



AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
JANUARY 20, 2022

1. CALL TO ORDER
2. ANNOUNCEMENT THAT ADEQUATE NOTICE OF THIS MEETING WAS PROVIDED IN ACCORDANCE WITH CHAPTER 231, P.L. 1975 (THE OPEN PUBLIC MEETINGS ACT)
3. FLAG SALUTE
4. ROLL CALL
5. MINUTES OF THE REGULAR MEETING OF DECEMBER 16, 2021
6. OPEN FLOOR FOR PUBLIC COMMENTS ON ITEMS ON AGENDA
7. **REPORTS**
 - A. DIRECTOR
 - B. ENGINEER
 - D. GENERAL COUNSEL
 - E. COMMITTEES
 - (1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Andre
 - (2) EMPLOYEE RELATIONS – Commissioner Rajacich
 - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner Smith-Bey
 - (4) OPERATIONS/INSURANCE – Vice-Chairperson Dawson
 - (5) FINANCE AND BUDGET COMMITTEE – Commissioner Whelan
 - (5) AD HOC – Commissioner A. Edwards
8. **RESOLUTIONS**
 - #3225** A RESOLUTION APPROVING SPECIFICATION AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR SLUDGE AND SOLID WASTE HAULING SERVICES
 - #3226** RESOLUTION AWARDDING A CONTRACT FOR INFORMATION TECHNOLOGY CONSULTANT SERVICES
 - #3227** A RESOLUTION DESIGNATING THE APPOINTMENT OF A RECORDS CUSTODIAN FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY FOR THE PURPOSE OF OPEN PUBLIC RECORDS
 - #3228** RESOLUTION APPOINTING MINERVA SCOGNA AS THE CUMBERLAND COUNTY UTILITIES AUTHORITY'S COMPLIANCE OFFICER
 - #3229** RESOLUTION APPOINTING MINERVA SCOGNA AS ASSISTANT SECRETARY/TREASURER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
9. **TREASURER'S REPORT**
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION **#3230** - APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS CHAIRMAN'S REMARKS
10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
11. PUBLIC PORTION
12. EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS WITH NO ACTION PLANNED
13. ADJOURNMENT

NEXT BOARD MEETING SCHEDULED FEBRUARY 17, 2022

CUMBERLAND COUNTY UTILITIES AUTHORITY
January 20, 2022

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday January 20, 2022, 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, Chairman
Richard Dawson, Vice-Chairman
William Whelan, Commissioner
Dean Dellaquila, Commissioner
Zarko Rajacich, Commissioner
Kenny Smith-Bey, Commissioner
Stephanie Mick, Acting Secretary/Business Administrator
Bob Carlson, Executive Director
Donald Olbrich, Treasurer
Kevin McCann, General Counsel
Steve Testa, Auditor
Robert Serpente, Engineer
Dan Jefferson, Deputy Director
Minerva Scogna, Administrative Secretary

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.

Acting Secretary Mick called the roll, and a quorum was present. Commissioners Edwards and Andre' and Secretary Fuqua were listed as absent.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of December 16, 2021. Motion was made by Vice-Chairman Dawson and seconded by Commissioner Rajacich and carried unanimously at roll call.

Chairman Jones opened the floor for public comments. There were no public comments.

Chairman Jones called for reports.

Executive Director

Executive Director Carlson submitted the December 2021 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting.

Activities for the Month:

- I would like to start off by wishing everyone a Happy & Healthy New Year and thank everyone for taking the time to attend today's Board Meeting.
- **Budget & Finance** – The Authority has started preparing for the 2021 Audit.
- **Industrial Pretreatment Program** –
 - The Authority had advertised a new IPP Permit for Upper Deerfield's Potable Water Nitrate Removal System for 30 days and received no public comments. Therefore, a new permit will be issued to Upper Deerfield once the Permit & Connection Fees are submitted.
 - The Authority has again met with representatives from the City of Bridgeton to investigate the excess flow and grit coming from Ardagh Inc. The Authority has involved legal counsel in an effort to come to an acceptable solution to these issues.

