

**AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
MARCH 18, 2021**

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. OATH OF OFFICE TO R. TODD EDWARDS AS COMMISSIONER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
 4. FLAG SALUTE
 5. ROLL CALL
 6. ***REMINDER TO MUTE YOURSELF UNTIL A TIME COMES TO SPEAK AND TO BE IN A PLACE WITH NO BACKGROUND NOISE***
 7. MINUTES OF THE REGULAR MEETING & EXECUTIVE SESSION OF FEBRUARY 18, 2021
 8. **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 Smith-Bey
 - (4) FINANCE AND BUDGET – Vice-Chairman Dawson
 - (5) OPERATIONS/INSURANCE - *Vacant*
 - (6) AD HOC – Commissioner Edwards
 9. **RESOLUTIONS**
 - # 3152 - RESOLUTION AWARDING A CONTRACT FOR REGULATORY EXPERT SERVICES TO PERFORM A HEADWORKS ANALYSIS
 - # 3153 – RESOLUTION APPROVING AND AUTHORIZING ADVERTISEMENT FOR RFQ FOR IT CONSULTANT SERVICES
 - #3154 - RESOLUTION AUTHORIZING THE CCUA TO UTILIZE THE SOURCEWELL PURCHASING COOPERATIVE TO PURCHASE FOUR (4) YAMAHA UMAX GOLF CARTS
 - #3155 - RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR INSTALLATION OF HEADWORKS EQUIPMENT – BAR SCREEN & GRIT REMOVAL SYSTEM
 - #3156 - RESOLUTION TO ESTABLISH, CONTINUE AND MAINTAIN ACCOUNTS WITH TRUIST (FORMALLY BB&T) AND TD WEALTH MANAGEMENT BANK AND SPECIFYING THE NUMBER AND TITLES OF AUTHORIZED SIGNATURES FOR THE TRANSACTIONS OF BUSINESS FOR THESE ACCOUNTS
 - #3157 - RESOLUTION APPROVING & ADOPTING REVISION TO THE CCUA CASH MANAGEMENT PLAN
 - #3158 – RESOLUTION APPOINTING DONALD OLBRICH AS TREASURER OF THE CCUA
- TREASURER'S REPORT**
- A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION #3159 APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
10. CHAIRMAN'S REMARKS
 11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
 12. PUBLIC PORTION
 13. *POSSIBLE EXECUTIVE SESSION – to be determined*
 14. ADJOURNMENT

Our next regular monthly board meeting is scheduled for April 15, 2021.

CUMBERLAND COUNTY UTILITIES AUTHORITY

March 18, 2021

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday March 18, 2021 in the Meeting Room of the Operations Building 333 Water Street, Bridgeton, New Jersey. The meeting was also attended by several persons via Zoom.

Representing the CCUA:

Albert Jones, Chairperson
Rick Dawson, Vice Chairperson
William Andre, Commissioner
Angelia Edwards, Commissioner
Zarko Rajacich, Commissioner
Kenny Smith-Bey, Commissioner
John Fuqua, Secretary
G. Steven Errickson, Executive Director
Todd Edwards, Treasurer
Gregg L. Zeff, General Counsel
Steve Testa, Auditor
Glenn Miller, Engineer
Stephanie Mick, Assistant Secretary/Treasurer
Bob Carlson, Resident Engineer
Dominic Buirch, Business Administrator
Daniel Jefferson, Executive Deputy Director

Vice Chairperson Dawson called the meeting to order, announced that the adequate notice of this meeting has been given in accordance with Chapter 231, P.L. (THE OPEN PUBLIC MEETING ACT) the flag salute was performed.

Vice Chairperson Dawson called R. Todd Edwards forward to be sworn in as a new Commissioner, General Counsel Zeff administered the oath of office.

Secretary Fuqua called the roll, and quorum was present. Chairperson Jones and Commissioner Rajacich and Executive Director Errickson were not present at the start of the meeting due to issues with Zoom technology they were able to join at 4:40pm.

