

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
FEBRUARY 19, 2015

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. OATH OF OFFICE TO ALBERT JONES, EDWARD BETHEA, ZARKO RAJACICH AND DOUGLAS VANSANT AS COMMISSIONERS OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
5. ROLL CALL
6. MINUTES OF REGULAR MEETING OF JANUARY 15, 2015
7. REORGANIZATION
  - A. VICE-CHAIRPERSON REQUESTS A MOTION THAT GENERAL COUNSEL BE APPOINTED TEMPORARY CHAIRMAN FOR THE PURPOSE OF ELECTING A CHAIRPERSON OF THE AUTHORITY FOR 2015
  - B. NOMINATIONS OF CHAIRPERSON
  - C. RESOLUTION APPOINTING CHAIRPERSON OF THE CCUA
  - D. NOMINATIONS OF VICE CHAIRPERSON
  - E. RESOLUTION APPOINTING VICE CHAIRPERSON OF THE CCUA
8. APPOINTMENT OF 2015 COMMITTEES
9. REPORTS
  - A. DIRECTOR
  - B. ENGINEER
  - C. AUDITOR
  - D. GENERAL COUNSEL
  - E. COMMITTEES
    - (1) COMMUNITY/INDUSTRIAL RELATIONS
    - (2) EMPLOYEE RELATIONS
    - (3) FACILITIES EXPANSION/CONSTRUCTION
    - (4) FINANCE AND BUDGET
    - (5) OPERATIONS/INSURANCE
    - (6) AD HOC
10. RESOLUTIONS
  - A. A RESOLUTION APPROVING ANNUAL SCHEDULE OF REGULAR MONTHLY MEETINGS OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
  - B. RESOLUTION APPROVING SALARY ADJUSTMENT FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY COMPUTER SUPPORT TECHNICIAN
  - C. RESOLUTION APPROVING A COMPENSATION ADJUSTMENT FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY BOARD SECRETARY
11. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
12. CHAIRMAN'S REMARKS
13. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
14. PUBLIC PORTION
15. ADJOURNMENT

REGULAR MEETING  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
February 19, 2015

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, February 19, 2015 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  
Angelia Edwards, Commissioner  
Harvey Friedman, Commissioner  
Zarko Rajacich, Commissioner  
Douglas VanSant, Commissioner  
Jerome A. Harris, Engineer  
Robert O'Donnell, General Counsel  
C. Kenneth Hill, Secretary  
James Quinn, Treasurer  
G. Steven Errickson, Director  
Karen 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. 1975 (THE OPEN PUBLIC MEETING ACT) and led in the flag salute.

Oath of office was given to Albert Jones, Edward Bethea, Zarko Rajacich and Douglas VanSant by General Counsel Robert O'Donnell for their terms as Commissioners on the Authority Board.

Secretary Hill called the roll and a quorum was present.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of January 15, 2015. It was motioned by Commissioner Bethea, seconded by Commissioner Friedman and was carried unanimously.

Vice Chairman Wasserman made a motion seconded by Commissioner Friedman that General Counsel be appointed temporary Chairman for the purpose of electing a Chairman of the Authority for the year 2015.

Temporary Chairman O'Donnell called for nominations for the Chairmanship of the Authority for the year 2015.

A motion for Albert Jones to be re-elected Chairman for the year 2015 was made by Commissioner Edwards, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

A motion to close the nominations was made by Commissioner Edwards, seconded by Commissioner Friedman and carried unanimously at roll call.

RESOLUTION (2677) RESOLUTION APPOINTING ALBERT JONES CHAIRMAN OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY offered by Commissioner Edwards, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

Chairman Jones thanked everyone for their confidence in his leadership and stated he looked forward to a busy year.

Chairman Jones then called for nominations for the Vice-Chairman position of the Authority Board for the year 2015.

A motion for Keith Wasserman to the position of Vice-Chairman was made by Commissioner Edwards, seconded by Commissioner Bethea and carried unanimously at roll call.

