

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
SEPTEMBER 18, 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 REGULAR MEETING OF AUGUST 21, 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 AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2014 BUDGET
  - B. RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT OF BIDS FOR PROCUREMENT OF ONE (1) HEAVY DUTY ROLL OFF CONTAINER TRUCK
  - C. RESOLUTION AUTHORIZING APPLICATION FOR A LOAN FROM THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM AND ASSIGNING THE AUTHORIZED OFFICIAL
8. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
9. MOTION FOR EXECUTIVE SESSION
10. CHAIRMAN'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

REGULAR MEETING  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
September 18, 2014

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, September 18, 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  
Edward Bethea, Commissioner  
Sam Boutros, Commissioner  
Harvey Friedman, Commissioner  
Donald Olbrich, Commissioner  
Jerome A. Harris, Engineer  
Robert O'Donnell, General Counsel  
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 Angelia Edwards was absent.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of August 21, 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 August 2014 Discharge Monitoring Reports (DMR) for inclusion in the minutes of this meeting.

The Director reported that there was an issue with a sink hole on West Avenue in Bridgeton this past month, which was a County issue, not CCUA. There was a failure of a 24" storm drain running under the road. CCUA offered any assistance needed to the County at any time and agreed to stand by.

The Director reported that the CCUA is working with the Hardenberg Insurance Group and Bonnie Rick to develop an insurance budget for next year.

The Director further reported that he met with the Budget and Finance Committee on September 5, 2014 to review line item adjustments for the current budget. All went well and the Committee will report tonight along with their recommendations.

He also informed the board that the Authority is currently applying sludge at Cumberland Nurseries for final fall application.

The Director informed the Board that we were in compliance with all discharge limits during August. Ammonia levels have returned to normal.

He also noted that we had an incident with Cumberland Dairy discharging a tank of untreated milk solids. They had requested permission to bypass treatment to complete some repair work, however this did not include the dumping of heavy waste which should have been treated first. We will be assessing the impact to the plant and requiring them to update their operating procedures for these types of events.

The Director continued his report noting that the issue at the Cubby Hollow pumping station with clogging by a variety of solid wastes, including personal wipes, diapers, aprons, and medical exam gloves was caused by Cumberland Manor Nursing Home. A letter was sent informing them of prohibited discharge into the sewer. We will continue to monitor their discharge and will follow up later this month regarding their actions in this matter.

The Director noted that there are three resolutions on the agenda tonight. Resolution "A" deals with the Transfer of Line Items, approving Adjustments in the current 2014 budget. The Finance and Budget Committee will report to you tonight and give their recommendation. Resolution "B" approves Specifications and authorizing advertisement of bids for a "Heavy Duty Roll off Container Truck". Resolution "C" authorizes application for a loan from the "New Jersey Environmental Infrastructure Financing Program" and assigns the Director as the "Authorized Official". This is a letter of intent only and does not put the CCUA under any obligation.

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 report this month.

### **Engineer**

Mr. Harris reported the Upper Deerfield (Seabrook) Pumping Station has reached the end of its useful life and is in need of varying degrees of improvement. It has been identified as a priority project in the Authority's Capital Improvement Program. CME Associates has begun an assessment of the facility with the objective of determining whether the pump station currently operates efficiently and at what level of performance; evaluation the physical condition of the pump station and its component parts; and recommending improvements to increase operation efficiency.

**Auditor**

There was no report this meeting.

**General Counsel**

Mr. O'Donnell reported that the contractor, J.P. Smith and Bond Company filed a response to the Complaint. There is also a motion pending to dismiss the contractor individually. The contractor recently stopped in to inspect the tank. We are in the process of arranging a meeting with the contractor, his attorney, Director, and Engineer to discuss a possible resolution.

Mr. O'Donnell stated that he was available for any questions or concerns by staff and commissioners.

**Committees**

The Finance and Budget Committee met on September 5, 2014. The minutes of that meeting are included in these minutes. It was agreed, at that meeting, to present and recommend all items discussed for approval at the Regular meeting on September 18, 2014. Also the next meeting of this Committee is scheduled for Tuesday, October 7, 2014 at noon.

**RESOLUTIONS**

RESOLUTION (2637) AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2014 BUDGET, offered by Commissioner Bethea, seconded by Commissioner Olbrich and carried unanimously at roll call.