Vice Chairperson Dawson called for a motion to approve the minutes of the Regular Monthly Meeting of February 18, 2021. Motion was made by Commissioner Edwards and seconded by Commissioner Andre and carried unanimously at roll call.

Vice Chairperson Dawson welcomed new Commissioner Edwards.

Vice Chairperson Dawson called for Directors' report.

REPORTS

Director

Director Errickson submitted the February 2021 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The activities for the month.

Activities

Solar: Solar farm is up and running and is performing well. Nextera and Atlantic City Electric are working together to install the up dated equipment on site.

Upper Deerfield Our Solicitor will report in more detail but anticipate we will meet with Upper Deerfield very soon.

Labor Negotiation-Personnel Committee met with Labor Counsel Friday, March 05, 2021 to discuss moving forward. Commissioner Rajacich will report on that. Marmero Law will be voted on tonight as the new labor counsel to represent CCUA.

Plant employees have signed union cards wishing to join the CWA Union. We are following instruction from Labor Counsel about this matter and expects talks to begin soon. We will talk more in closed session.

Covid-19 There are no current COVID-19 cases in the Authority at this time. One member's wife is very sick and is in the hospital, and we ask you to keep her in your prayers. Also again Thank you to all the other Authorities who were on standby and ready to help the CCUA if needed. The Authority continues to follow the recommended guidelines provided by the C.D.C

The UK variant has been contracted by one known person in the county as of this week. The person works outside the County and could have contracted the Variant there. The number of Covid cases has been going down the last couple of weeks, but in the last few days the County has seen a sharp increase with 73 new cases in two days. This shows that Covid virus battle is not over, and we must be safe and follow C.D.C guidelines.

In the last couple of weeks there has been two resignations One Maintenance person and one plant operations.

Sludge disposal - The Director also noted the Authority is currently hauling two loads a day to DELCORA with C&H providing assistance when needed. The sludge storage tank level is increasing at this time. The Authority will be hauling to Ash Lane this month to help decrease the additional volume.

Plant discharge. 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 noted the following as to Operations and Maintenance:

Maintenance personnel have installed new flow meters at both the north and south gravity belt thickeners.

Garrison Enterprises has installed new feed valves to both the north and south gravity thickener tank.

GMH, Inc. is making progress with the on-going thickener tank, rehabilitation project. Currently the catwalk and rake arm work is being completed at the south tank.

This month the Authority has ordered the equipment for the bar screen and grit system replacement which is part of the larger headworks up-grade project.

Maintenance has resolved the drain issues at the biofilter. The biofilter will be placed back in service when this work is completed.

Blowers #1 & #4 are having vibration issues at the same time. Excelsior Blower Systems, Inc has been contracted to diagnose the source of the vibration and rectify the problem.

Miscellaneous

The Authority has received two employee resignations this month one from Chris Newsome in operations and another from Carlos Pacheco in maintenance. Both resignations have been accepted by the Authority.

The new sludge tanker bid has been awarded and the tanker has been ordered this month.

The Authority has had the bid open for the Headworks Project this month.

Committee Reports: Zarko Rajacich will report on Employee Relations Committee.

Director Errickson reported there are seven (7) resolutions on the agenda for tonight; Resolution 3152 Contract for Head Works analysis, Resolution 3153 RFQ for IT consulting service, Resolution 3154 Using Co-op to purchase Four (4) golf carts, Resolution 3155 Authorizing advertisement to bid Headworks Project, Resolution 3156 Resolution to continue to use Truist Bank and TD Bank, Resolution 3157 Resolution approving and adopting revisions to cash management plan, Resolution 3158 Resolution appointing Donald Olbrich as treasurer.

Mr. Errickson stated there is no Closed session planned tonight.

In conclusion, the Director offered his thanks to the staff, engineer, and Legal Counsel for their help with preparing his report.

Engineer

Headworks Grit and Screen Replacement: The project equipment has been placed on order by the Authority from Hydro-Dyne Engineering Inc: Applied Industrial Technologies is the Co-op contractor: Applied will use authorized subcontractors ;Applied will use authorized subcontractors for the installation of equipment. Pennoni construction documents are on hold and will be canceled pending award of the installation contract.

