

**AGENDA**  
**CUMBERLAND COUNTY UTILITIES AUTHORITY**  
**MARCH 21, 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 FEBRUARY 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 – (NO PLANNED RESOLUTIONS)
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. EXECUTIVE SESSION FOR LEGAL REASONS WITH NO ACTION PLANNED
13. ADJOURNMENT

## CUMBERLAND COUNTY UTILITIES AUTHORITY

March 21, 2019

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday March 21, 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

Zarko Rajacich, Commissioner

Doug VanSant, Commissioner

Jerry Young, Commissioner

James Grace, General Counsel

Hugh J. Dougherty, Engineer

C. Kenneth Hill, Secretary

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 Angelia Edwards was recorded as an excused absence.

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

Chairman Jones called for reports.

### **REPORTS:**

#### **Director**

Director Errickson submitted the February 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.

Director Errickson noted that the Upper Deerfield Pump Station # 6 is running well, and that Pennoni Engineering is checking all aspects of the project so as to prepare for final inspection by NJDEP and Ed Kispert. This should take place very soon.

Director Errickson reported that he attended the NJ State Chamber of Commerce meeting in Washington DC this month. Several people were able to meet with our new Congressman Jeff VanDrew in his new office in the Cannan Office Building. It was a great opportunity to meet with our congressman for about an hour and congratulate him and to discuss important issues important to Cumberland County, City of Bridgeton and the Authority. Governor Murphy also attended the conference and he was able to speak with him briefly regarding some of the good things taking place here at our Authority such as energy savings thru energy audit, Solar Project and green energy. Also discussed was the new loan program for Authorities.

The Director also noted that we have a signed contract agreement with Advance Solar The Authority has received all the money that we billed Advance Solar in development costs.

The Director reported that Advance Solar has an issue with BPU and the Murphy administration concerning SREC and how they are paid. There is an agreement by the Murphy administration with all the solar developers in NJ that was signed some time ago. The issue now is that the BPU has a slightly different understanding of that agreement. This issue is the developer's responsibility and needs to be worked out by them. We hope to have more details in the next few weeks. On a positive note Advance Solar has been on site and has completed soil borings and stake test.

Director Errickson also reported that he attended the AEA Convention in Atlantic City this month. There were a number of good speakers and great topics were discussed. The one that perhaps most affects our Authority was presented by David Zimmer who is with NJDEP. Mr. Zimmer and five others on the panel discussed a new funding mechanism for Authorities with a low interest rate. It is set up as a revolving account and will make borrowing easier and less expensive. Right now, they are flush with funds and are eager to make loans for projects with Authorities. We plan to invite in the very near future Mr. Zimmer and his group to visit the Authority and discuss in detail this new program.

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 completed cleaning the north and south equalization tanks and will begin the process of evaluation and then repairing the structural issues with the walls.

On February 21, 2019 the Authority met with Ed Zalewski to discuss the planned head structure upgrades which will include changes to the grit removal system and improved bar screen

On March 11, 2019 the Authority met with the City of Bridgeton to discuss the planned replacement of the bridge located on Mayor Aitken Drive.

Contractors have begun the process of replacing the roofs at the chlorine building and the secondary sludge building.

On February 26, 2019 the Authority met with Simpson and Brown, Inc. as well as Quad Construction, Inc. to discuss the installation of the new flare system.

The Federal Prison Pump Station is currently in by-pass as the pump replacement project moves forward.

The Authority is currently in the process of renewing all the Industrial Pretreatment Permits for all six current permittees.

He also noted that we have no resolutions 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, 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 has begun preliminary design.

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 contacted the local Sika representative to review the clarifier coating issues. Pennoni to review findings and recommendations with the Authority.

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 was absent and offered no report.

#### **General Counsel**

Mr. Grace noted the matter of the Solar Project, we were successful to obtain a fully executed easement from the City of Bridgeton related to the properties, across which solar infrastructure may be built either above ground, below ground or on the ground. This easement shall run with the land. This is a positive step in the direction towards the completion of this project. We will continue to update you as new information becomes available.

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. I 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**

There were no resolutions presented at this meeting.

