

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
OCTOBER 15, 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 & EXECUTIVE SESSION OF SEPTEMBER 17, 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**
 - # 3103 - RESOLUTION OF THE CCUA AUTHORIZING PAYMENT OF CERTAIN COSTS & EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND
 - # 3104 - RESOLUTION TO AMEND RESOLUTION # 3093 AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2020 BUDGET
 - # 3105 - RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS
 - # 3106 - RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS
 - # 3107 - RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2020 BUDGET
 - # 3108 - RESOLUTION ACKNOWLEDGING THE RECEIPT AND CERTIFYING THE REVIEW OF THE 2019 AUDIT REPORT
- TREASURER'S REPORT**
- A. CASH POSITION OF THE AUTHORITY
 - B. #3109 - 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. MOTION FOR EXECUTIVE SESSION FOR LEGAL MATTERS WITH NO POSSIBLE ACTION
 12. ADJOURNMENT

CUMBERLAND COUNTY UTILITIES AUTHORITY
October 15, 2020

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday October 15, 2020 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
C. Kenneth Hill, Secretary
G. Steven Errickson, Director
Edward Bethea, Treasurer
James Grace, General Counsel
Steve Testa, Auditor
Hugh Dougherty, Engineer
Dominic Buirch, Business Administrator
Dan Jefferson, Deputy Director
Bob Carlson, Resident Engineer

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 and the Executive Session of September 17, 2020. Motion was made by Commissioner VanSant and seconded by Commissioner Young and carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the September 2020 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The Director noted the plant is operating well, and we are meeting our effluent discharge limits, in some cases we are meeting those limits in the single digits.

The Director reported work status on the solar project, all ground screws have been installed and pillars are 50 % installed. Work has begun to assemble frames for Solar Panels themselves. Electric wires continue to be installed and connected throughout the Solar Field also. Advance Solar has added more electricians to the project to help speed things up. Overall things are moving well.

Director Errickson reported on the Upper Deerfield Nitrate issue, Industrial Relations Committee and staff and solicitor met with upper Deerfield officials and their attorney as requested by them to further discuss water quality issues (nitrate). This was on September 23, 2020 via Zoom. It seemed to be a rehash of past conversations. Meeting ended with agreement that the CCUA would respond to Upper Deerfield's latest "Love Lane Report" which we have with much diligence along with our engineer and solicitor. We plan to meet via Zoom again next week with Upper Deerfield and very much hope to be getting closer to a resolution of the issue.

The Director also noted the Authority is currently hauling two loads a day to DELCORA with C&H providing assistance when needed. Sludge hauling to Ash Lane is also being utilized when that option becomes available.

The Director noted the following as to Operations and Maintenance:

GMH has completed the sandblasting of the secondary clarifier catwalk and drive unit and is in the process of repainting both items. The tank will be placed back in service when completed.

Operations is continuing its work in the north aeration tank by cleaning out all the aerator lateral pipes feeding the diffusers. When completed the new diffuser membranes can be installed and the tank can be placed in service. Management has decided to hire an outside contractor to aid in completing this project.

Quad Construction has placed the lid back on the primary digester and has completed its installation.

Both the primary digester and the south secondary digester mixer tubes have been shipped to Oregon for preventative maintenance and bearing replacement. The mixers will be shipped back to the Authority by the end of the month.

The rock trap has been installed at septage receiving area is working well and is removing a large amount of grit at this time. A more permanent application is currently being investigated.

Ferric chloride is being added at the rapid mix box at this time. The settling in the primary clarifiers has improved with increasing removal efficiencies being observed.

The Authority experimented with dewatering septage utilizing the screw presses. The results were very encouraging, and a proper evaluation is underway at this time.

Emergency repairs at the Glass Street Pump Station have continued this month. The station has been placed in by-pass and the new insulation valves and check valves have been installed. It was discovered that the pipe leading from the wet well to the dry well is leaking at the lead seal. The Authority has hired an outside contractor to make the necessary repairs.

He noted that there were five Committee meetings this past month. Employee Relations Committee met twice this month as did the Finance and Budget Committee. Industrial Relations Committee met once. Copies of those meeting are attached in today's packet.