NJDEP TWA application: Submitted November 10,2020;NJDEP Permit approved and received.

Pennoni attended pre-construction site visit with Applied on February 10th

Equipment delivery in 20 weeks out; Anticipated start of construction September 2021

Replacement of laboratory hood: Pennoni is preparing plans for designs and construction and replacing the existing hoods.

Regarding Glass Street Pump Station and Force Main Upgrade: Pennoni survey to start March 2021 . Pennoni coordinating design for the pump station upgrades with the Authority. Anticipated project Permit/I-Bank funding 2021; Construction anticipated 2022. Estimated Project cost \$3.3 Mil.

EQ Tank Structure: Pennoni to preparing technical specifications for structure repair and rehabilitation.

Primary Digester: Pennoni to perform requested structural and welding inspections as needed.

Request to receive backwash water from Upper Deerfield Township (UDT): Pennoni assisting the Authority, as needed.

Upper Deerfield Sewer Pipe Rehab: We anticipate work in 2021

Pennoni to perform on site plant surveys on request of the Authority the primary and secondary clarifiers were the latest to be performed.

Auditor

Mr. Testa reported they provided staff assistance as requested. Begun performing field work for 2020 audit. Will keep us posted to progress.

General Council

Zeff reported continuing discussions and negotiations-a meeting of all parties to discuss the science related issues will be scheduled before the next meeting.

Labor and employment day to day issues, including COVID-19

Labor issues related to the proposed union

Various bidding issues have also been addressed and continue to be addressed

Resolutions

Resolution (3152) Awarding Contract headwork analysis offered by Vice Chairperson Dawson seconded, by Commissioner Smith-Bey and carried unanimously

Resolution (3153) Advertisement for RFQ for information technology offered by Vice Chairperson Dawson and seconded, by A. Edwards and carried unanimously

Resolution (3154) Authorizing CCUA to utilize source well purchasing offered by Vice Chairperson Dawson and seconded, by Commissioner T. Edwards and carried unanimously

Resolution (3155) Approving advertisement bids for installation of headworks equipment offered by Vice Chairperson Dawson and seconded, by T. Edwards and carried unanimously.

Resolution (3156) to establish, continue and maintain accounts with Truist (BB&T) and TD Wealth Management Bank and specifying the number of titles of authorized signatures for the transactions of business for the accounts offered by Vice chairperson Dawson and seconded, by T. Edwards and carried unanimously.

Resolution (3157) Approving and adopting revisions to the CCUA cash management plan offered by Vice Chairperson Dawson and seconded by Commissioner T. Edwards and carried unanimously

Resolution (3158) Appointing Donald Olbrich as Treasurer of CCUA offered by Vice Chairperson Dawson seconded by Commissioner T. Edwards and carried unanimously.

Treasurer's Report

Revenue Account	\$2,095,712.04
Operating Account	\$894,597.46
Petty Cash	\$500.00
Sensor Cash	\$8,632.88
General Account	\$6,721,986.32
Plant Reconstruction/Replacement	\$3,270,934.99
User Revenue Reserve	\$686,296.30
Trust Account	\$2,050,900.39
Total Cash Position	\$15,729,560.38

Chairperson Remarks

Thanks to the commissioners and other new positions. I know you guys are new. We are really trying to work together. Commissioner Andre contacted me about getting a set of by-laws and all commissioners have received a set of the by-laws. We are working on getting you a commissioner's handbook. Want to remind you to practice social distancing. Wash your hands and wear your mask.

Commissioners-Public Remarks

Public remarks

Mary Ridgeway was upset that she could not get into the zoom meeting and wanted to know why she was not informed of meeting time change.

Commissioner Andre wanted to know why the minutes were so late to come out.

Commissioner T. Edwards also wanted to know why minutes came out late this week and he wanted to know what we can do in the future to get them out on time.