- **Sludge Disposal** – The Authority is currently hauling two (2) loads per day to DELCORA with C&H providing assistance as needed.
- **Plant Discharge** – The plant is operating well, and we are meeting our effluent discharge limits, in some cases we are meeting those limits in single digits.
- **Operations and Maintenance** –
 - The Authority has filled the primary digester and has placed it in-service. A problem with the boiler developed causing an upset condition, and an outside vendor has been contracted to repair the boiler. We are hopeful to have the boiler up and running by the end of the month.
 - The Head Structure upgrade project has continued this month with no problems being reported. The first of the major pieces of equipment started arriving at the end of December. The anticipated completion date is July 2022.
 - The Authority is working in cooperation with the New Jersey Department of Agriculture by providing samples of the plant influent for COVID-19 testing.
- **Collection System** – The Authority personnel responded to a force main break in the Upper Deerfield section of the service area. The effected pipe did not belong to the Authority and was handled by the appropriate people.
- **Miscellaneous** –As a continuing effort to be open and transparent the Authority is going to include a copy of the Bill List with the monthly Resolutions posted online.

Engineer

Mr. Serpente introduced himself and explained they were new and that he had a kickoff meeting with the Authority. He explained that they were looking at the sludge movement within the plant and that they would submit a report in a short amount of time.

Auditor

Mr. Testa reported that we have provided staff assistance as requested.

He explained the GASB 75 Other Post-Employment Benefits (OPEB) report has not yet been made available by the State of New Jersey. The State has indicated they expect to release their report either the end of this week, which is not looking good, or sometime next week. As a result, the 2020 Audit has not yet been finalized. We are continuing to work on that Audit to the extent we can, as well as beginning planning for the 2021 Audit. We will keep you posted

Commissioner Whelan reiterated that we were not the only public entity that are in the same position with the State. Mr. Testa replied that any authority that is in the State benefit system has to rely on that report to report on their financial statement. He explained that any Authority that has their own benefits and not on the State program do not have to rely on this report for their financial statements.

General Counsel

Mr. McCann explained he did not have anything to report in the public session but that he did have comments for the Executive Session. He welcomed the new Administrative Secretary Minerva Scogna and explained that they both started at the same law firm.

Committees

There were no Committee meetings this past month.

RESOLUTIONS

RESOLUTION (3225) APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR SLUDGE AND SOLID WASTE HAULING SERVICES offered by Vice-Chairman Dawson, seconded by Commissioner Dellaquila, and carried unanimously at roll call.

RESOLUTION (3226) AWARDING A CONTRACT FOR INFORMATION TECHNOLOGY CONSULTANT SERVICES offered by Commissioner Whelan, seconded by Vice-Chairman Dawson, and carried unanimously at roll call.

RESOLUTION (3227) DESIGNATING THE APPOINTMENT OF A RECORDS CUSTODIAN FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY FOR THE PURPOSES OF OPEN PUBLIC RECORDS offered by Commissioner Dellaquila, seconded by Vice-Chairman Dawson, and carried unanimously at roll call.

RESOLUTION (3228) APPOINTING MINERVA SCOGNA AS THE CUMBERLAND COUNTY UTILITIES AUTHORITY'S COMPLIANCE OFFICER offered by Vice-Chairman Dawson, seconded by Commissioner Whelan, and carried unanimously at roll call.

RESOLUTION (3229) APPOINTING MINERVA SCOGNA AS ASSISTANT SECRETARY/TREASURER OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY offered by Vice-Chairman Dawson, seconded by Commissioner Whelan, and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$121,771.91
Operating Account	\$2,507,072.50
Petty Cash	500.00
Sensor Account	\$8,733.58
General Account	\$4,324,547.86
Plant Reconstruction/Replacement	\$6,003,174.18
User Revenue Reserve	\$838,622.49
Trust Account	\$2,632,800.31
Total Cash Position	\$16,437,222.83

The Treasurer reported that the bills submitted for payment today for the Operating Account total \$692,650.48. The Authority Chairman and Secretary have checked the vouchers. The Operating Account has sufficient funds to cover these checks and approval of Resolution (3230) is recommended. The monthly bank statements are available for review if anyone is interested.

RESOLUTION (3230) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Vice-Chairman Dawson, seconded by Commissioner Whelan, and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones welcomed Ms. Scogna to the Authority and how he is looking forward to working with her. He wished everyone a Happy New Year and is hoping that everything moves forward this year. He thanks the staff and all the employees for all of their hard work that they do.

Commissioners-Public Remarks

Vice-Chairman Dawson welcomed Ms. Scogna and explained one of the things in her job title that was previously done by Ms. Mick is the entertain OPRA requests and he explained she is uniquely qualified to manage those requests to make sure we are in compliance. He thanked the Director for a good job because he knew this was important to the board to remain transparent and compliant.