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

Resolution # 3103 Authorizing payment for CCUA series 2010-2016 NJEIT construction fund.

Resolution # 3104 To amend resolution # 3093 per NJ State.

Resolution # 3105 Authorizing solicitation for professional contracts.

Resolution # 3106 Authorizing public hearing on amendments to sewer use rules and regulations.

Resolution # 3107 Authorizing introduction of 2020 Budget.

Resolution # 3108 Acknowledging receipt and certifying the review of the 2019 audit Report.

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

Engineer

We are completing the final plans and specifications for the Headworks Grit System and screen replacement.

Schedule:

Final design plans and submission of a TWA application to the NJDEP to be completed by the end of the year; anticipated 2021 construction.

Other Sewer Plant Items:

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

Compliance Issues: Pennoni assisting the Authority on NJDEP compliance issue at the plant. Pennoni submitted a letter to NJDEP on December 12, 2019, awaiting their response.

Pole Barn Construction project through Co-op by CCUA.

Pennoni assisting with headworks and biogas piping operations (leaks and blockages).

Pennoni is working with the Authority with lid and coating selections to the Primary Digester. Pennoni to perform requested structural and welding inspections as needed and assist with coating material selections

Pennoni will begin a project in January 2021 for the direct replacement of the existing laboratory hood.

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

Glass Street Pump Station & Forcemain upgrade: Pennoni performed site visit on August 12, 2020 and a structural inspection of the wet well on September 11, 2020. an interim report has been issued, and Pennoni preparing a final report this month.

Pennoni to receive backwash water from Upper Deerfield Township (UDT). Pennoni assisting the Authority with a response letter relating to the Authority's meeting with UDT last month.

Solar project: Pennoni to assist the Authority as needed.

Pennoni discussing capital projects with Authority under consideration and investigating possible infrastructure stimulus funding sources.

Upper Deerfield Sewer Pipe Rehab: anticipated 2020/2021.

Auditor

Mr. Testa reported that he had attended a finance and budget committee meeting and reviewed the draft of the 2019 Audit Report in detail. Draft copies of the audit report were also sent to the rest of the Commissioners for their review and final copies were provided to the Authority today. There were no substantive changes from the draft report to the final report.

He then proceeded to briefly review some of the highlights of the Audit Report.

In the Independent Auditor's Report (pages 1-3), the Authority received an "unmodified" or clean opinion on its financial statements for years ended December 31, 2019 and 2018, which states, in our opinion, the basic financial statements present fairly, in all material respects, the financial position, changes in financial position and cash flows of the Authority for the years 2019 and 2018 in accordance with GAAP.

Since the audit is subject to Government Auditing Standards, there is also a report on Compliance and on internal control over financial reporting. (pgs. 4&5). There were no significant deficiencies or material weaknesses noted with respect to internal control over financial reporting and no matter of noncompliance noted.

As a result of having no findings or recommendations, the Authority is not required to prepare a Corrective Action Plan. That being the case, I would like to commend the Authority and the administrative staff for once again doing a very good job.

He went on to present some financial highlights:

As reflected in exhibit B (page 16), the Authority's operating revenues, which totaled approx. \$ 7,903,000 **increased** approximately \$ 612,000 or 8.40% over the prior year. Note that of that amount, billing to the users for Treatment Fees were \$ 376,510 or 5.64% higher than the prior year, Septage Fees **increased** approx. \$ 59,000, Connection Fees **decreased** \$ 27,000, Surcharge Revenue **decreased** approx. \$ 32,000, Industrial Pretreatment Program Revenue **increased** \$ 7,500 and Service Fees increased approx. \$ 9,000. So operating Revenues experienced a positive variance from 2018 to 2019.

Operating Expenses, which consist of the Cost of Providing Services, Administrative and General Expenses and Depreciation, totaled \$ 5,610,000. That is an **increase** of only \$ 4,000 or 0.07% from the prior year operating expenses of \$ 5,606,000. So, overall, the Operating Expenses experienced a very small increase.

The Operating Revenue of \$ 7,903,000, less the Operating Expenses of \$ 5,610,000, resulted in an Operating Income of \$ 2,293,000 which is \$ 608,000 **higher** than the prior year.

