

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
SEPTEMBER 17, 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 AUGUST 20, 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**
 - # **3101** - RESOLUTION OF THE CCUA AUTHORIZING PAYMENT OF CERTAIN COSTS & EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND

TREASURER'S REPORT

- A. CASH POSITION OF THE AUTHORITY
 - B. #**3102** - RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
8. CHAIRMAN'S REMARKS – (BACK TO ZOOM MEETINGS FOR THE REMAINDER OF THE YEAR)
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
September 17, 2020

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday September 17, 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 of August 20, 2020. Motion was made by Commissioner Andre and seconded by Commissioner Rajacich and carried unanimously at roll call. Vice-Chairman Wasserman's vote was recorded as abstained.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the August 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 that work on the solar project is going well, stone driveway has been installed leading back into the Solar field itself. Silt fence has been installed and grading has been almost finalized. Concrete pads have been poured in place and conduit was installed for new wires and switch gears. Layout for Solar panels and conduit runs are 75 % completed. Kmetz Incorporated Drilling Company has staged their Horizontal Drilling Machine in place, and has started first of four runs of Directional Boring from the Solar Field to the CCUA plant. This week they have started installing screw pillion into the ground and starting to assemble the Solar racks needed for the panels. Things are moving along.

Director Errickson reported that he attended the Cumberland County Insurance Commission meeting this month. Overall CCUA is doing very well with only two workers comp cases this year. One with tear in shoulder and one badly sprained ankle.

Director Errickson reported that he received correspondence from Rocco Tedesco attorney on behalf of Upper Deerfield Township regarding Nitrate levels in their water and residual Upper Deerfield wants to send to

the CCA plant. This has been a long journey and communication process that we at the CCUA thought was resolved with our last round of meetings. Nitrate was the original issue but we were unable to agree upon. What I thought we did agree upon was high levels of CHLORIDES & SULFIDES in their residual and that it would be impossible for CCUA to handle those levels. We are currently working to set up ZOOM meeting with Industrial Relations Committee (Andre, VanSant & Wasserman), staff and officials from Upper Deerfield so as to hear their presentation. Everyone has somewhat agreed to have Ted Baker mediate. We are doing ZOOM meeting to mitigate any potential issue with the Corona Virus

The Director also noted the Authority is currently hauling two loads a day to DELCORA with C&H providing assistance when needed. In addition to hauling sludge to Delcora the Authority has sent 100,000 gallons of sludge to Ash Lane this month.

The Director noted the following as to Operations and Maintenance:

GMH is in the process of sandblasting the secondary clarifier catwalk and drive unit. When completed they will repaint both items and then the tank can be placed back in service.

GMH Associates has completed the scheduled work in the north thickener tank. It was found that the catwalk needed some unexpected fabrication work along with the work needed with the rake arm.

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.

Quad Construction has placed the lid back on the primary digester and is in the process of completing its installation.

Both the primary digester and the south secondary digester mixer tubes have been shipped to Oregon for preventative maintenance and bearing replacement. This work is expected to take approximately 8 weeks to complete.

A rock trap has been installed at septage receiving area to help with keeping the septage pipe clear of blockages.

Emergency repairs at the Glass Street Pump Station have begun. The station has been placed in by-pass, at this time, so that the insulation valves can be installed. While the station is in by-pass the station pumps will be maintained and repaired as needed.

The Director noted the Authority has completed its annual NJDEP plant inspection. The inspection went well with no negative observations reported.

He noted that there was one Committee meeting this past month. Employee Relations Committee met this month.

He also noted that we have one resolution on tonight's agenda
Resolution # 3101 Authorizing payment for CCUA series 2010-2016 NJEIT construction fund.

In conclusion, the Director offered his thanks to Deputy Director Daniel Jefferson, Administrative Assistant Stephanie Mick, Business Administrator Dominic Birch, Bob Carlson 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:

Pennoni provided 75 % progress drawings to Authority for review and comment.