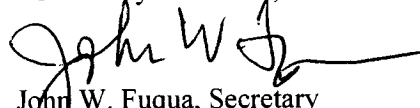
Stephanie Mick informed the group that last minute changes needed to be added to the minutes which explained why they were late.

Chairperson Jones explained that late changes were also made to minutes and in the future they will be out on time.

The next regular Monthly Meeting of the Cumberland County Utilities Authority will be held Thursday April 15, 2021 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

The meeting was adjourned on a motion from Chairperson Jones.

Gratefully submitted,



John W. Fuqua, Secretary

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # 3152
WILLIAM ANDRE	X				Offered By Dawson
ZARKO RAJACICH				X	Seconded By Smith-Bey
KENNY SMITH-BEY JR	X				Dated March 18, 2021
R. TODD EDWARDS	X				
RICHARD DAWSON	X				
ALBERT JONES	X				

RESOLUTION AWARDING A CONTRACT FOR REGULATORY EXPERT SERVICES TO PERFORM A HEADWORKS ANALYSIS

WHEREAS, N.J.S.A. 40:14B-18 authorizes the Authority to appoint and employ such agents and employees as it may require; and

WHEREAS, there exists a need for Regulatory Expert Services to perform a headworks analysis and funds are available for this purpose; and

WHEREAS, the Authority solicited sealed Requests for Qualifications (RFQ) through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et. seq. which the Executive Director, Executive Deputy Director, QPA and Resident Engineer reviewed and recommended.

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

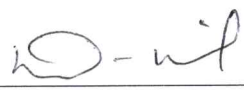
1. That the Chairperson and Secretary of the Cumberland County Utilities Authority are hereby authorized and directed to execute an agreement with **Hall & Associates, Washington, D.C.** for Regulatory Expert Services to perform a headworks analysis for the Cumberland County Utilities Authority.

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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: MARCH 18, 2021

CERTIFICATION OF AVAILABILITY OF FUNDS FOR CONTRACT

I, Dominic Buirch, Business Administrator and Certifying Finance Officer of the Cumberland County Utilities Authority, do hereby certify pursuant to the rules of the Local Finance Board that there are available adequate funds for the proposed agreement between the Cumberland County Utilities Authority and **Hall & Associates** for **Regulatory Expert Services to perform a Headworks Analysis**. Money necessary to fund said contract has been projected in the amount of **\$50,000.00**. Money necessary to fund said contract has been provided for and shall be charged to the following Line-Item Appropriation or Account No. **01-540-8506**. These funds will not be certified as being for more than one (1) pending contract.


Dominic Buirch, Business Administrator
Certifying Finance Officer

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
KENNY SMITH-BEY JR	X			
R. TODD EDWARDS	X			
RICHARD DAWSON	X			
ALBERT JONES	X			

RESOLUTION #3153

Offered By Dawson

Seconded By A. Edwards

Dated MARCH 18, 2021

A RESOLUTION APPROVING AND AUTHORIZING ADVERTISEMENT FOR (RFQ) REQUEST FOR QUALIFICATIONS FOR INFORMATION TECHNOLOGY (IT) CONSULTANT SERVICES

WHEREAS, the Cumberland County Utilities Authority, having approved Resolution #2065, dated July 20, 2006, the use of a fair and open process whenever possible for all contracts and services in accordance with N.J.S.A. 19:44A-20.4, et. seq; 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 Information Technology (IT) Consultant Services.

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

1. Criteria has been established for professional services for Information Technology Consultant Services required by the Cumberland County Utilities Authority for the appointment year ending December 31, 2021.
2. The Authority shall publish a Public Notice in the newspaper, for the solicitation of professional services for Information Technology Consultant Services contract appointment 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 afternoon March 18, 2021 at 4:30 p.m. prevailing time.