In 2019, the Authority's **Non-Operating** Revenues and Expenses netted to a **revenue** amount of (\$205,000), compared to a revenue amount of \$ 52,000 in 2018.

The net effect of all of this is that the Authority experienced an increase in net position for financial statement purposes (in other words, net income) of approx. \$ 2,498,000 in 2019, compared to \$ 1,767,000 in 2018, which is an increase of \$ 731,000. I would note these net income amounts are on a Generally Accepted Accounting Principles (GAAP) basis.

On a Budgetary Basis (as reflected in Schedule 2, pages 66 and 67), the Authority reported Revenues over Costs (or net income) in the amount of \$ 67,000 which is approximately \$ 908,000 **lower** than the prior year. Schedule 2 includes a reconciliation at the bottom of page 67 which shows how we get from the Budgetary Net Income to the GAAP Net Income reported on Exhibit B. Note that the Budgetary Basis Revenue was \$ 675,000 **higher** than the prior year, while the costs funded by revenues was \$ 1,584,000 **higher** than the prior year. The main reason for that increase was the Authority expended approx. \$ 1.4 million more in capital expenditures in 2019 than in 2018.

I would also note the Authority met the Rate Covenant contained in the Bond Resolution for 2019 which requires the Authority to collect revenues sufficient to meet the operating expense and debt service.

So, from a **financial** standpoint I can report that the Authority had a good year financially and remains in good financial condition.

From an **administrative** standpoint I can report the Authority did a very good job, with no findings or recommendations reported in the audit report, and as previously mentioned, no material instances of non-compliance, or significant deficiencies or material weakness in internal control noted.

In addition to the Audit Report, you have a correspondence which is the "Communication to those Charged with Governance", which, in CCUA's case is the Commissioners. This correspondence explains the auditor's responsibilities, describes certain accounting practices, management's responsibilities, certain aspects of interaction with management and certain other matters that we are reporting to the Commissioners.

You have a Resolution on your agenda today that acknowledges the receipt and certifies the review of the 2019 audit report. This should be acknowledged by the Commissioners signing the group form affidavit. Please be sure to sign it before leaving today.

Once approved, the resolution is to be sent to the Division of Local Government Services along with the group form affidavit. The Synopsis of the Audit report, which we have provided, is to be published in the newspaper and forwarded to the Division of Local Government services as well. We will file the Audit Report with the Division of Local Government Services as required, and also upload an electronic copy to the NJIB.

We have also provided an electronic copy of the report to the Authority to upload to the Authority's website, and to provide to the Trustee. That will satisfy the filing requirements pertaining to the 2019 audit.

At this point in time Mr. Testa offered to answer any questions.

General Counsel

Mr. Grace reported no new information to report for the Laundromat Connection Fee. He will update this board as more information becomes available.

As to the Upper Deerfield issue, we are in the process of sending a responsive report to Upper Deerfield and will be scheduling a meeting in the near future to discuss the matter involving discharge. We will continue to update as new information becomes available.

As to the solar project, this matter is moving forward in due course. He will update this board as new information becomes available.

Mr. Grace stated he was available for any questions or concerns by the Director, staff, and Commissioners.

Committees

There was one Committee meeting this past month. The Employee Relations Committee met.

RESOLUTIONS

RESOLUTION (3103) AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND offered by Commissioner Rajacich, seconded by Commissioner Young and carried unanimously at roll call.

RESOLUTION (3104) TO AMEND RESOLUTION #3093 AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2020 BUDGET offered by Commissioner Young, seconded by Commissioner Andre, and carried unanimously at roll call.

RESOLUTION (3105) TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS offered by Commissioner Young, seconded by commissioner Andre and carried unanimously at roll call.

RESOLUTION (3106) AUTHORIZING A PUBLIC HEARING ON AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS offered by Commissioner Edwards, seconded by Commissioner Young and carried unanimously at roll call.

RESOLUTION (3107) AUTHORIZING THE INTRODUCTION OF THE 2021 BUDGET offered by Commissioner Edwards, seconded by Commissioner VanSant, and carried unanimously at roll call.