Pennoni to have Authority comments addressed and final design plans prepared for TWA application, anticipated 2021 construction.

Other Sewer Plant Items:

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

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

CCUAX 1604: Parking Lot Reconstruction: Paving is completed. Project closeout June 2020. 2-yr Maintenance Bond thru June 2022.

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 researching options for the direct replacement of the existing laboratory hood.

Other Projects or Issues:

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

Pennoni to review proposals submitted to the Authority to receive backwash water from Upper Deerfield Township (UDT). Pennoni provided correspondence on May 13, 2020 to UDT's representative in response to the proposals, including conference call on May 18, 2020.

Solar project: Pennoni to assist the Authority as needed.

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

Auditor

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

He further stated with respect to the 2019 Audit, we have resumed work on the financial statements and will continue auditing subsequent events and hope to have the report completed by early October. At that point we would like to attend a budget and finance committee meeting to review the Audit with the Committee. Then it would be sent to the rest of the Commissioners for their review, and we should be able to present the report at your next Board Meeting.

General Counsel

Mr. Grace reported that we have received the first upfront payment along with interest for the Laundromat Connection Fee and anticipate receiving all subsequent payments in a timely fashion. He will update this board as more information becomes available.

As to the Upper Deerfield issue, we are in the process of reviewing the information that came from the engineers relative to the ion exchange. We were desirous of them engaging in a different study. We will fully analyze the results and we will act accordingly. We will continue to update as new information becomes available.

As to the solar project, this matter is moving forward in due course however the boring related to the running of the electric wire had a little issue, but the appropriate parties are addressing the issue expeditiously. 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 (3101) AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA SERIES 2010-2016 NJEIT CONSTRUCTION FUND offered by Commissioner Young, seconded by Commissioner Rajacich and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$1,815,088.54
Operating Account	1360422.71
Petty Cash	500.00
Sensor Account	8432.47
General Account	6210560.38
Plant Reconstruction/Replacement	3248461.94
User Revenue Reserve	680864.35
Trust Account	1,813,404.02
Total Cash Position	\$15,137,734.41

The Treasurer reported that the bills submitted for payment today for the Operating Account total \$351,006.09. 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 (3102) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Vice-Chairman Wasserman, seconded by Commissioner Young and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked all of our staff and employees for their hard work.

Commissioners-Public Remarks

Commissioner Young thanked all the Commissioners and staff for their thoughts and prayers extended to him during the recent loss of loved ones.

Blake Maloney former executive Director of the Authority stopped in to visit to say hello. He stated it was good to see everything was running smoothly.

Marsha Jacobs stated that she had appeared at a previous meeting and had given a letter to each Commissioner. She went on to state that she had not heard from this Board since that time and things seemed to have been resolved to the satisfaction of all except her. She went on to say that she would like to return to her issues raised in her letter. Commissioner Rajacich stated that the issue would be addressed.

Gable Smith spoke as a member of the employees negotiations committee and stated they were ready to work on a new contract. Commissioner Rajacich addressed this issue and stated we will be getting together in the fall the same as had taken place in the last couple of years.

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

After returning from Executive session, a motion was offered by Commissioner VanSant seconded by Commissioner Rajacich to authorize Director Errickson to hire legal counsel for himself if the insurance company does not cover him. The motion was offered by Commissioner VanSant, seconded by Commissioner Rajacich and carried by a five to two margin. Commissioners Edwards and Andre voted no.

The meeting was adjourned on a motion from Vice-Chairman Wasserman.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday October 15, 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 # 3101

Offered By Young

Seconded By Rajacich

Dated September 17, 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, August 20, 2020 at 4:30 p.m. prevailing time.

DATED: SEPTEMBER 17, 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 September 17, 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 # 3102

Offered By Wasserman

Seconded By Young

Dated September 17, 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 \$478,592.19 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, September 17, 2020 at 4:30 p.m. prevailing time.

DATED: **SEPTEMBER 17, 2020**