

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
NOVEMBER 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. MOTION TO OPEN THE MEETING TO THE PUBLIC FOR THE PURPOSE OF PRESENTING QUESTIONS OR COMMENTS RELATIVE TO ANY PROPOSED AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS
6. MOTION TO CLOSE THE PUBLIC HEARING ON ANY AMENDMENTS TO THE SEWER USE RULES & REGULATIONS
7. MOTION TO OPEN THE MEETING TO THE PUBLIC FOR THE PURPOSE OF PRESENTING THE QUESTIONS OR COMMENTS RELATIVE TO THE PROPOSED 2020 BUDGET
8. MOTION TO CLOSE THE PUBLIC HEARING OF THE 2020 BUDGET
9. MOTION TO RETURN TO THE REGULAR MEETING
10. MINUTES OF THE REGULAR MEETING & EXECUTIVE SESSION OF OCTOBER 17, 2019
11. 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
12. RESOLUTIONS –
 - A. RESOLUTION OF CCUA TO ISSUE PERMIT APPLICATION TO INNOVATION FOODS, LLC FOR THE INDUSTRIAL PERTREATMENT PROGRAM
13. TREASURER'S REPORT
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
14. CHAIRMAN'S REMARKS
15. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
16. PUBLIC PORTION
17. ADJOURNMENT

Have a Happy and Safe Thanksgiving!

Next Meeting Scheduled on Thursday, December 19, 2019.

CUMBERLAND COUNTY UTILITIES AUTHORITY

November 21, 2019

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday November 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

Angelia Edwards, Commissioner

Zarko Rajacich, Commissioner

Doug VanSant, Commissioner

Jerry Young, Commissioner

Glen Miller, Engineer

Steve Testa, Auditor

C. Kenneth Hill, Secretary

G. Steven Errickson, Director

Daniel Jefferson, Deputy Director

Robert Carlson, Resident Engineer

Dominic Buirch, Business Administrator

Stephanie Mick, Assistant Secretary/Treasurer

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.

Chairman Jones called for a motion to open the meeting for a Public Hearing for the purpose of questions or comments relative to any proposed amendments to the Sewer Use Rules and Regulations. Motion was offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

Chairman Jones called for any questions or comments at this time. Upper Deerfield resident Nancy Ridgeway came forward and thanked the Board for putting this information on the Authority Website. There being no others coming forward Chairman Jones called for a motion to close the Public Hearing on any amendments to the Sewer Use Rules and Regulations. Motion was offered by Commissioner Young, seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones then called for a motion to open a Public Hearing for any questions or comments relating to the proposed 2020 Budget. Motion was offered by Commissioner Young, seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones called for any questions or comments at this time. Nancy Ridgeway came forward and again thanked the Board for putting this information on the Authority Website. She also stated the Budget looked very good to her as the Budget for 2020 was less than the 2019 Budget. She also asked if the CCUA was going to be doing a shared service agreement with the CCIA for fleet service on our vehicles. Director Errickson informed her that the cost analysis done showed that it was still cheaper to us to perform service on our fleet. There being no others coming forward Chairman Jones called for a motion to close the Public Hearing on the proposed 2020 Budget. Motion was offered by Commissioner Young, seconded by Commissioner Edwards and carried unanimously at roll call.

Chairman Jones then called for a motion to return to our regular agenda. Motion was offered by Commissioner Young, seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting as well as the Executive Session of October 17, 2019. Motion was made by Vice-Chairman Wasserman, seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the October 2019 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The plant is experiencing colder temperatures currently. Operations has taken steps to mitigate the temperature effects, i.e. increased the solids inventory in the aeration basin and placed both contact basins online. As a result, the plant is operating well, and we are meeting our effluent discharge limits.

Director Errickson noted that as to the solar project, we received our Planning Board approval from the City of Bridgeton. We continue to work on getting our CAFRA permit from NJDEP. In the last couple of weeks, we have moved forward with that by fulfilling some of the required obligations. Advanced Solar and CCUA together have made arrangements to donate 2 park benches and 2 picnic tables to the City of Bridgeton. They will be installed at Veterans Memorial Park located along the Cohansey River. This will provide an area for the people fishing along the river a place to sit in comfort and a place to enjoy their lunch while fishing. The donation will also satisfy requirements of NJDEP in issuing CAFRA Permit needed for the Solar Project. Getting this permit is crucial to the project. Also Advanced Solar has been on site with their Engineers and Contractor working on a layout needed to plan directional boring for the running of Solar Electric line.