RESOLUTION (3108) ACKNOWLEDGING THE RECEIPT AND CERTIFYING THE REVIEW OF THE 2019 AUDIT REPORT offered by Commissioner VanSant, seconded by Commissioner Young and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$1,965,062.42
Operating Account	813844.67
Petty Cash	500.00
Sensor Account	8432.53
General Account	6230680.91
Plant Reconstruction/Replacement	3,265,748.38
User Revenue Reserve	685115.85
Trust Account	1,739,674.52
Total Cash Position	\$14,709,059.28

The Treasurer reported that the bills submitted for payment today for the Operating Account total \$ 466,831.98. 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 (3109) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Young, seconded by Commissioner VanSant, and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked all of our staff and employees for their hard work. He complimented everyone for a great Audit Report. He reminded everyone of the Halloween Holiday coming up and asked for all to be careful driving. He further offered his condolences to the Buirch and Brown families.

Commissioners-Public Remarks

There were no comments from the Commissioners or the public..

At this time Chairman Jones called for a motion to enter into an Executive session. Commissioner Young offered a motion for an executive session, seconded by Commissioner Andre, and carried unanimously at roll call.

At this time Commissioner Edwards left the meeting

After returning from Executive session, Commissioner Andre left the meeting. Chairman Jones called for a motion for adjournment.

The meeting was adjourned on a motion from Commissioner Young.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday November 19, 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 # 3103

Offered By Rajacich

Seconded By Young

Dated October 15, 2020

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND

**BE IT RESOLVED BY THE CUMBERLAND COUNTY UTILITIES
AUTHORITY** (the "Authority"), as follows:

Section 1. The costs and expenses which are set forth in the certificate entitled "Requisition and Certification as to Payment of Costs and Expenses From the CCUA Series 2016 NJEIT Construction Fund" which is attached hereto as Exhibit A and which, by this reference, is made a part hereof as if set forth in full herein, are hereby authorized to be paid on May 21, 2020, 2020 from monies which are on deposit in the CCUA Series 2010-2016 NJEIT Construction Fund, which has been established and created in accordance with the provisions of a Resolution of the Authority, duly adopted May 21, 2020, entitled "Resolution Approving an Emergency Contract for Repair of the Primary Digester"

Section 2. TD BANK, NA, Cherry Hill, New Jersey, in its capacity as Trustee for the holders of the CCUA Series 2010-2016 NJEIT Construction Fund, is hereby authorized to withdraw such monies from the Fund, and to make payment of same, in accordance with the terms hereof and the terms of the attached requisition.

Section 3. This Resolution shall take effect immediately.

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 Monday afternoon, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: OCTOBER 15, 2020

The foregoing is certified to be a true and complete copy of a resolution adopted by the Governing Body of the Cumberland County Utilities Authority at a meeting thereof duly called and held on October 15, 2020.



C. Kenneth Hill, Secretary

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # 3104
WILLIAM ANDRE	X				Offered By Young
ZARKO RAJACICH	X				Seconded By Andre'
DOUG VANSANT	X				Dated October 15, 2020
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION TO AMEND RESOLUTION # 3093 AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2020 BUDGET

WHEREAS, the Cumberland County Utilities Authority has approved the 2020 Authority Budget, including the 2020 Capital Program, on December 19, 2019; and

WHEREAS, the Cumberland County Utilities Authority adopted resolution 3093 on August 17, 2020 that included an error and omitted the change to the Capital Plan; and

WHEREAS, Resolution 3093 is hereby rescinded; and

WHEREAS, the Cumberland County Utilities Authority has reviewed the 2020 Capital Program, and has determined a need to modify the amounts included in Capital Program for the Wastewater Treatment Plant; and

WHEREAS, the estimated additional cost of the Capital Improvements to the Wastewater Treatment Plant are \$428,610; requiring an increase in the 2020 Capital Program from \$1,364,250.00 to \$1,792,860.00 and

WHEREAS, the Cumberland County Utilities Authority finds it necessary to amend the 2020 approved Authority Budget, as follows:

