



AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
APRIL 21, 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 & EXECUTIVE SESSION OF MARCH 17, 2022
6. OPEN FLOOR FOR PUBLIC COMMENTS ON ITEMS ON AGENDA
7. **REPORTS**
 - A. EXECUTIVE DIRECTOR – ROBERT CARLSON
 - B. ENGINEER - CES
 - C. GENERAL COUNSEL - KEVIN McCANN
 - D. AUDITOR – ROMANO, HEARING, TESTA & KNORR
 - E. COMMITTEES
 - (1) EMPLOYEE RELATIONS - ZARKO RAJACICH
 - (2) INDUSTRIAL WASTE – DEAN DELLAQUILA
 - (3) COMMUNITY RELATIONS- ANGELIA EDWARDS
 - (4) INSURANCE - KENNEY SMITH-BEY, JR
 - (5) OPERATIONS – RICHARD DAWSON
 - (6) FACILITY EXPANSION – WILLIAM ANDRE
 - (7) FINANCE AND BUDGET- WILLIAM WHELAN
8. **RESOLUTIONS**
 - #3239** RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACT FOR BOND COUNSEL
 - #3240** RESOLUTION REJECTING BIDS AND AUTHORIZING RE-ADVERTISEMENT FOR BIDS FOR SLUDGE AND SOLID WASTE HAULING SERVICES
 - #3241** RESOLUTION RESCINDING RESOLUTION #3180 A RESOLUTION AWARDDING CONTRACT TO PENNONI ASSOCIATES, INC. FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION BIOSOLIDS HANDLING SYSTEM EVALUATION PHASE A
 - #3242** RESOLUTION AWARDDING CONTRACT TO CONSULTING ENGINEER SERVICES FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION BIOSOLIDS HANDLING SYSTEM EVALUATION
9. **TREASURER'S REPORT**
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION **#3243** - APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS CHAIRMAN'S REMARKS
10. CHAIRPERSON'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

NEXT BOARD MEETING SCHEDULED MAY 19, 2022

CUMBERLAND COUNTY UTILITIES AUTHORITY
March 17, 2022

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday March 17, 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
Angelia Edwards, Commissioner
William Andre, Commissioner
Zarko Rajacich, Commissioner
Kenny Smith-Bey, Commissioner
William Whelan, Commissioner
Dean Dellaquila, Commissioner
Bob Carlson, Executive Director
Dan Jefferson, Deputy Director
Donald Olbrich, Treasurer
Carol Maier, Interim Secretary
Kevin McCann, General Counsel
Steve Testa, Auditor
Norman Rodgers, Engineer
Stephanie Mick, Business Administrator
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 Commissioner Jones led the flag salute.

Administrative Secretary Scogna called the roll, and a quorum was present. Commissioners Edwards and Smith-Bey were listed as absent.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting and Executive Session of February 17, 2022. Chairman Jones requested two corrections in the Executive Session minutes changing board member to board officer and changing potential problems to potential litigation.

Motion to approve the minutes with corrections was made by Vice Chair Dawson and seconded by Commissioner Whelan and carried unanimously at roll call.

Chairman Jones asked for a moment of reflection for the people of Ukraine.

Motion to Open the Floor for Public Comments on Items on the Agenda offered by Commissioner Dawson, seconded by Commissioner Whelan, and carried unanimously at roll call.

There were no comments on agenda items.

RESOLUTION (3236) APPOINTING CAROL MAIER AS INTERIM SECRETARY offered by Vice Chair Dawson, seconded by Commissioner Whelan, and carried unanimously at roll call.

Chairman Jones called for reports and welcomed the Interim Secretary Carol Maier to the Board.

REPORTS

Director Bob Carlson congratulated the new Interim Secretary and offered his assistance.

Director Carlson submitted the January 2022 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The director started off by thanking everyone for taking the time to attend today's board meeting.

Director Carlson advised that CES submitted a proposal to CCUA for the evaluation to study two (2) alternatives to process the daily volume of sludge solids to control disposal costs at the CCUA Wastewater Treatment Plant (WWTP).

The Director reported the Budget and Finance Committee met on March 11, 2022, to review the 2020 Audit and to establish "Roles & Responsibilities" of the committee. The Authority is continuing to work on documents for the 2021 Audit. The Budget & Finance Committee will present a more detailed report.

Director Carlson reported that Ardagh Glass has provided an update to the City of Bridgeton and the CCUA stating that they are in the process of replacing valves, contracting the clearing of lines, and undergoing Engineering evaluation. The City of Bridgeton is reporting that their pump hours per day have returned to normal the accumulation of grit and glass has been reduced, but not eliminated. A vendor has volunteered to install a trial external strap on flow meter in Ardagh's basement to verify flow. The logistics of installation is still being worked out.

The Director reported on sludge disposal and that the Authority is currently hauling two (2) loads per day to DELCORA with C&H providing assistance as needed. The sludge storage tank is at an acceptable level at this time.

Director Carlson advised the plant has experienced some minor effluent quality issues due to the extreme fluctuations in weather temperatures. Operations has made some alterations to the process which has improved the situation. The plant is now operating well and within permit limits.

The Director noted the following as to Operations and Maintenance:

Operations has begun adding polymer to the secondary clarifiers to help improve the settling issues. The polymer has resulted in better effluent quality.

The head structure upgrade project has continued this month with no problems being reported. Major pieces of equipment are arriving onsite.

Maintenance and Collection System personnel assisted Quad Construction with the removal of the bar screen and related emergency work at Glass Street Pump Station.

The digested sludge gravity thickener belt is out of service currently due to the back drive pump replacement. Due to the current supply chain issues, we are still awaiting an estimated delivery date. Staffing schedules have been temporarily altered to account for this downtime.

Operations received its annual Effluent Discharge Permit inspection with minor observations being reported. All observations have been addressed at this time.

The primary digester's temperature has been brought up to operational temperature and the process is currently in the stabilization stage.

The Director also noted as previously stated, all emergency work at Glass Street has been completed. The invoice for the emergency repairs came in at \$20,000.00 or 27% under budget. The three pumps at Glass Street are in need of replacement. The Authority has three new pumps and will be advertising a bid for their replacement.

Director Carlson advised the Authority has conducted Personal Protective Equipment training this month. The training was provided to all applicable employees.

The Authority's fence in front of the Administration Building was hit by a Hit-and-Run driver. The City of Bridgeton Police were notified, and an insurance claim was filed with our insurance company.

The Authority has begun its fencing upgrade project this month.

The Authority has posted for sale various surplus items on the auction site GovDeals.

An Executive Session has been scheduled for tonight's meeting for Legal and Personnel Matters with no actions planned.

Engineer

Norman Rogers from Consulting Engineer Services reported that they are submitting a proposal to do a study which would evaluate alternatives to reduce total daily volume of sludge being produced to reduce costs for offsite disposal. That is all we have to report this evening.

Vice Chair Dawson posed a question as to whether this is a process that is used at other facilities. Mr. Carlson responded that the CCUA is currently hauling liquid sludge and it might be more feasible to produce a dryer cake and dispose of it off site as opposed to liquid sludge. Vice Chair Dawson then asked if this was a proven track record and Director Bob Carlson replied that it was.

General Counsel

General Counsel, Kevin McCann advised that there was nothing to report in open session.

Auditor

REPORT GIVEN BY STEPHEN TESTA, AUDITOR AT THE MARCH 17, 2022, MEETING OF COMMISSIONERS:

We attended a finance and budget committee meeting and reviewed the draft of the 2020 Audit Report in detail. Draft copies of the audit report were also sent to the rest of the Commissioners for their review