DATED: **MARCH 18, 2021**

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # <u>3154</u>
WILLIAM ANDRE	X				Offered By <u>Dawson</u>
ZARKO RAJACICH	X				Seconded By <u>T. Edwards</u>
KENNY SMITH-BEY JR	X				Dated <u>March 18, 2021</u>
R. TODD EDWARDS	X				
RICHARD DAWSON	X				
ALBERT JONES	X				

RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO UTILIZE THE SOURCEWELL PURCHASING COOPERATIVE TO PURCHASE FOUR (4) YAMAHA UMAX GOLF CARTS

WHEREAS, N.J.S.A. 40A:11-11(6) authorizes contracting units to participate in Purchasing Cooperatives; and

WHEREAS, the County of Todd, MN, hereinafter referred to as the “Lead Agency” has offered voluntary participation in the Sourcewell Purchasing Cooperative for Golf Carts & Utility Vehicles; and

WHEREAS, there was a Request for Bids, by the Lead Agency for the Golf Carts & Utility Vehicles for the Sourcewell Purchasing Cooperative; and

WHEREAS, Sourcewell awarded the contract for the Golf Carts & Utility Vehicles to Yamaha Golf Car Company, on July 27, 2017, by RFP# 051717; and

WHEREAS, it is the desire of the Cumberland County Utilities Authority to participate in this arrangement.

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

- That the Cumberland County Utilities Authority utilize Sourcewell Purchasing Cooperative contract awarded to Yamaha Golf-Car Company, 1270 Chastain Road NW, Kennesaw, GA 30144, contract # 051717-YGC; for the purchase of four (4) Yamaha UMAX Golf Carts at the established prices not to exceed the budgeted amount of \$42,000.00.

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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: MARCH 18, 2021

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
KENNY SMITH-BEY JR	X			
R. TODD EDWARDS	X			
RICHARD DAWSON	X			
ALBERT JONES	X			

RESOLUTION # 3155

Offered By Dawson

Seconded By T. Edwards

Dated March 18, 2021

A RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR INSTALLATION OF HEADWORKS EQUIPMENT – BAR SCREEN & GRIT REMOVAL SYSTEM

WHEREAS, the Authority's Executive Director has prepared and submitted, at this meeting, certain Specifications for Installation of Headworks Equipment – Bar Screen & Grit Removal System, as more fully appears in said Specifications; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications and authorize the advertisement for bids.

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

1. That the aforesaid Specifications referred to in the preamble of this Resolution, prepared and submitted by the Executive Director, be and the same are hereby approved.
2. That this Authority advertise for and accept bids Installation of Headworks Equipment – Bar Screen & Grit Removal System, as set forth in said Specifications, at the earliest possible date.
3. That the Secretary of this Authority prepares all necessary advertising for bids in a form satisfactory to the approval by the General Counsel of this 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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: MARCH 18, 2021

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
KENNY SMITH-BEY JR	X			
R. TODD EDWARDS	X			
RICHARD DAWSON	X			
ALBERT JONES	X			

RESOLUTION # **3156**

Offered By **Dawson**

Seconded By **T. Edwards**

Dated **March 18, 2021**

A RESOLUTION TO ESTABLISH, CONTINUE AND MAINTAIN ACCOUNTS WITH TRUIST (BB&T) AND TD WEALTH MANAGEMENT BANK AND SPECIFYING THE NUMBER AND TITLES OF AUTHORIZED SIGNATURES FOR THE TRANSACTIONS OF BUSINESS FOR THESE ACCOUNTS

WHEREAS, the Cumberland County Utilities Authority wishes to establish and maintain the following checking accounts with Truist (BB&T):

Payroll Checking Account	# 1310000212809
Operating Checking Account	# 1310000212795
Petty Cash Account	# 1310000212825
Daily Revenue Account	# 1310000212787
Escrow Account for	# 1310000212817
CCUA Sensors	

and;

WHEREAS, the Cumberland County Utilities Authority wishes to continue and maintain the following investment management accounts with TD Wealth Management:

Plant Reconstruction or Replacement Account	# 81-8886-06-1
General Account	# 81-8886-01-2
User Revenue Reserve	#81-8886-00-4

and;

WHEREAS, the Cumberland County Utilities Authority wishes to continue and maintain the following Trust accounts with TD Wealth Management:

