



AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
MAY 19, 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 APRIL 21, 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. **RESO**
#3244 RESOLUTION TO ENTER INTO A CONTRACT WITH FORD-SCOTT & ASSOCIATES, LLC FOR PAYROLL AUDITING CONSULTANT SERVICES
9. **TREASURER'S REPORT**
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION **#3245** 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. MOTION TO ENTER INTO EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS WITH NO ACTION PLANNED
14. ADJOURNMENT

NEXT BOARD MEETING SCHEDULED JUNE 16, 2022

CUMBERLAND COUNTY UTILITIES AUTHORITY
May 19, 2022

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, May 19, 2022, in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Richard Dawson, Vice-Chairman
William Andre, Commissioner
Zarko Rajacich, 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
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 Chairman Jones led the flag salute.

Interim Secretary Maier called the roll, and a quorum was present. Commissioners Edwards and Smith Bey were listed as absent.

Commissioner Rajacich called for a motion to approve the minutes of the Regular Monthly Meeting and Executive Session of the April 21, 2022, meeting, which was seconded by Vice Chair Dawson. Due to excused absence at the April 21, 2022, meeting Chairman Jones and Commissioner Whelan abstained from the vote.

Motion to table April 21, 2022, meeting minutes to the next meeting due to lack of quorum, offered by Vice Chair Dawson and seconded by Commissioner Rajacich and carried unanimously at roll call.

Motion to Open the Floor for Public Comments on Items on the Agenda offered by Chairman Jones.

There were no public comments on agenda items.

REPORTS

**Cumberland County Utilities Authority
Authority Board Meeting Thursday May 19th , 2022
Report of Executive Director**

Mr. Chairman, Commissioners, Staff, and members of the Public: I would like to begin by submitting the Discharge Monitoring Report (DMR) for March 2022 for inclusion into the minutes of this report.

Activities for the Month:

- I would like to start off by thanking everyone for taking the time to attend today's Board Meeting.
- **Budget & Finance**
 - The Authority is continuing working on documents for the 2021 Audit and will have all required audit documents to the Auditor by the end of the month.
- **Industrial Pretreatment Program –**
 - The City of Bridgeton is reporting that their pump station #3, pump hours per day have continued to be normal the accumulation of grit and glass has been reduced, but not eliminated. During a routine inspection by the Authority's IPP Technician a broken clean-out was discovered. The City of Bridgeton was notified temporary repairs were made, and Ardagh Glass will be making permanent repairs. We will continue to monitor the situation and provide assistance as requested.
- **Sludge Disposal** – 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.

- **Plant Discharge** – The plant is operating well, and we are meeting those limits in the single digits.

- **Operations and Maintenance** –
 - The head structure upgrade project has continued this month with no problems being reported. Pennoni Engineering hosted a pre-start-up meeting on May 4th as phase 1 of the project nears completion. Start-up of one of the grit systems is currently scheduled for the beginning of June.
 - The digested sludge gravity thickener belt is back in-service with the gearbox having been rebuilt. Maintenance has also replaced the VFD on this unit with no problems being reported at this time.
 - Operations has taken the north aeration tanks and the north contact tank out of service at this time. This is the normal operating configuration during the warmer months.
 - Operations has placed the south secondary digester back in-service.

Collection System –

- **Miscellaneous** –
 - The fencing contractor has completed the fencing upgrade project this month with no problems being reported at this time.
 - The Authority has ordered the new laboratory hood in advance of the laboratory hood replacement project.
 - As previously been reported the Authority is going to have an independent 3rd party payroll audit conducted. Resolution #3244 on tonight's agenda is to enter into a professional services contract with Ford Scott to complete said services.
 - The Authority is preparing a written respond to address some inconsistencies in the NJDEP's "Draft" copy of the Authority's new Discharge Permit.

- o The Authority is currently advertising for a Licensed Electrician and Resident Engineer. The Authority has received two (2) resumes and interviewed (one) 1 candidate for both the Resident Engineer's and Licensed Electrician's positions.
- o An Executive Session is on tonight's agenda for personnel matters with no action anticipated.
- o I would like to take this opportunity to thank Commissioner Dean Dellaquila for his dedication and devotion to both the CCUA and the City of Bridgeton during his career, and we wish him well in his retirement.

Engineer

MAY 2022

PREPARED BY: CONSULTING ENGINEER SERVICES

645 Berlin Cross Keys Road, Suite 1, Sicklerville, NJ 08081

REPORT SUMMARY

On April 14, 2022, we met with Bob Carlson and Daniel Jefferson. We discussed the operation of the CCUA wastewater system and focused on the sludge handling, digestion, and disposal.

Primary and waste secondary sludges are digested and trucked as a liquid to DELCORA WPCP, Chester, PA where the sludge is incinerated. The concentration of the digested sludge is 3% to 5% solids and is trucked in 2 to 3 tankers per day.

The discussion with Mr. Carlson and Mr. Jefferson included options to be considered for dewatering undigested primary and waste secondary sludges to a cake of 25% solids (min.) and take advantage of additional disposal options to include the ACUA incinerator and the Synagro Composting Facility.

The wastewater industry has various choices of equipment to dewater sludge ranging from high and low speed centrifuges, screw and screen presses, and belt filter presses. We are planning a meeting to discuss the options for the dewater equipment that has a proven track record of performance.

We plan to interview other wastewater plant operators to discuss their dewatering operating experience with various types and brands of equipment and level of performance. A report on the findings for equipment considered and performance experiences will be provided.

Samples of the plant sludges will be collected for bench scale equipment testing on two (2) types of dewatering equipment that is most likely a best fit for plant sludges and operations for the CCUA WWTP.

Plant tour was performed on April 14, 2022, and we were impressed with all the operators knowledge and performance of the plant in producing a sparkling and clean effluent.

The solid handling of the waste secondary sludge thickening operation was observed producing a 4% solid sludge. This is a good operation as the waste secondary sludges begins treatment at less than 1% solids.

General Counsel

No report.

Auditor

REPORT GIVEN BY STEPHEN TESTA, AUDITOR AT THE MAY 19, 2022, MEETING OF COMMISSIONERS:

We provided staff assistance as requested. We are performing preliminary testing procedures (remotely) for the 2021 Audit. Once the Authority has completed the supporting workpapers and documentation we will schedule time for the fieldwork to commence.

Committees

No reports.