A motion to close the nominations was made by Commissioner VanSant, seconded by Commissioner Bethea and carried unanimously at roll call.

RESOLUTION (2678) RESOLUTION APPOINTING VICE-CHAIRMAN KEITH WASSERMAN OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY offered by Commissioner Edwards, seconded by Commissioner Bethea and carried unanimously at roll call.

## **REPORTS**

### **Director**

Director Errickson began his report by welcoming two new members to the CCUA Board, Mr. Zarko Rajacich and Mr. Douglas VanSant. Both gentlemen have a wealth of experience and knowledge that will be an asset to the Authority and Board.

Director Errickson submitted the January 2015 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. The Authority met all discharge parameters for the month of January, and have received an acceptable report for our DEP inspection from December of 2014. Unfortunately we will likely have discharge violations during February. We are presently dealing with the effects of a discharge of industrial cleaning compounds that have disrupted plant operations. We have requested all users of the compounds provide us an inventory of the products they use, and have scheduled a meeting here on March 3, 2015 with the industries to discuss use of the products. DEP is being kept informed of developments. The Director also reported meeting with Cumberland Dairy to discuss the violations that occurred during the fourth quarter of last year and the NOV that was issued as a result. All the violations tend to occur during periods of high flow. They asked that we consider a plan to improve equalization and minimize discharge prior to finalizing any penalty.

Director Errickson next reported on the Bay Shore Project. As you know we have been working with Cumberland County in assessing the possibility (or not) of constructing some type of sewer service from here to the Cumberland County Bay Shore area. With the help from the Authority and the blessing of NJDEP, the County released a RFP to conduct a feasibility study of means and methods, along with a cost estimate for the various methods that could possibly be used in construction. The cost of conducting this study will be paid for through a grant provided for by NJDEP. Fralinger Engineering has been selected as the successful bidder. I would like to repeat again what I have been saying all along, the "The CCUA and or it's rate payers cannot afford to pay for the infrastructure of this project. The only way it can be done is through federal grant monies or Hurricane Sandy money". As a point of information the State of NJ has received two billion dollars from the Federal Government for Hurricane Sandy relief while Cumberland County has yet to receive any funds.

Director Errickson informed the Board that the GCUA incinerator has come back on line. We have adjusted our dewatering operator hours in order to get more sludge cakes out and are again taking liquid sludge, although the cold weather is making this somewhat difficult.

He also informed the Board that our contract for Natural Gas expired December 2014. We have joined in with Cumberland County in the past and chose to stay with the County Co-op for natural gas again this year. A Natural Gas reverse auction was held January 27, 2015 at the County Administrative Building, with the low

bidder being South Jersey Energy. The County Co-op accepted a 32 month contract, with rates lower than the Authority has seen in the last five years. This means a savings of approximately \$ 18,600 for the Authority.

Director Errickson reported that he met with elected officials from Greenwich and their solicitor to discuss Greenwich's desire to connect sewer to the CCUA. They are facing many issues in Greenwich with septic failure and small lot sizes. At this point we are only in the discussion and exploring stage and he will report back to the Board as discussions continue.

The Director also reported holding an informational meeting and discussion with plant employees to an update regarding projects such as Upper Deerfield pump station replacement, and review and discuss several small projects around the plant. The director went on to report most seemed very interested and gave good feedback. We plan on holding more meetings in smaller groups in order to allow more employee ideas and give them the chance to become more a part of future projects and stake holders as they are.

The Director noted that he attended committee meetings this month for the Cumberland County Insurance Commission. The first meeting was for Safety and Accident Review while the second meeting was the Claims review Committee.

Director Errickson informed the Board that our plant discharge permit writer will be down in early March to review the facility.