**Treasurers Report,**

|                                  |                 |
|----------------------------------|-----------------|
| Revenue Account                  | \$1,888,343.46  |
| Operating Account                | 1,099,076.87    |
| Petty Cash                       | 500.00          |
| Sensor Account                   | 8,430.63        |
| General Account                  | 5,963,499.86    |
| Plant Reconstruction/Replacement | 2,398,907.58    |
| User Revenue Reserve             | 551,460.86      |
| Trust Account                    | 2,200,965.75    |
| Total Cash Position              | \$14,111,185.01 |

Assistant Treasurer Stephanie Mick reported that the bills submitted for payment today for the Operating Account total \$345,163.88. 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 (3005) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Andre, seconded by Commissioner VanSant 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.

**Commissioners-Public Remarks**

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

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 18, 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 #3005     |
|-----------------|-----|-----|---------|--------|----------------------|
| ANGELIA EDWARDS |     |     |         | X      | Offered By Andre'    |
| WILLIAM ANDRE   | X   |     |         |        | Seconded By VanSant  |
| ZARKO RAJACICH  | X   |     |         |        | Dated March 21, 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 \$345,163.88 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 21, 2019

## CUMBERLAND COUNTY UTILITIES AUTHORITY

March 2019 Bill List

| CHECK # | VENDOR # | VENDOR NAME                                      | AMOUNT    |
|---------|----------|--|-----------|
| 031154  | 1033     | CAESARS  | 1,164.00  |
| 031156  | 1119     | ADLER TANK RENTALS, LLC                          | 1,512.00  |
| 031157  | 1079     | ALS GROUP USA CORP                               | 1,077.00  |
| 031158  | 1120     | APPLIED INDUSTRIAL TECHNOLOGIES                  | 77,125.50 |
| 031159  | 1084     | ARCHER & GREINER P.C.                            | 1,380.00  |
| 031160  | 813      | ASH LANE FARM INC                                | 10,367.50 |
| 031161  | 26       | ASSOCIATION OF ENVIR AUTH                        | 2,170.00  |
| 031162  | 1        | ATLANTIC CITY ELECTRIC                           | 29,782.38 |
| 031163  | 46       | BRIDGETON CITY OF                                | 123.39    |
| 031164  | 50       | BRIDGETON P & H SUPPLY                           | 461.50    |
| 031165  | 1054     | BW STETSON LLC                                   | 36.43     |
| 031166  | 784      | C & H DISPOSAL SERVICE                           | 12,250.00 |
| 031167  | 207      | C & J ELECTRONICS                                | 30.39     |
| 031168  | 622      | CHEMSEARCH FE DIVISION OF NCH CORPORATION        | 317.35    |
| 031169  | 1108     | CINTAS CORPORATION #100                          | 237.90    |
| 031170  | 278      | CINTAS FIRST AID & SAFETY LOC #105               | 75.81     |
| 031171  | 931      | COLONIAL ELECTRIC SUPPLY CO. INC                 | 284.81    |
| 031172  | 276      | COMCAST CABLE                                    | 499.20    |
| 031173  | 1015     | COMMONWEALTH OF PENNSYLVANIA                     | 250.00    |
| 031174  | 998      | CORROSION PRODUCTS & EQUIPMENT                   | 480.00    |
| 031175  | 613      | CRUZANS FREIGHTLINER                             | 3,191.20  |
| 031176  | 103      | CUMBERLAND COUNTY IMPROVEMENT AUTH               | 1,183.74  |
| 031177  | 110      | CUMBERLAND TIRE CENTER                           | 1,034.24  |
| 031178  | 1129     | DAILY JOURNAL                                    | 77.76     |
| 031179  | 959      | DELCORA  | 10,309.65 |
| 031180  | 115      | DMC TEXTILES                                     | 400.00    |
| 031181  | 1021     | E-Z PASS   | 1,500.00  |
| 031182  | 531      | ERA  | 541.98    |
| 031183  | 294      | EUROFINS Q. C. INC.                              | 180.00    |
| 031184  | 850      | F & H SUPPLY INC                                 | 712.10    |
| 031185  | 826      | FEDEX  | 133.24    |
| 031186  | 161      | FISHER SCIENTIFIC                                | 418.90    |
| 031187  | 636      | FLEET PRIDE INC                                  | 445.40    |
| 031188  | 364      | G. STEVEN ERRICKSON                              | 581.33    |
| 031189  | 1046     | GPANJ, INC                                       | 100.00    |
| 031190  | 1009     | GRACE MARMERO & ASSOCIATES, LLP                  | 336.00    |
| 031191  | 793      | H & R HARDWARE & GARDEN CENTER                   | 9.96      |
| 031192  | 187      | H. H. BROTHERS HANKINS                           | 2,107.19  |
| 031193  | 827      | HARRIS COMPUTER SYSTEM                           | 1,061.37  |
| 031194  | 1030     | HERITAGE CRYSTAL CLEAN LLC                       | 475.45    |
| 031195  | 644      | HOME DEPOT CREDIT SERVICE                        | 223.78    |
| 031196  | 345      | INSPIRA HEALTH NETWORK URGENT CARE               | 120.00    |
| 031197  | 331      | J. T. SEELEY CO. INC.                            | 1,116.00  |
| 031198  | 997      | JAMES K. GRACE, ESQUIRE                          | 1,833.00  |
| 031199  | 997      | JAMES K. GRACE, ESQUIRE                          | 3,024.00  |
| 031200  | 1087     | JAN-PRO CLEAINING SYSTEMS OF THE DELAWARE VALLEY | 546.00    |
| 031201  | 157      | JOSEPH FAZZIO INC.                               | 1,377.81  |
| 031202  | 975      | LAWSON PRODUCTS INC                              | 275.38    |
| 031203  | 1078     | MAIN POOL & CHEMICAL COMPANY INC.                | 972.70    |
| 031204  | 234      | MAJOR PETROLEUM                                  | 7,601.84  |
| 031205  | 81       | MAX COMMUNICATIONS INC                           | 1,230.00  |
| 031206  | 241      | MCMASTER-CARR SUPPLY CO                          | 416.94    |
| 031207  | 47       | NJ ADVANCE MEDIA                                 | 181.85    |
| 031208  | 528      | ONE CALL CONCEPTS                                | 44.88     |
| 031209  | 1025     | PENNONI  | 8,644.68  |
| 031210  | 73       | PETTY CASH                                       | 105.23    |
| 031211  | 562      | PIPCO TRANSPORTATION INC                         | 575.05    |
| 031212  | 510      | PTP CONSULTING INC                               | 225.00    |
| 031213  | 739      | RICHARD BROWN                                    | 112.00    |