	<u>From</u>	<u>To</u>
<u>Anticipated Revenue:</u>		
<u>Operating Revenues:</u>		
Sewerage Treatment Fees	\$6,850,000	\$6,850,000
Septage Fees	225,000	450,000
Investment Income	20,000	20,000
Industrial Pretreatment Fees	<u>26,250</u>	<u>26,250</u>
Total Anticipated Revenues	<u>\$7,121,250</u>	<u>\$7,346,250</u>
<u>Budgeted Appropriations:</u>		
<u>Operating Appropriations:</u>		
<u>Administration:</u>		
Salaries and Wages	553,379	580,353
Fringe Benefits	310,200	317,600
Other Administration Costs	<u>704,100</u>	<u>732,900</u>
Total Administration	<u>\$1,567,679</u>	<u>\$1,630,853</u>
<u>Cost of Providing Services:</u>		
Salaries and Wages	1,476,944	1,257,960
Fringe Benefits	863,700	864,900
Other Cost of Providing Services	<u>1,440,500</u>	<u>1,391,500</u>

Cumberland County Utilities Authority

Total Cost of Providing Services	<u>3,781,144</u>	<u>3,514,360</u>
Principal Payments on Debt	<u>696,369</u>	<u>696,369</u>
Total Operating Appropriations	<u>6,045,192</u>	<u>5,841,582</u>
<u>Non-Operating Appropriations</u>		
Interests on Debt	86,808	86,808
Renewed and Replacement Reserve	1,364,250	1,792,860
Other Reserves	100,000	100,000
Total Non-Operating Appropriations	<u>1,551,058</u>	<u>1,979,668</u>
Total Operating & Non-Operating Appropriations & Accumulated Deficit	\$7,596,250	7,821,250
Less: Total Unrestricted Net Position Utilized	<u>475,000</u>	<u>475,000</u>
Net Total Appropriations	<u>\$7,121,250</u>	<u>7,346,250</u>

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Cumberland County Utilities Authority, the 2020 Authority's Budget and Capital Program is hereby amended as detailed above, and

BE IT FURTHER RESOLVED that the Board's Secretary is hereby directed to submit a copy of this resolution to the Director of the Division of Local Government Services for approval as part of the Authority's 2020 budget.

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, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: **OCTOBER 15, 2020**

Cumberland County
Utilities Authority

The foregoing is certified to be a true and complete copy of a resolution adopted by the Governing Body of the Cumberland County Utilities Authority at a meeting thereof duly called and held on October 15, 2020.

C. Kenneth Hill

C. Kenneth Hill, Board Secretary

Adopted this October 15, 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 # 3105

Offered By Young

Seconded By Andre'

Dated October 15, 2020

RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS

WHEREAS, the Cumberland County Utilities Authority having approved by Resolution # 2065, dated July 20, 2006, the use of a fair and open process whenever possible for all contracts and services; and

WHEREAS, such resolution provided that the Budget and Finance Committee shall establish the criteria and standards for such a process; and

WHEREAS, the Budget and Finance Committee, with the assistance of General Counsel, established such criteria and standards; and

WHEREAS, the Authority must publish notice in accordance with those standards and criteria for the positions of General Counsel, Auditor, Consulting Engineer, Labor Counsel and Financial Advisor.

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

1. Criteria has been established for all professional services required by the Cumberland County Utilities Authority for the appointments January 1, 2021 to December 31, 2021.
2. The Authority shall publish a Public Notice in the newspaper, for the solicitation of professional services contract appointments no earlier than 10 days and no more than 30 days prior to the contract proposals being due.

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, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: **OCTOBER 15, 2020**

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # <u>3106</u>
WILLIAM ANDRE	X				Offered By <u>Edwards</u>
ZARKO RAJACICH	X				Seconded By <u>Young</u>
DOUG VANSANT	X				Dated <u>October 15, 2020</u>
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS
TO THE SEWER USE RULES AND REGULATIONS

WHEREAS, P. L. 1977, Chapter 384 (N.J.S.A. 40:14B-1 et seq.) and Article V, Section 502 of its Service Agreements permit the Cumberland County Utilities Authority to periodically amend its Sewer Use Rules and Regulations; and

WHEREAS, N.J.S.A. 40:14B-22 permits the Cumberland County Utilities Authority to charge its Customers periodic service charges; and

WHEREAS, the Cumberland County Utilities Authority has established rules and regulations including establishing Classifications; and

WHEREAS, N.J.S.A. 40:14B-23 requires that a public hearing be held to impose, or revise said levels of treatment, fees and charges.

