



AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
July 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 JUNE 16, 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 –
 - (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**
 - #3252 RESOLUTION & AUTHORIZING ADVERTISEMENT FOR BIDS FOR FURNISHING OUTSIDE LAB SERVICES
 - #3253 RESOLUTION ENTER INTO A SHARED SERVICE AGREEMENT WITH THE CUMBERLAND COUNTY IMPROVEMENT AUTHORITY CONCERNING HAZARDOUS WASTE DAYS
 - #3254 RESOLUTION APPOINTING CAROL MAIER AS SECRETARY OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
 - #3255 RESOLUTION AUTHORIZING THE AUTHORITY EXECUTIVE DIRECTOR TO NEGOTIATE WITH INTERESTED VENDORS FOR SLUDGE & SOLID WASTE HAULING SERVICES
 - #3256 RESOLUTION AWARDED CONTRACT TO CTX INFRASTRUCTURE FOR MISCELLANEOUS CONSTRUCTION SERVICES
 - #3258 RESCINDED RESOLUTION APPROVING INFLATION ADJUSTMENT FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY
9. **TREASURER'S REPORT**
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION #3257 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 AUGUST 18, 2022

CUMBERLAND COUNTY UTILITIES AUTHORITY
July 21, 2022

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, July 21, 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
Angelia Edwards, Commissioner
William Andre, Commissioner
Kenney Smith-Bey, Commissioner
Zarko Rajacich, Commissioner
William Whelan, Commissioner
Viola Thomas-Hughes, Commissioner
Bob Carlson, Executive Director
Dan Jefferson, Deputy Director
Donald Olbrich, Treasurer
Carol Maier, Interim Secretary
Kevin McCann, General Counsel
Steve Testa, Auditor
Minerva Scogna, Administrative Secretary
Director, Darlene Barber, CCUA Liaison

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, Commissioner Thomas-Hughes was enroute, and a quorum was present.

Vice Chairman Dawson called for a motion to approve the minutes of the Regular Monthly Meeting of the June 16, 2022, meeting, which was seconded by Commissioner Smith-Bey.

Chairman Jones opened the floor for public comments on items on the agenda.

Sandra Acevedo, from Upper Deerfield, made a request that agenda items be listed on the public agenda, the new format does not list them.

REPORTS

Cumberland County Utilities Authority Authority Board Meeting Thursday July 21, 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 May 2022 for inclusion into the minutes of this report.

Activities for the Month:

- I would like to start by thanking everyone for taking the time to attend today's Board Meeting.

• Budget & Finance

- The Authority continues to work with the Auditor on the 2021 audit.

- **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 our effluent discharge limits, in some cases we are meeting those limits in the single digits.

• Operations and Maintenance –

- The head structure upgrade project has continued this month. The grit system was placed in-service on June 29th, 2022, and it was discovered that the actual flow to the grit cleanse unit was less than the engineered design. Pennoni Engineering and Hydro International developed a temporary piping design, which was installed on July 13th, 2022. The unit has been operational since then with no major issues to report. Pennoni Engineering and

Hydro International has submitted a permanent piping schematic today which will be installed shortly.

- The MBE Mark III the contractor for the head structure upgrade project has started the installation of the new fine screen bar screen, with an anticipated startup date of the week of August 8th, 2022.
- Operations has contracted Mobile Dredging / Video Pipe to clean out the rapid mix box at the head structure.
- Management staff met with representatives from SHI to discuss the status of the planned SCADA upgrade.
- Operations has placed the equalizations tanks back in-service at this time. The tanks had been removed from service to accommodate work that needed to be completed for the head structure upgrade project.
- Management staff met with representatives from the FDA to discuss the Authority's development of a Cyber Action Plan which will aid in the protection from Cyber-attacks.
- Emergency replacement/repair to the septage pump station discharge force main has begun, and it is anticipated that this work will be completed next week.

• **Collection System** – The Authority is waiting for preliminary designs for Glass Street Pump Station upgrades / rehabilitation.

Miscellaneous –

- The Authority has received a new NJDEP Discharge Permit.
- The Authority is in the process of collecting samples for analysis for the sludge processing master plan.
- The Authority has hired Frank Oertle to the position of Electrician / Instrument Tech. Frank holds a NJ Electrical License and he started with the Authority on July 18th, 2022.

- An unlicensed Shift Operator resigned to pursue other career opportunities. The Authority has hired a Licensed Shift Operator Eric Frye as his replacement. Eric holds a NJDEP C-2 collections license, NJDEP S-2 wastewater treatment license, NJDEP Backflow preventor license and well as a class B CDL license. Eric will be starting with the Authority on August 22nd, 2022.
- An Executive Session is on tonight's agenda for personnel matters with action anticipated.

Engineer

No report.

General Counsel

No report.

Auditor

REPORT GIVEN BY STEPHEN TESTA AUDITOR AT THE JULY 21, 2022, MEETING OF COMMISSIONERS:

We provided staff assistance as request.

We are continuing to work on the 2021 Audit. It should be noted the GASB 68 and GASB 75 State Audit Reports are not yet available. We will keep you posted as the audit progresses.

Committees

No report.

RESOLUTIONS

RESOLUTION **(3252)** RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR FURNISHING OUTSIDE LABORATORY SERVICES, offered by Vice Chair Dawson and seconded by Commissioner Rajacich.