Revenue Fund	# 81-8886-02-0
1997 Debt Service Reserve Fund	# 81-8886-03-8
Renewal & Replacement Fund	# 81-8886-05-3
1997 Bond Service Fund	# 81-8886-07-9
NJEIT 2010-2016 Project Account	# 81-8961-01-3

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

1. That the following accounts be established, continued, and maintained with Truist (Hereinafter called Bank):

- Payroll Checking
- Operating Checking
- Petty Cash Checking
- Daily Revenue
- Escrow Account for CCUA Sensors

Cumberland County Utilities Authority

CCUA RESOLUTION # 3156
MARCH 18, 2021
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2. That the following Investment Management and Trust accounts be continued and maintained with TD Wealth Management (Hereinafter called Bank):

Plant Reconstruction or Replacement Account
General Account
Revenue Fund
1997 Debt Service Reserve Fund
Renewal & Replacement Fund
1997 Bond Service Fund
User Revenue Reserve
NJEIT 2010-2016 Project Account

and there may be deposited to their credit any monies, checks, and other instruments which may come into possession of the Cumberland County Utilities Authority. Items for deposit or collection may be endorsed by any person authorized to sign checks, or endorsement thereof may be made in writing or by a stamp without designation of the person so endorsing.

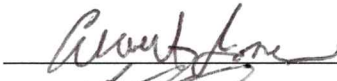

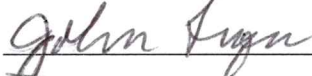

3. That any three (3) of the following Chairperson, Secretary, Treasurer or Vice-Chairman are authorized on behalf of the Cumberland County Utilities Authority to sign checks, savings withdrawals, and other instruments and orders for the payment of money or for the withdrawal or delivery of funds or other property at any time held by the Bank for the account of the Cumberland County Utilities Authority and to receive any thereof, and to issue instructions for the conduct of any account of the Cumberland County Utilities Authority with the Bank (b) to accept drafts, and other instruments payable at the Bank, and to Waive Demand, Protest and Notice of Protest or dishonor of any instrument made, drawn or endorsed by the Cumberland County Utilities Authority (c) to endorse, negotiate and receive, or authorize the payment of, the proceeds of, any negotiable or other instruments or orders for the payment of money payable to or belonging to the Cumberland County Utilities Authority.

4. That the Bank may honor all such checks and other instruments for the payment or delivery of money or property when signed as authorized above.

5. That the Bank as a designated depository, be, and thereby is authorized and directed to honor any oral telephonic order to transfer monies between the checking accounts and savings accounts and/or trustee accounts on behalf of the Cumberland County Utilities Authority by any person representing himself to be one of the above authorized signatures, the Executive Director, Deputy Director, or the person designated as the Authority Officer.

6. That the foregoing Resolution shall continue in full force and effect and the Bank may rely on it until a certified copy of a subsequent Resolution of the Board of Commissioners of the Cumberland County Utilities Authority modifying or rescinding any or all such resolutions shall have been actually received by the Bank.

7. That the names of the persons who respectively hold the offices or positions mentioned in the foregoing Resolution and their actual signatures are as follows:

<u>Name</u>	<u>Title</u>	<u>Signature</u>
Albert Jones	Chairperson	
Richard Dawson	Vice Chairperson	
John Fuqua	Secretary	
Donald Olbrich	Treasurer	

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, March 18, 2021 at 4:30 p.m. prevailing time.

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION <u>#3157</u>
ANGELIA EDWARDS	X				Offered By <u>Dawson</u>
WILLIAM ANDRE	X				Seconded By <u>T. Edwards</u>
ZARKO RAJACICH	X				Dated <u>MARCH 18, 2021</u>
KENNY SMITH-BEY JR	X				
R. TODD EDWARDS	X				
RICHARD DAWSON	X				
ALBERT JONES	X				

RESOLUTION APPROVING AND ADOPTING REVISIONS TO THE CUMBERLAND COUNTY UTILITIES AUTHORITY CASH MANAGEMENT PLAN

WHEREAS, the State of New Jersey requires all governmental bodies to annually adopt a cash management plan pursuant to N.J.S.A. 40A:5-14; and