RESOLUTION (2638) APPROVING SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR PROCUREMENT OF ONE (1) HEAVY DUTY ROLL OFF CONTAINER TRUCK, offered by Commissioner Olbrich, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

RESOLUTION (2639) AUTHORIZING APPLICATION FOR A LOAN FROM THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM AND ASSIGNING THE AUTHORIZED OFFICIAL, offered by Commissioner Bethea, seconded by Commissioner Olbrich and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$ 1,743,015.12
Operating Account	583,512.36
Petty Cash	500.00
Sensor Account	7,233.99
General Account	1,901,629.88
Plant Reconstruction/Replacement	2,038,872.90
User Revenue Reserve	79,190.07
Trust Account	2,648,830.96
Total Cash Position	\$ 9,002,785.28

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$179,257.19. 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 (2640) APPROVING AND AUTHORIZING THE PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Olbrich, seconded by Commissioner Bethea and carried unanimously at roll call.

### **Chairperson's Remarks**

Chairman Jones thanked the Director and staff for their hard work. He also thanked those who came out to the meeting. Chairman Jones welcomed Freeholder Deputy Director Doug Long to the meeting today.

### **Commissioners/ Public**

There were no comments from the Commissioners or Public today. The meeting was adjourned on a motion from Commissioner Olbrich.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, October 16, 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

# 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 2637

Offered By Bethea

Seconded By Olbrich

Dated September 18, 2014

## A RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2014 BUDGET

WHEREAS, the Cumberland County Utilities Authority's Finance and Budget Committee and Director have reviewed the 2014 Budget and have determined that certain line items contained therein require reclassification of budgeted amount among expense and revenue categories; and

WHEREAS, the Authority Members, after their review, have determined that certain Budget line items require an increase or decrease in the amount appropriated; and

WHEREAS, the Authority Members have determined that the funds for said adjustments are made available through transfers from among other budgeted categories as listed on the attached schedule.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

That the attached "Schedule of Budget Adjustments" which are made part hereof, are hereby approved and ratified.

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, September 18, 2014 at 4:30 p.m. prevailing time.

DATED: September 18, 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 2638

Offered By Olbrich

Seconded By Friedman

Dated September 18, 2014

A RESOLUTION APPROVING SPECIFICATIONS  
AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR PROCUREMENT OF  
ONE (1) HEAVY DUTY ROLL OFF CONTAINER TRUCK

WHEREAS, the Authority's Director and Deputy Director have prepared and submitted, at this meeting, certain Specifications for the Procurement of One (1) Heavy Duty Roll Off Container Truck as more fully appears in said Specifications; and

WHEREAS, the Commissioners of the Cumberland County Utilities Authority approve said Specifications.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows:

1. That the aforesaid Specifications referred to in the preamble of this Resolution, prepared and submitted by the Director, be and the same are hereby approved.
2. That this Authority advertise for and accept bids for the Procurement of One (1) Heavy Duty Roll Off Container Truck, as set forth in said Specifications, at the earliest possible date.
3. That the Secretary of this Authority prepare all necessary advertising for bids in a form satisfactory to the approval by the General Counsel of this Authority.

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, September 18, 2014, at 4:30 p.m. prevailing time.

DATED: September 18, 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 2639

Offered By Bethea

Seconded By Olbrich

Dated September 18, 2014

## RESOLUTION AUTHORIZING APPLICATION FOR A LOAN FROM THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE FINANCING PROGRAM AND ASSIGNING THE AUTHORIZED OFFICIAL

WHEREAS, the Cumberland County Utilities Authority intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust for project(s) listed below; and

WHEREAS, the project(s) consist of the Upper Deerfield (Seabrook) Pump Station and Wastewater Treatment Plant Upgrades; and

WHEREAS, an authorized official needs to be established by the Commissioners of the Authority, for all matters relating to the above project(s).

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Cumberland County Utilities Authority that the Authority's Director, be authorized to act as the Authorized Official to represent the Cumberland County Utilities Authority in all matters relating to the project(s) undertaken pursuant to the above referenced New Jersey Environmental Infrastructure Loan to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust. The Authorized Official may be contacted at 333 Water Street, Bridgeton, New Jersey 08302 (856) 455-7120, ext 103.

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, September 18, 2014 at 4:30 p.m. prevailing time.

DATED: September 18, 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 2640

Offered By Olbrich

Seconded By Bethea

Dated September 18, 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 \$179,257.19 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.

Cumberland County  
Utilities Authority

DATED: September 18, 2014