

**AGENDA**  
**CUMBERLAND COUNTY UTILITIES AUTHORITY**  
**APRIL 16, 2020**

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 19, 2020
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**
  - # 3077 – RESOLUTION AUTHORIZING EMERGENCY MEASURES TO RESPOND TO THE COVID-19 PANDEMIC
  - # 3078 - RESOLUTION OF THE CCUA AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND AMEND AS NECESSARY THE POWER PURCHASE & LEASE AGREEMENTS AS WELL AS ELECTRIC TRANSMISSION EASEMENT WITH ADVICE FROM AUTHORITY COUNSEL

**TREASURER'S REPORT**

- A. CASH POSITION OF THE AUTHORITY
  - B. #3079 - RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
8. CHAIRMAN'S REMARKS
  9. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
  10. PUBLIC PORTION
  11. ADJOURNMENT

**CUMBERLAND COUNTY UTILITIES AUTHORITY**  
**April 16, 2020**

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday April 16, 2020 in the Meeting Room of the Operations Building and remotely via Zoom, 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, Commission  
Jerry Young, Commissioner  
C. Kenneth Hill, Secretary  
G. Steven Errickson, Director  
Edward Bethea, Treasurer  
James Grace, General Counsel  
Steve Testa, Auditor  
Hugh Dougherty, Engineer  
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 approve the minutes of the Regular Monthly Meeting of March 19, 2020. Motion was made by Commissioner Rajacich and seconded by Commissioner Andre and carried unanimously at roll call.

Chairman Jones called for reports.

## **REPORTS**

### **Director**

Director Errickson submitted the March 2020 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted the foaming issues in the aeration basins have cleared up and the plant is operating well with the proper dissolved oxygen levels. The plant effluent is very good, and no operational problems are present at this time.

Director Errickson reported that as to the Solar project, we are still waiting for CAFRA permit from NJDEP. They have 90 days to respond and it looks like they are to use all 90 days. May 15, 2020 I believe is the 90 days. Another issue is with the Board of Public Utilities (B.P.U.) and the fact they cut SREC 60% for schools, Industrial plants, County governments, and Utility Authorities and 40% for homeowners.

Solar developers have started to abandon projects and move to other states. I do not believe CCUA project is in jeopardy and that our project will continue to move forward. We are on the 2-yard line right now and ready to score a touchdown. When we get to Resolutions I will have more to say about our Solar Project.

The Director reported that the CCUA has no one out of work sick with the Corona Virus or anything else. We are at full staff. Everyone is following precautions and practice as prescribed by CDC Center of Disease Control. We have and are using plenty of disinfectant around the plant. We have masks on order and expect delivery early May. Purell, we have enough but not any extra. Disinfectant we have plenty to spare.

Director Errickson reported on the Upper Deerfield Nitrate issue. They continue to have issues with high nitrates at Love Lane station and also at Parsonage station, along with excess levels of Radon and Radionuclides. The issues continue to worsen as time goes on. The CCUA is unable to accept the residuals from the Nitrates in the well water that also contain Acids and Salts that will corrode and destroy our concrete pipes. Radon can never be accepted into the plant as it would violate our permits. CCUA and Upper Deerfield are working together on possible solution by having their experts communicate with Pennoni Engineering to talk and recommend a solution. This has begun and we are waiting for reply back.

Director Errickson reported that the Authority is currently hauling two loads a day to DELCORA with C&H providing assistance when needed. In addition to DELCORA the Authority disposed of 100,000 gallons to Ash Lane on the week of April 13, 2020. The Authority has been maintaining the appropriate sludge inventory on site with storage tank levels at a minimum.

The Director noted the following as to Operations and Maintenance:

Maintenance has completed the caulking work on the north primary clarifier.

Operations has begun the process of bringing the north primary online. The clarifier will be pumped down and the sump pit will be checked to make sure it is clear of grit and trash and ready to be placed in service.

Paving work at the plant continued at the plant on the week of March 24, 2020 with all concerns being addressed and awaiting approval from engineering.

The Director noted operations and maintenance staff met to discuss the specifications of the proposed tanker purchase with all comments and concerns being addressed by management.

The Authority has cancelled the remaining confined space training this month as well as the scheduled defensive driving classes.

As a result of the Covid-19 pandemic the Authority has installed and tested the Zoom software. This will allow for all necessary meetings to be done remotely until further notice.