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

1. That the Cumberland County Utilities Authority Commissioners do authorize that a Public Hearing regarding establishing the appropriate fees and classifications be held on Thursday afternoon November 19, 2020 at 4:30 p.m. at the Authority’s Administration Building, 333 Water Street, Bridgeton, New Jersey.
2. That a copy of a Public Hearing notice shall be published in the two newspapers of general circulation in the area and mail notice of said public hearing to the clerk of each municipality serviced by the 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, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: **OCTOBER 15, 2020**

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # <u>3107</u>
WILLIAM ANDRE	X				Offered By <u>Edwards</u>
ZARKO RAJACICH	X				Seconded By <u>VanSant</u>
DOUG VANSANT	X				Dated <u>October 15, 2020</u>
JERRY YOUNG	X				
KEITH WASSERMAN	X				
ALBERT JONES	X				

A RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2021 BUDGET

WHEREAS, the Annual Budget and Capital Budget for the Cumberland County Utilities Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented before the Commissioners of the Cumberland County Utilities Authority at its open public meeting of October 15, 2020 and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,261,250.00 and Total Appropriations of \$10,111,250.00, and Total Unrestricted Net Position utilized of \$2,850,000.00; and

WHEREAS, the Capital Budget as introduced reflects Total Appropriations of \$3,735,239.00 Total Unrestricted Net Position planned to be utilized as funding thereof of \$0.00 and Renewal & Replacement Reserve is planned to be utilized as funding thereof, of \$3,735,239.00 and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds, rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere, by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

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

1. At an open public meeting held on October 15, 2020, that the Annual Budget, including all related schedules, and the Capital Budget of the Cumberland County Utilities Authority for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby recommended for approval; and

Cumberland County Utilities Authority

2. That a Public Hearing on the 2021 Budget be scheduled at the November 19, 2020 open public meeting of the Authority, notice of which will be published in the South Jersey Times at least twenty (20) days prior to the date of the Public Hearing, after which it will be scheduled for adoption.

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget and Capital Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the members of the Cumberland County Utilities Authority will consider the Annual Budget and Capital Budget for adoption on December 17 2020.

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, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: **OCTOBER 15, 2020**

The foregoing is certified to be a true and complete copy of a resolution adopted by the Governing Body of the Cumberland County Utilities Authority at a meeting thereof duly called and held on
October 15, 2020.



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 # 3108

Offered By VanSant

Seconded By Young

Dated October 15, 2020

RESOLUTION ACKNOWLEDGING THE RECEIPT AND CERTIFYING THE REVIEW OF THE 2019 AUDIT REPORT

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2018 has been completed and filed with the Cumberland County Utilities Authority pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "**Findings**" and "**Recommendations**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "**Findings**" and "**Recommendations**" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Cumberland County Utilities Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically has reviewed the sections of the audit report entitled "**Findings**" and "**Recommendations**", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

Passed and adopted at the special meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: OCTOBER 15, 2020

**IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION
PASSED AT THE MEETING HELD ON OCTOBER 15, 2020.**



C. Kenneth Hill, Secretary



Date

LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM

PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Cumberland County Utilities Authority, being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Cumberland County Utilities Authority.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically the sections of the audit report entitled "**Findings**" and "**Recommendations**".

(Print)

(Signature)

Albert Jones
Zarko Rajacich
Jerry Young
Angelia L. Edwards
William Andre
Douglas VanSant
Keith I. Wasserman

Albert Jones
Zarko Rajacich
Jerry Young
Angelia L. Edwards
William Andre
Douglas VanSant
Keith I. Wasserman

Sworn to and subscribed before me

this 15 day of October 2020

Notary Public of New Jersey

Stephanie J. Mick

STEPHANIE J. MICK
NOTARY PUBLIC OF NEW JERSEY
Comm. # 50036992
My Commission Expires 4/22/2021

STEPHANIE J. MICK
NOTARY PUBLIC OF NEW JERSEY
Comm. # 50036992
My Commission Expires 4/22/2021



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 # 3109

Offered By Young

Seconded By VanSant

Dated October 15, 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 **\$466,831.98** 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, October 15, 2020 at 4:30 p.m. prevailing time.

DATED: **OCTOBER 15, 2020**