
			<u>\$ 314,608.14</u>

ATTEST:

CUMBERLAND COUNTY UTILITIES AUTHORITY

By Charles K Hill

Charles K. Hill, Secretary

By Albert Jones

Albert Jones, Chairperson