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

Resolution "A" Authorizing emergency measures to respond to the Pandemic.

Resolution "B" Authorizing Executive Director to negotiate and amend the final language in the Solar Agreement with advice from counsel.

The Director noted that there were no committee meetings this past month.

Director Errickson also noted that we have no need of an Executive Session today.

In conclusion, the Director offered his thanks to Deputy Director Daniel Jefferson, Administrative Assistant Stephanie Mick, Business Administrator Dominic Birch and Pennoni Engineering for their help with preparing his report.

### **Engineer**

We are working on plans and specifications for the Headworks Grit System and screen replacement: Pennoni revised project schedule to include submission and review for funding under NJ Infrastructure -Bank.

Anticipated Schedule:

Submit Permit & Funding applications – July/August 2020; Receive Approval anticipated 2021.

#### Other Sewer Plant Items:

Digesters and Storage Tanks Cleanout: Pennoni prepared and submitted a tank inspection report to the Authority on September 18, 2019.

EQ Tank Structure: Pennoni prepared and submitted a Condition Assessment Report to the Authority on July 19, 2019.

CCUA 1604: Parking Lot Reconstruction: Substantially completed December 2019.

Compliance Issues: Pennoni assisting the Authority on NJDEP compliance issue at the plant.

The Upper Deerfield Pumping Station was completed and closed out with NJDEP in May 2019.

#### Other Projects or Issues

Mayor Aitken Force Main: Pennoni to assist the Authority with Cumberland County's relocation of the Authority's existing force main project along Aitken Drive, as needed.

Pennoni assisting the Authority with feasibility in accepting pretreated backwash water from Upper Deerfield Township (UDT). Pennoni provided a response letter to the UDT discharging ion exchange regenerate to the plant on February 13, 2020 for the Authority's internal review.

Solar project: Pennoni to assist the Authority as needed.

Pennoni to work with the Authority in review of capital budget projects, as needed.

#### **Auditor**

Mr. Testa reported that he provided staff assistance as requested.

He further stated he has been remotely working on the 2019 Audit on a limited basis. We are waiting for the GASB 68 Pension Reports from the State of New Jersey, and 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**

As to the Lance Electric/Upper Deerfield Pump Station Upgrade, we quite close to resolving the matter in full, however there remains to be some minor language issues that continue to present themselves in this matter. We are currently attempting to work these issues through and are hopeful to have a resolution in short order. He will update us a new information becomes available.

Mr. Grace reported noted that there has arisen the issue with regard to Upper Deerfield Township and the contents of the wastewater being sent to our plant. We have engineers attempting to work through that issue and should hopefully have it resolved without too much more delay. He will update this board 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 (3077) AUTHORIZING EMERGENCY MEASURES TO RESPOND TO THE COVID-19 PANDEMIC offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

RESOLUTION (3078) AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND AMEND AS NECESSARY THE POWER PURCHASE & LEASE AGREEMENTS AS WELL AS THE ELECTRIC TRANSMISSION EASEMENT WITH ADVICE FROM AUTHORITY COUNSEL offered by Commissioner VanSant, seconded by Commissioner Andre and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$17,747.51
Operating Account	2094993.3
Petty Cash	500.00
Sensor Account	8432.17
General Account	6524428.01
Plant Reconstruction/Replacement	2715155.57
User Revenue Reserve	617771.71
Trust Account	2097965.13
Total Cash Position	\$14,076,993.40

The Treasurer reported that the bills submitted for payment today for the Operating Account total \$189,447.69. 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 (3079) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Rajacich, seconded by Commissioner Andre, and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked all of our employees for their hard work. He also wished everyone good health during this troubling time.

