

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
August 21, 2014

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 JULY 17, 2014
6. REPORTS
 - A. DIRECTOR
 - B. ENGINEER
 - C. AUDITOR
 - D. GENERAL COUNSEL
 - E. COMMITTEES
 - (1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Friedman
 - (2) EMPLOYEE RELATIONS – Commissioners Edwards
 - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner Olbrich
 - (4) FINANCE AND BUDGET – Vice-Chairman Wasserman
 - (5) OPERATIONS/INSURANCE - Commissioner Boutros
 - (6) AD HOC – Commissioner Bethea
7. RESOLUTIONS
 - A. RESOLUTION APPOINTING A TEMPORARY PURCHASING AGENT
8. TREASURER'S REPORT
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
9. CHAIRMAN'S REMARKS
10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
11. PUBLIC PORTION
12. ADJOURNMENT

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
EDWARD BETHEA				x
SAMEER BOUTROS	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
ALBERT JONES	x			

RESOLUTION 2635
 Offered By Wasserman
 Seconded By Friedman
 Dated August 20, 2014

RESOLUTION APPOINTING A TEMPORARY PURCHASING AGENT

WHEREAS, the Cumberland County Utilities Authority appointed Sandra Acevedo as Qualified Purchasing Agent by Resolution # 2253 on March 19, 2009; and

WHEREAS, N.J.S.A. 40A:11-9g provides a vacancy provision; and

WHEREAS, Sandra Acevedo retired from the Cumberland County Utilities Authority on July 31, 2014, leaving the QPA position vacant; and

WHEREAS, the Cumberland County Utilities Authority desires to appoint Karen Davis as “temporary purchasing agent” to fill the position vacated by Sandra Acevedo.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority that Karen Davis is hereby appointed as “temporary purchasing Agent” effective July 31, 2014 to exercise the duties of a purchasing agent pursuant to N.J.S.A.40A:11-9, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit.

BE IT FURTHER RESOLVED, that the Secretary of the Cumberland County Utilities Authority is hereby authorized and directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services.

Passed and adopted at the regular meeting of the Cumberland County Utilities Authority, held at the Authority's Administration Building, 333 Water Street, Bridgeton, New Jersey, on Thursday afternoon, August 21, 2014 at 4:30 p.m. prevailing time.

DATED: August 21, 2014

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
EDWARD BETHEA				X
SAMEER BOUTROS	X			
ANGELIA EDWARDS	X			
HARVEY FRIEDMAN	X			
DONALD OLBRICH	X			
KEITH WASSERMAN	X			
ALBERT JONES	X			

RESOLUTION 2636

Offered By Wasserman

Seconded By Friedman

Dated August 21, 2014

A RESOLUTION APPROVING AND AUTHORIZING THE PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS

WHEREAS, certain operating account vouchers have been received, reviewed, approved and recommended for payment by the Cumberland County Utilities Authority's Finance Committee,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority that subject to the availability of funds the vouchers listed herein in the total sum of \$167,746.63 be and the same are hereby approved for payment and that the Chairman and Treasurer are authorized and directed to issue checks against the Operating Account in payment of the same.

DATED: August 21, 2014

REGULAR MEETING
CUMBERLAND COUNTY UTILITIES AUTHORITY
August 21, 2014

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, August 21, 2014 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Keith Wasserman, Vice-Chairman
Sam Boutros, Commissioner
Angelia Edwards, Commissioner
Harvey Friedman, Commissioner
Donald Olbrich, Commissioner
James Quinn, Treasurer
C. Kenneth Hill, Secretary
G. Steven Errickson, Director
A. Michael Fernandez, Deputy Director
Karen Doran Davis, Business Administrator
Patti McAllister, Assistant Secretary – Treasurer

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.

Secretary Hill called the roll and a quorum was present. Commissioner Edward Bethea was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of July 17, 2014. Motion was made by Commissioner Friedman, seconded by Vice-Chairman Wasserman and was carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the Discharge Monitoring Reports (DMR) for the months of June and July 2014, for inclusion into the minutes of this meeting.