Director Errickson offered information regarding the resolutions on today's agenda. Resolution "A" is approving annual schedule for monthly meetings. Resolution "B" approving salary adjustment for computer support technician. Resolution "C" is approving compensation adjustment for Board Secretary. Resolutions B and C are recommended by the Personnel Committee.

In conclusion, Director Errickson again offered his thanks to Deputy Director Mike Fernandez, Administrative Assistant Patti McAllister, Business Administrator Karen Davis and Authority Engineer Jerry Harris for their help with preparing his reports and for their dedication and hard work throughout the year; all together it is a great team.

### **Engineer**

Mr. Harris reported 2016 NJEIT Projects design activities are in progress. Projects which are upgrade of the Upper Deerfield (Seabrook) Pumping Station and miscellaneous improvements to the Wastewater Treatment Plant. Activities included preparation of base sheets for plans, draft specifications, and requirements for NJEIT Application.

He also noted that there has been no activity on the review of the Wastewater Discharge Permit Application, submitted by New Jersey Ethanol, LLC.

### **Auditor**

Mr. Testa was absent and offered no report.

### **General Counsel**

Mr. O'Donnell also reported the case involving the failed tank work has been sent to mediation by the court, and is scheduled for March 18, 2015. Our position papers are due March 16, 2015. The contractor has not reached out to meet prior to that time.

Mr. O'Donnell stated that, as always, he was available to answer questions and concerns from staff or commissioners.

**Committees**

The Employee Relation Committee met on February 9, 2015. The purpose of the meeting was to discuss an increase in the salary of the Authority’s Computer Support Technician Frank Bartholomew in the amount of \$ 6,000. This would be more in line salary wise for the work performed. The Committee also considered an increase for the Board Secretary as per the agreement at the time of his hiring. The Committee recommends approval by resolution at the next Board meeting. A copy of the minutes of the meeting is included in the Commissioners packets.

**RESOLUTIONS**

RESOLUTION (2679) A RESOLUTION APPROVING ANNUAL SCHEDULE OF WORKSHOP AND REGULAR MONTHLY MEETINGS FO THE CUMBERLAND COUNTY UTILITIES AUTHORITY offered by Commissioner Bethea, seconded by Vice Chairman Wasserman and carried unanimously at roll call.

RESOLUTION (2680) APPROVING SALARY ADJUSTMENT FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY COMPUTER SUPPORT TECHNICIAN, offered by Commissioner Bethea, seconded by Commissioner Edwards and carried unanimously at roll call.

RESOLUTION (2681) APPROVING A COMPENSATION ADJUSTMENT FOR THE CUMBERLAND COUNTY UTILITIES AUTHORITY BOARD SECRETARY, offered by Vice-Chairman Wasserman, seconded by Commissioner Bethea and carried unanimously at roll call.

**Treasurers Report**

Revenue Account	\$	177,602.49
Operating Account		1,034,346.49
Petty Cash		500.00
Sensor Account		7,635.53
General Account		2,651,871.00
Plant Reconstruction/Replacement		2,044,208.65
User revenue Reserve		79,958.84
Trust Account		3,244,708.05
Total Cash Position	\$	9,240,831.05

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$208,429.64. The Authority Chairperson and Assistant 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 (2682) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea and seconded by Vice-Chairman Wasserman carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones welcomed the new Commissioners and again thanked everyone for their support. He stated he was looking forward to working with everyone again this year and asked all the Commissioners and staff to keep working hard to keep the rates low. He also extended his appreciation to Director Errickson, Deputy Director Fernandez and the entire staff for their hard work and efforts to continue to improve the Authority. He also offered thanks to the Commissioners and Professional staff. He acknowledged those attending the meeting.

**Commissioners**

Commissioner Bethea offered congratulations to the Chairman and Vice-Chairman on their reelection and also a welcome to the new Commissioners.

Commissioner VanSant thanked everyone for the warm welcome extended to him.

**Public**

There were no public comments.

The meeting was adjourned on a motion from Commissioner Bethea.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, March 19, 2015 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