Director Errickson reported that our labor attorney has been on site to address an issue with respect to plant personnel involving two people. That is the reason for the closed session tonight with no action to be taken.

Director Errickson reported meeting with CCIA Engineering several times this month to address issues with "New Rutgers Innovation Center", regarding Oil/Water separator and placement of inspection manhole. We believe this issue has been resolved.

The Director also reported the Authority has resumed hauling two loads a day, of liquid sludge to DELCORA. All hauling is being done internally at this time.

Director Errickson also noted the following with regards to Operations and Maintenance:

The south aeration tank has been pumped down to allow for maintenance to perform necessary repairs and inspections.

Operations has discontinued pumping the scum pits down at the primary clarifier in an effort to isolate the source of rags causing the digester recirculation pump issue.

Simpson and Brown have completed the pressure test on the gas line for the new digester flare.

The City of Bridgeton assisted the Authority in vacuuming the duckweed off the south secondary clarifier.

The Authority has begun analyzing the digester sludge at various locations in an effort to optimize the digester performance.

The Authority is in the process of issuing new discharge permits for all of the industrial Pretreatment Users at this time. All the permittees have completed their discharge permit applications and the draft copies have been created and sent out. The Authority has also met with Ted Danforth and other representatives of Innovation Foods to discuss its permit application.

Management met with the planners of the proposed expansion at the Rutgers University Food Innovations site. The details of the expansion were discussed, and the Authority is currently calculating the connection fee.

The Director noted that we have one (1) resolutions on the agenda today.

Resolution "A" Authorizing Permit Application for Innovation Foods.

The Director also noted we have a need for Executive Session today dealing with personnel, with no action to be 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 Pennoni Engineering and the entire staff for their help in preparing this report.

Engineer

WWTP Headworks Grit System and Screening Replacement: Pennoni met with equipment sales vendor on latest proposed equipment layout on November 1. Manufacturer provided layout comments. Pennoni currently reviewing Manufacturer comments to incorporated into preliminary design layout for Authority's review. Anticipated Permit Schedule: Submit Application- February 2020; Receive Approval-May/June 2020. Anticipated Project Schedule: Advertise-February 2020; Receive Bids- March 2020/ Award- April 2020; Notice to Proceed construction-May/June 2020 (after receipt of TWA permit).

Digesters and Storage Tanks Cleanout: Pennoni assisted the Authority in performing a tank inspection on July 30, 2019 and August 8, 2019. Pennoni also inspected one Sludge Thickener at the request of the Authority. Pennoni prepared and submitted report to the Authority on September 18.

EQ Tank: Pennoni prepared and submitted a revised Condition Assessment report on the EQ Tank Structure with the petrograph survey test results for Authority's review on July 19.

Parking Lot Reconstruction: Contractor Ricky Slade Construction, Inc. in the contract amount of \$ 367,475.00.

Schedule: Notice to proceed-September 26, 2019, Contract end date-October 26, 2019.

Status: Milling and Paving of the lot is complete, payment application No. 1 has been submitted for approval. Punch list items are being addressed.

Pennoni assisted the Authority with plant structure elevations, as needed. A survey of the Primary and Secondary Clarifiers was completed on June 24, 2019.

The Upper Deerfield Pumping Station was completed and closed out with NJDEP in May.

Other Projects or Issues:

Mayor Aitken Forcemain: Pennoni to assist the Authority with Cumberland County's relocation of the Authority's existing forcemain project along Aitken Drive, as needed.

Pennoni to assist the Authority with the feasibility in accepting pretreated backwash water from Upper Deerfield Township, as needed.

Solar Project: Pennoni to assist the Authority, as needed.

Pennoni to work with the Authority in review of Capital Budget Projects, as needed.

Maps/Plans

Pennoni periodically scans and place into a file sharing site, The Authority's existing record plans for wastewater treatment plant, pump station, and sanitary sewers.

Pennoni to update/obtain design and as-built drawings (public and private) and record as needed.

Auditor

Mr. Testa reported that he provided assistance to management and staff with regard to the 2020 Budget. The Authority has received conditional State approval of the introduced Budget. Full approval is contingent upon the rate structure being approved, which happens in December. The Budget can be adopted at the December meeting.

Mr. Testa stated that he also completed and submitted to the Trustee the Secondary Market Disclosure report (a.k.a. Continuing Disclosure). The Trustee posted it on the EMMA website as required.