The Director reported that he attended two meetings last month on July 24 and 29, 2014 with the County Leadership Committee to discuss shared services, consolidation and other ideas to be better and efficient in all aspects of work performance.

He noted that the CCUA had two retirements last month, Sandy Acevedo, the Authority Business Administrator and Rick Bell, an Operator who worked in the plant dewatering building. Both did a very fine job and will be missed. They both retired on July 31, 2014.

The Director further reported that amendments to the “Budget Line Items” have been completed and are ready for review by the Finance and Budget Committee. The members of that committee will be called upon next week to meet and review the adjustments.

He also informed the board that we are currently hauling sludge to Gloucester County Utilities Authority. We will be moving back to Cumberland Nurseries for a final fall application in mid-September.

The Director stated that we were in compliance with all discharge limits during June and July. Ammonia levels, for which we had a previous violation, appear to be returning to normal. While we tried numerous process adjustments to correct the situation, we believe it goes back to the plant upset at the beginning of the year that was caused by excess discharge of a cleaning compound. The micro-organisms that break down ammonia are both few in number and sensitive to any disruption. It has taken them this long to recover.

He noted that in response to the incident just spoken about, our discharge permits for food processors are being modified to include reporting for ammonia and to make an inventory available for all cleaning compounds used. All of our industrial discharges were in compliance with their permits during July.

The Director continued his report noting that there was an issue at the Cubby Hollow pumping station with clogging by a variety of solid wastes, including personal wipes, diapers, aprons, and medical exam gloves. This was traced back to Cumberland Manor Nursing Home. A letter is being drafted to advise them that discharge of these items is prohibited by our sewer use rules, and any future disposal of this type of material will be subject to enforcement action and charges for pump station cleaning.

There is one resolution on the agenda tonight, which addresses the appointment of a temporary purchasing agent. That temporary agent will be Karen Doran Davis, our Business Administrator.

In closing, the Director thanked the Deputy Director Michael Fernandez, Business Administrator Karen Doran Davis and Administrative Assistant Patti McAllister for their help with his reports this month.

Engineer

Mr. Harris reported he has started to plan for the replacement of the Seabrook Pump Station which is well past its useful life.

Auditor

Mr. Testa had no report this meeting.

General Counsel

The General Counsel report was read by Director Errickson.

Mr. O'Donnell reported that both defendants in the lawsuit regarding the clarifier were served. The contractor has retained counsel and requested a stipulation extending time to answer, which is customarily granted. The bond company has not filed an answer that I am aware of today. I have not been served with a copy of one. They are past the time for filing, but customarily wait a couple of weeks before filing for default.

The report further stated that General Counsel was available for any questions or concerns by staff and commissioners.

Committees

There were no Committee reports this month.

RESOLUTIONS

RESOLUTION (2635) APPOINTING A TEMPORARY PURCHASING AGENT, offered by Vice-Chairman Wasserman, seconded by Commissioner Friedman and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$ 151,499.28
Operating Account	890,334.57
Petty Cash	500.00
Sensor Account	7,233.69
General Account	1,907,236.01
Plant Reconstruction/Replacement	2,040,047.67
User Revenue Reserve	79,911.02
Trust Account	2,878,967.74
Total Cash Position	\$ 7,955,729.98

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$167,746.63. The Authority Chairperson and Secretary have checked the vouchers. The Operating Account has sufficient funds to cover these checks and approval of Resolution B is recommended. The monthly bank statements are available for review if anyone is interested.

RESOLUTION (2636) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Vice-Chairman Wasserman, seconded by Commissioner Friedman and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked the Director and staff for their hard work. The Chairman also reminded everyone to drive safely during the up- coming holiday weekend. He also thanked those who came out to the meeting.

Commissioners/ Public

Commissioner Edwards offered apologies for being absent from several meetings due to her automobile accident. She wished to thank Chairman Jones for coming to visit her and checking on her well being. There were no comments from the public. The meeting was adjourned on a motion from Commissioner Edwards.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, September 18, 2014 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,

C. Kenneth Hill, Secretary