WHEREAS, the Authority desires to update its cash management plan in accordance with the requirements of N.J.S.A. 40A:5-14; and

WHEREAS, the Authority's Executive Director and Business Administrator have reviewed the updated cash management plan and recommend adoption by the Commissioners of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority that

1. The updated Cash Management Plan attached to this resolution is hereby adopted and shall be in effect from January 1, 2021 and shall remain in effect until December 31, 2021.
2. That a copy of this plan be forwarded to the designated depositories contained in section IV of the Plan.

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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: MARCH 18, 2021

**Cumberland County Utilities Authority
2021 Cash Management Plan**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant and subject to the provision of N.J.S.A. 40A: 5-14, et seq., as amended, in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Cumberland County Utilities Authority, pending the use of such funds for the intended purposes. The plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made regarding the Deposits and Permitted Investments will be done to ensure the safety, liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

- A. The Plan is intended to cover the deposit and/or investment of all funds and accounts of the Cumberland County Utilities Authority to include:

BB&T

Daily Revenue Account
Operating Checking Account
Payroll Checking Account
Sensor Escrow Savings Account
Petty Cash Checking Account

TD Wealth Management:

General Account
Operating Account
Plant Reconstruction or Replacement
Revenue Fund
1997 Bond Service Fund
1997 Debt Service Reserve Fund
Renewal & Replacement Fund
User Revenue Reserve
NJEIT 2010-2016 Project Account

State of New Jersey Cash Management Funds:

Operating
Trust Accounts
and such other accounts as the Authority may legally establish.

The custodian of the accounts shall be the Chief Financial Officer. All disbursements shall be made by checks signed by three persons ("Officers") authorized by Resolution of the Authority with the exception of Other Trust Funds/Trust Accounts, which require the signature of the Chief Financial Officer only, or any three other Officers.

The Executive Director of the Authority is hereby designated as the Chief Financial Officer for the purposes of this Plan.

III. DESIGNATION OF OFFICIALS OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZED TO MAKE DEPOSITS OR INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such official of the Cumberland County Utilities Authority is directed to supply all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for

Cumberland County Utilities Authority

the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BB&T
TD Wealth Management

In addition, the Authority by Resolution may designate such other and/or additional financial institution as official depositories provided that any New Jersey bank must be covered by the New Jersey Governmental Unit Deposit Protection Act (GUDPA).

All such depositories shall acknowledge in writing receipt of this plan by sending a copy of such acknowledgment to the Designated Official (s) referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Cumberland County Utilities Authority referred to in this Plan may deal for purposes of buying and selling securities identified in this plan as Permitted Investments or otherwise providing for Deposit, to wit, any member of the New York Stock Exchange (NYSE), American Stock Exchange (ASE), National Association of Securities Dealers (NASD), provided all transactions are executed in the delivery vs. payment form between the brokerage firm or dealer and Cumberland County Utilities Authority's designated custodian. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

VI. PERMISSIBLE INVESTMENTS.

- A. Investments shall be limited by the express authority of the Local Fiscal Affairs Law, N.J.S.A. 40A:5-15.1 and except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan to the extent not otherwise held in Deposits, in the following Permitted Investments:
1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America and/or bonds or other obligations of the State of New Jersey or any of its political subdivisions provided that said bond or obligation is a legally authorized investment.
 2. Government money market mutual funds;
 3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
 5. Bonds or other obligations, having maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of Treasury for investment by Local Units;
 6. Local government investment pools;
 7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281 (C. 52:18A-90.4); or
 8. Agreements for the repurchase of fully collateralized securities if
 - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:19-41); and
 - e. a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:
(a) Which is registered with the Securities and Exchange Commission under the