He also noted he provided assistance to management and staff as requested.

General Counsel

Mr. Grace was absent at this meeting but submitted his report which was read into the record by Chairman Jones. Pertaining to the Solar Project, as previously stated, the courtesy review was completed with no questions, comments or concerns by the Board, so the matter will move forward to the next stage. He will continue to update this Board as more information becomes available.

Mr. Grace reported as to the Lance Electric/Upper Deerfield Pump Station Upgrade, we were able to settle the matter with the bond company, the remaining parties are still embroiled in litigation. He is taking efforts to keep the CCUA from being re-embroiled in that litigation. However, he is participating in the proceedings in the case to ensure that the interests of the CCUA are protected. He will keep us updated as more information becomes available.

Mr. Grace also noted that he is in the process of continuing to review the status of any connection fees that are due and owing or will be due and owing to the CCUA. He will keep us updated as more 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 (3034) TO ISSUE A PERMIT APPLICATION OF INNOVATION FOODS, LLC FOR THE INDUSTRIAL PRETREATMENT PROGRAM offered by Commissioner Young, seconded by Commissioner Andre and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$ 80,855.87
Operating Account	1,752,294.13
Petty Cash	500.00
Sensor Account	8,431.87
General Account	5,862,862.68
Plant Reconstruction/Replacement	3,617,073.77
User Revenue Reserve	610,705.17
Trust Account	1,769,784.41
Total Cash Position	\$13,702,507.90

Assistant Treasurer Stephanie Mick reported that the bills submitted for payment today for the Operating Account total \$647,589.45 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 (3035) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried at roll call, with Commissioners Rajacich and VanSant both voting abstained.

Chairperson's Remarks

Chairman Jones thanked all of our employees and staff for their hard work. He also wished a Happy and Safe Thanksgiving to everyone.

Commissioners-Public Remarks

Commissioner Edwards informed the Board that she is still involved with Manna from Heaven and is looking for any turkey donations or other contributions. She extended a Happy Thanksgiving to all.

CCUA employee Marsha Jacobs came forward and passed out sealed envelopes to all Board members and wished a Happy Thanksgiving to everyone.

The Chairman called for a motion to enter into an Executive Session for matters dealing with Personnel, with no action to be taken. Motion was offered by Commissioner Andre, seconded by Commissioner Young and carried unanimously at roll call.

After returning from the Executive Session 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 December 19, 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>3034</u>
WILLIAM ANDRE	X				Offered By <u>Young</u>
ZARKO RAJACICH	X				Seconded By <u>Andre'</u>
DOUG VANSANT	X				Dated <u>November 21, 2019</u>
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO ISSUE A PERMIT APPLICATION OF INNOVATION FOODS, LLC FOR THE INDUSTRIAL PRETREATMENT PROGRAM

WHEREAS, the Cumberland County Utilities Authority, County of Cumberland and State of New Jersey (hereinafter the "Authority") shall periodically update a list of industrial users and notify such users of their status and of applicable discharge permit and pretreatment requirements as a result of such status; and

WHEREAS, all industrial users so notified must obtain an Industrial Waste Discharge Permit within ninety (90) days of notification and all new industrial users proposing to discharge to the Cohansey River Basin Sewer System shall first obtain an Industrial Waste Discharge Permit prior to any connection or discharge; and

WHEREAS, the Authority has received an application to issue an Industrial Waste Discharge Permit from Innovation Foods, LLC; and

WHEREAS, the Authority has reviewed the Innovation Foods, LLC's application in accordance with all applicable rules and regulations and has determined that Innovation Foods, LLC to be issued an Industrial Waste Discharge Permit.

NOW, THEREFORE BE IT RESOLVED, by the Authority, County of Cumberland and State of New Jersey, that the Authority has approved Innovation Food, LLC's permit application to the Industrial Waste Discharge Permit.

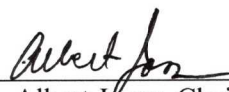
Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, November 21, 2019 at 4:30 p.m. prevailing time.

DATED: NOVEMBER 21, 2019

ATTEST:



C. Kenneth Hill, Secretary



Albert Jones, Chairman

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION #3035
WILLIAM ANDRE	X				Offered By Wasserman
ZARKO RAJACICH			X		Seconded By Young
DOUG VANSANT			X		Dated November 21, 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 \$647,589.45 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.

Cumberland County
Utilities Authority

DATED: November 21, 2019