



**AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
OCTOBER 19, 2023**

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. MOTION TO OPEN THE MEETING TO THE PUBLIC FOR COMMENTS ON THE AGENDA
6. MINUTES OF THE REGULAR MEETING & EXECUTIVE SESSION MINUTES OF SEPTEMBER 21, 2023
7. **REPORTS**
  - A. EXECUTIVE DIRECTOR – ROBERT CARLSON
  - B. ENGINEER – SUBURBAN CONSULTING ENGINEERS
  - C. GENERAL COUNSEL - KEVIN McCANN
  - D. AUDITOR – ROMANO, HEARING, TESTA & KNORR
  - E. COMMITTEES
    - (1) EMPLOYEE RELATIONS – ZARKO RAJACICH
    - (2) INDUSTRIAL WASTE – RON MARINO
    - (3) COMMUNITY RELATIONS- ANGELIA EDWARDS
    - (4) INSURANCE - KENNY SMITH-BEY, JR
    - (5) OPERATIONS – RICHARD DAWSON
    - (6) FACILITY EXPANSION – JOHN DADDARIO
    - (7) FINANCE AND BUDGET- WILLIAM WHELAN
    - (8) AD HOC – MIRELLA PICCIONI
8. **RESOLUTIONS**
  - #3343 A RESOLUTION AUTHORIZING PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS
  - #3344 RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2024 BUDGET
  - #3345 RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS OF THE SEWER USE RULES AND REGULATIONS AND ON THE 2024 AUTHORITY BUDGET
  - #3346 RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF BANKING SERVICES
  - #3347 RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE SOLUTION
9. **TREASURER'S REPORT**
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION #3348 APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
10. CHAIRPERSON'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

*NEXT BOARD MEETING SCHEDULED NOVEMBER 16, 2023*

**CUMBERLAND COUNTY UTILITIES AUTHORITY  
REGULAR MONTHLY MEETING  
October 19, 2023**

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, October 19, 2023, in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

**Representing the CCUA:**

Albert Jones, Chairman  
William Whelan, Vice Chairman  
John Daddario, Commissioner  
Richard Dawson, Commissioner  
Mirella Piccioni, Commissioner  
Ron Marino, Commissioner  
Kenny Smith-Bey, Commissioner  
Angelia Edwards, Commissioner  
Bob Carlson, Executive Director  
Dan Jefferson, Deputy Director  
Donald Olbrich, Treasurer  
Carol A. Maier, Board Secretary  
Kevin McCann, General Counsel  
Steve Testa, Auditor  
Nicole Brown, Client Dev. Manager, Suburban Engineering  
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 the flag salute.

Secretary Maier called the roll. A quorum was present.

### **ATTENDANCE REPORT**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Albert Jones	Chairman	Present	
William Whelan	Vice Chairman	Present	
John Daddario	Commissioner	Present	
Mirella Piccioni	Commissioner	Present	
Richard Dawson	Commissioner	Present	
Ron Marino	Commissioner	Present	
Kenneth Smith-Bey	Commissioner	Present	
Angelia Edwards	Commissioner	Present	
Zarko Rajacich	Commissioner	<b>Excused</b>	
Bob Carlson	Executive Director	Present	
Dan Jefferson	Deputy Director	Present	
Don Olbrich	Treasurer	Present	
Carol A. Maier	Board Secretary	Present	
Kevin McCann	General Counsel	Present	
Steve Testa	Auditor	Present	
Nicole Brown	Suburban Engineering	Present	
Minerva Scogna	Adm. Secretary	Present	

Motion to Open the Floor for Public Comments for Items on the Agenda offered by Vice Chair Whelan, seconded by Commissioner Edwards and approved.

### **PUBLIC COMMENTS**

Ms. Ridgway asked about the increase in the 2024 budget.

Motion to Close Public Comment portion on agenda items offered by Commissioner Dawson, seconded by Vice Chair Whelan and approved.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of September 21, 2023. The motion was offered by Vice Chair Whelan, seconded by Commissioner Dawson, Commissioner Piccioni and Commissioner Marino abstained, motion was approved.

## **EXECUTIVE DIRECTOR REPORT**

Cumberland County Utilities Authority  
Authority Board Meeting Thursday October 19, 2023  
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 Sep 2023 for inclusion into the minutes of this report.

Activities for the Month:

- **Budget & Finance**
  - The Authority continues to supply requested information to the Auditor for the 2022 Audit.
  - The Authority has presented the 2024 Draft Budget to the Budget and Finance Committee for review.
  - The Authority had conversations with the Budget and Finance Committee regarding issuing an RFP for Banking Services.
- **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** –
  - On September 20th, operations staff placed the west equalization basin in-service.
  - On September 26th, the NJDEP conducted an inspection of the Authority's air permits for the collection system. The results of that inspection are pending.
  - On September 27th, operations staff switched primary clarifier sludge pumps.

**EXECUTIVE DIRECTOR'S REPORT CONTINUED:**

- On October 2nd thru October 5th, American Aquatic performed the sampling for the Bioassay analysis. The sampling went well while the results of the bioassay analysis are pending.
- On October 3rd, operations personnel sampled the influent and effluent streams for priority pollutants. No issues were reported during the sampling and the results of the analysis are pending.
- On October 5th, operations staff placed the south contact basin on-line in preparation for the colder temperatures expected in the coming months. Longer detention times are needed during colder temperatures to ensure proper disinfection of the effluent.
- **Collection System**
  - On September 26th, the EPA Region 2 conducted an inspection of the Collection System with no issues being reported.
- **Miscellaneous**
  - The Authority has been in contact with the County regarding possible sewer service extensions and amending the current NJDEP Sewer Service Area map. I will keep the Board advised as discussions materialize.
  - The Authority had a meeting Marathon Engineering and Environmental Services to discuss a project in Upper Deerfield and possible connection to CCUA's Upper Deerfield's force main.
  - The authority continues working with Suburban Engineering on the Plant Rehabilitation and Dewatering Projects. Suburban Engineering has supplied the Authority with preliminary (60%) design documents for review.
  - Suburban Engineering conducted a site visit for the Laboratory fume hood and plant rehabilitation project on October 2nd.
  - The Union still hasn't supplied the Authority with any dates to start contract