|        |      |  |                             |
|--------|------|--|-----------------------------|
| 031214 | 224  | ROBERTS OXYGEN                         | 161.42                      |
| 031215 | 312  | ROMANO HEARING TESTA & KNORR           | 31,047.00                   |
| 031216 | 321  | RUTGERS THE STATE UNIVERSITY           | 478.00                      |
| 031217 | 1104 | SHI INTERNATIONAL CORP                 | 297.00                      |
| 031218 | 1018 | SIGMA CONTROLS INC                     | 1,081.15                    |
| 031219 | 344  | SOUTH JERSEY GAS COMPANY               | 6,323.73                    |
| 031220 | 268  | STATE OF NEW JERSEY                    | 66,862.39                   |
| 031221 | 1011 | STEPHANIE MICK                         | 63.48                       |
| 031222 | 204  | TELEDYNE ISCO INC                      | 458.00                      |
| 031223 | 205  | TRACTOR SUPPLY INC                     | 638.97                      |
| 031224 | 33   | TREASURER, STATE OF NEW JERSEY         | 1,375.00                    |
| 031225 | 469  | USABUEBOOK                             | 2,440.04                    |
| 031226 | 255  | VERIZON                                | 186.63                      |
| 031227 | 40   | VERIZON WIRELESS                       | 1,012.38                    |
| 031228 | 182  | W. W. GRAINGER INC.                    | 277.76                      |
| 031229 | 151  | W.B. MASON                             | 529.58                      |
| 031230 | 1024 | WILLIAMS AUTO PARTS - NAPA             | 685.98                      |
| 031231 | 409  | WILWYNN ANIMAL HOSPITAL                | 258.17                      |
| 031232 | 1005 | XEROX CORP                             | 112.35                      |
| 031233 | 1055 | XYLEM DEWATERING SOLUTIONS, INC        | 3,083.00                    |
| 031234 | 550  | CUMBERLAND COUNTY INSURANCE COMMISSION | 34,741.04                   |
|        |      |  | <u><u>\$ 345,163.88</u></u> |

ATTEST:

CUMBERLAND COUNTY UTILITIES AUTHORITY

By Charles K. Hill  
Charles K. Hill, Secretary

By Albert Jones  
Albert Jones, Chairperson