Cumberland County Utilities Authority

- “Investment Company Act of 1940”, 15 U.S.C. sec 80a-1 et seq., and operated in accordance with 17 C.F.R. sec 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
 - (c) Which is rated by a nationally recognized statistical rating organization.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec 270.2a7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act”, P.L. 1968, c 410 (c52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions, cannot reasonably be expected at the time of interest rate adjustment, to have market value that approximates their par value; or utilized an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchases or redemption, has been registered continuously for a period of at least two year pursuant to Section 9 of P.L. 1967 c.9 (C49:3-56) and has at least \$25 Million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Cumberland County Utilities Authority, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Cumberland County Utilities Authority to assure that there is not unauthorized use of the funds or the Permitted Investments of Deposits. Purchase of any Permitted Investments that involve Securities shall be executed by a “delivery versus payment” method to ensure that such Permitted Investments are either received by the Cumberland County Utilities Authority or by a third-party custodian prior to or upon the release of the Cumberland County Utilities Authority funds.

To assure that all parties with whom the Cumberland County Utilities Authority deals either by way of Deposits or Permitted Investments are aware of the authority and the limits sets forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VIII. REPORTING REQUIREMENTS

At least monthly at a public meeting of the Authority, the Designated Official(s) referred to in Section III hereof shall supply to the Commissioners of the Cumberland County Utilities Authority a report of any Deposits of Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Cumberland County Utilities Authority as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased, or Deposits made.
- D. The book value of such Deposits or Permitted Investment.
- E. The earned income on such Deposits or Permitted Investments.
- F. The fees incurred to undertake such Deposits or Permitted Investments.

Cumberland County Utilities Authority

- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Commissioners of the Cumberland County Utilities Authority.

The report shall include all monthly trustee and other bank statements containing the required information.

IX. TERM OF PLAN

This Plan shall be in effect from January 2021 to December 2021. Attached to this Plan is resolution adopted by the Commissioners of the Cumberland County Utilities Authority approving this Plan for such a period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Commissioners of the Cumberland County Utilities Authority, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Adopted: MARCH 18, 2021

2021 CASH MANAGEMENT PLAN ACKNOWLEDGMENT

I enclose herewith a copy of the Cumberland County Utilities Authority Cash Management Plan for the calendar year 2021.

Please acknowledge receipt of this plan by signature below.

Cumberland County
Utilities Authority

Name of Bank

Phone Number

Name of Authorized Official

Authorized Signature

Date

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
ANGELIA EDWARDS	X				RESOLUTION # <u>3158</u>
WILLIAM ANDRE	X				Offered By <u>Dawson</u>
ZARKO RAJACICH	X				Seconded By <u>T. Edwards</u>
KENNY SMITH-BEY JR	X				Dated <u>March 18, 2021</u>
RICHARD DAWSON	X				
R. TODD EDWARDS	X				
ALBERT JONES	X				

RESOLUTION APPOINTING DONALD OLBRICH AS TREASURER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY

WHEREAS, N.J.S.A. 40:14B-18 authorizes the Authority to appoint and employ such agents and employees as it may require; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority determine it necessary and proper to appoint a Treasurer.

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

1. That Donald Olbrich be appointed as Treasurer of the Cumberland County Utilities Authority for a term of five years, to expire on the 31st day of January 2026 or until his respective successor shall have been appointed and qualified.
2. That Donald Olbrich is authorized on behalf of the Cumberland County Utilities Authority to sign checks and direct transfers of monies between Cumberland County Utilities Authority accounts.
3. Be it further resolved that the duties and compensation of the Treasurer may, from time to time, be determined and fixed by the Commissioners of the Cumberland County Utilities 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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: MARCH 18, 2021

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
ANGELIA EDWARDS	X			
WILLIAM ANDRE	X			
ZARKO RAJACICH	X			
KENNY SMITH-BEY JR	X			
RICHARD DAWSON	X			
R. TODD EDWARDS	X			
ALBERT JONES	X			

RESOLUTION # 3159

Offered By Dawson

Seconded By Andre'

Dated March 18, 2021

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 **\$288,771.44** 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, March 18, 2021 at 4:30 p.m. prevailing time.

DATED: **MARCH 18, 2021**