**Commissioners-Public Remarks**

There were no comments from 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 May 21, 2020 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
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
DOUG VANSANT	X			
JERRY YOUNG	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

RESOLUTION # 3077

Offered By Wasserman

Seconded By Young

Dated April 16, 2020

## RESOLUTION AUTHORIZING EMERGENCY MEASURES TO RESPOND TO THE COVID-19 PANDEMIC

**WHEREAS**, the Cumberland County Utilities Authority was established pursuant to N.J.S.A. 40:14B-1 et seq.(county utility authorities); and

**WHEREAS**, the Authority's ability to provide uninterrupted wastewater treatment services are vital to the environment and public health of the residents of Cumberland County, New Jersey; and

**WHEREAS**, The Authority relies heavily upon services, equipment and supplies in its daily business operations in serving its Mission; and

**WHEREAS**, The Authority relies heavily upon a dedicated staff to operate the daily business activities of the Authority in serving its Mission; and

**WHEREAS**, on March 9, 2020, Governor Murphy issued Executive Order No. 103 declaring a State of Emergency pursuant to N.J.S.A. App.A.:9-33 et seq. and a Public Health Emergency as contemplated by N.J.S.A. 26:13-1 et seq., due to the rapid spread of COVID-19; and

**WHEREAS**, on March 11, 2020, the World Health Organization declared COVID-19 to be a worldwide Pandemic in response to which, the White House declared a national State of Emergency on March 13, 2020; and

**WHEREAS**, The rapid spread of COVID-19 in other countries and now in the United States has resulting in the illness of hundreds of thousands of citizens over a period of months and is escalating geometrically on a daily basis in the United States, posing a direct and immediate threat to accessing equipment, supplies and staffing critical to the implementation of the Authority's Mission; and

**WHEREAS**, Due to the existential threat posed by the Pandemic, a state of emergency is essential to the Authority in achieving its Mission.

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

1. An emergency exists at the Cumberland County Utilities Authority facilities, collection system and pump sections and invoke the emergency procurement sections of the local public contracts law at N.J.S.A. 40A:11-6 as well as the Authority policy for purchasing; and

*Cumberland County Utilities Authority*

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2. The Executive Director is authorized to take the necessary action to procure the service, materials, equipment and supplies and manage the labor force as needed to protect the health, safety and welfare of the employees, community and facilities and to file this resolution and the Executive Director's Declaration of Emergency with the Authority Qualified Purchasing Agent;
3. The appropriate Authority officials are hereby authorized to pay all necessary and proper bills and claims which may be incurred by the Authority in the event that meetings may be cancelled; and
4. The Executive Director is directed to identify services, materials, equipment, supplies and personnel that may be strained during the Pandemic and work cooperatively with peer agencies and County and State emergency personnel as needed to ensure the Authority's operations remain uninterrupted consistent with state and federal emergency orders.

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 16, 2020 at 4:30 p.m. prevailing time.

DATED:       **APRIL 16, 2020**

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
DOUG VANSANT	X			
JERRY YOUNG	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

**RESOLUTION # 3078**

**Offered By VanSant**

**Seconded By Andre'**

**Dated April 16, 2020**

**RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES  
AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR  
TO NEGOTIATE AND AMEND AS NECESSARY THE POWER  
PURCHASE & LEASE AGREEMENTS AS WELL AS THE  
ELECTRIC TRANSMISSION EASEMENT  
WITH ADVICE FROM AUTHORITY COUNSEL**

**WHEREAS**, the Cumberland County Utilities Authority (CCUA) shall be party to agreements necessary to effectuate the completion of the construction of a dedicated solar array for the benefit of the CCUA and the Executive Director requires the authority to make changes and amendments to same; and

**WHEREAS**, the Executive Director shall obtain the advice and consent from Authority counsel, James K. Grace, Esq., David Weinstein, Esq. and Donald Rainear, Esq., with respect to any negotiations and amendments to these agreements and any other agreements associated with same.

**NOW, THEREFORE, BE IT RESOLVED** by the Cumberland County Utilities Authority that:

1. The Executive Director is hereby authorized to negotiate and make any and all necessary amendments to these agreements and all other agreements associated with the construction of the dedicated solar array.
2. The Executive Director shall obtain the advice and consent from CCUA counsel, James K. Grace, Esq., David Weinstein, Esq., and Donald Rainear, Esq. with respect to any and all changes to these agreements associated with the dedicated solar array.

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 16, 2020 at 4:30 p.m. prevailing time.

DATED:       **APRIL 16, 2020**

**CUMBERLAND COUNTY UTILITIES AUTHORITY**

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
DOUG VANSANT	X			
JERRY YOUNG	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

RESOLUTION # 3079  
Offered By Rajacich  
Seconded By Andre'  
Dated April 16, 2020

**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 \$189,447.69 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.

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 16, 2020 at 4:30 p.m. prevailing time.

DATED: **APRIL 16, 2020**