

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
MARCH 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. ROLL CALL
5. MINUTES OF JANUARY 15, 2015 EXECUTIVE SESSION AND MINUTES OF REGULAR MEETING OF FEBRUARY 19, 2015
6. REPORTS
  - A. DIRECTOR
  - B. ENGINEER
  - C. AUDITOR
  - D. GENERAL COUNSEL
  - E. COMMITTEES
    - (1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Friedman
    - (2) EMPLOYEE RELATIONS – Commissioners Rajacich
    - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner VanSant
    - (4) FINANCE AND BUDGET – Vice-Chairman Wasserman
    - (5) OPERATIONS/INSURANCE - Commissioner Bethea
    - (6) AD HOC – Commissioner Edwards
7. RESOLUTIONS

NONE
9. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
10. CHAIRMAN'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
EDWARD BETHEA	x				RESOLUTION <u>2683</u>
ANGELIA EDWARDS	x				Offered By <u>Bethea</u>
HARVEY FRIEDMAN	x				Seconded By <u>Friedman</u>
ZARKO RAJACICH	x				Dated <u>March 19, 2015</u>
DOUG VANSANT				x	
KEITH WASSERMAN	x				
ALBERT JONES	x				

## 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 \$401,195.47 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: March 19, 2015

REGULAR MEETING  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
March 19, 2015

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, March 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  
Jerome A. Harris, Engineer  
C. Kenneth Hill, Secretary  
James Quinn, Treasurer  
G. Steven Errickson, Director  
Dominic Buirch, Business Administrator  
Patti McAllister, Assistant Secretary-Treasurer  
Michael Fernandez, Deputy Director

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.

Secretary Hill called the roll and a quorum was present.

Chairman Jones called for a motion to approve the minutes of the Executive Session of January 15, 2015 and the Regular Meeting Minutes of February 19, 2015. It was motioned by Commissioner Friedman, seconded by Vice-Chairman Wasserman and was carried unanimously.

## REPORTS

### Director

Director Errickson began his report by submitting the February 2015 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. Due to the plant upset from the discharge of an industrial cleaning compound earlier this year, we had violations for both the weekly and monthly average BOD and TSS limits during the month of February. The Authority has been in touch with NJDEP regarding this. And, as part of our effort to identify the source of the compound, we met with all users of the product to review their usage and discuss the potential impact to the treatment plant. Recently we discovered that while the discharge may have stopped, it accumulated in the sludge and was re-introduced to the plant during sludge dewatering. Some piping changes were made to help minimize the impact of dewatering return flow and testing of various products to see if they can in-activate the compound are being conducted.

Director Errickson noted that he and other members of the board attended the A.E.A. Conference in Atlantic City on March 10<sup>th</sup> & 11<sup>th</sup>.

He further reported on plant activities for the month, stating that field application has been delayed due to weather, but the applicator has been relocated to Cumberland Nurseries in anticipation of startup. In the meantime, sludge cake output has been increased for incineration at GCUA and liquid is being taken to Ash Lane Farm.

We did have a spill of digested sludge from the storage tank earlier in the month. With the extreme cold weather, we had a lot of trouble with valves freezing. One of the valves that an operator thought was closed on a Friday was probably hung up on ice. The following Sunday, the weather was warmer and it allowed sludge to be released. What couldn't be vacuumed up for disposal was covered with straw so that it would be absorbed and later collected. A temporary straw bale barrier was placed along the plant fence-line to prevent further movement at the time of the spill. We are working with our plant engineer and safety consultant to evaluate physical modifications to the area, to retain more sludge within a containment area in the event of a future spill, and are reviewing sludge handling procedure with the truck drivers.

The Director noted that a plant inspection by our discharge permit writer will be held on March 24<sup>th</sup> to review the facility.

He further stated that as a result of our meeting with the industrial users to review their cleaning/sanitation procedures, several other potential users (state and federal prisons, healthcare facilities) were identified. We plan to identify key personnel from these sources and have future meetings concerning the use of industrial cleaning products and its impact on the Authority operation.

Continuing, Director Errickson noted that there are no resolutions to report.

Before closing, Director Errickson introduced the Authority's new Business Manager, Dominic Buirch. He noted that Dominic is doing a great job and that it is good to have him as part of our team. He also acknowledged Karen Davis in attendance.

The Director also voiced his gratitude of a job well done by the employees of the Authority. Today there were two valve replacements done that should have taken four hours or more to do. In 2 1/2 hours it was done and back in operation. A fine job done.

In conclusion, Director Errickson again offered his thanks to Deputy Director Mike Fernandez, Administrative Assistant Patti McAllister, Business Administrator Dominic Buirch and Authority Engineer Jerry Harris for their help with preparing his reports.

### **Engineer**

Mr. Harris reported that the 2016 NJEIT Projects design activities are still in progress. These Projects include the upgrade of the Upper Deerfield (Seabrook) Pumping Station and miscellaneous improvements to the Wastewater Treatment Plant. Activities included preparation of plans, specifications, and the NJEIT Application that were submitted electronically on March 6, 2015 to the NJDEP/NJEIT and hard copies were submitted on March 13, 2015. Work is continuing on developing plans and specifications suitable for bidding.

He also noted that during the past month several general engineering matters were preformed. CME reviewed various materials related to the failed floor coating on the North Primary Clarifier and provided input to the Director and Attorney relative to scheduled mediation session with contractor.

CME consulted with Deputy Director regarding the plant upset, believed to have been caused by discharge of Quaternary Ammonium Compounds (QAC) to the plant from unknown sources. Attended march 3<sup>rd</sup> meeting with permitted industrial users regarding effect of QAC on the treatment process.

And consulted with Deputy Director regarding limitations of the plant side stream pump station and NJDEP laboratory audit.

It was 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, there was no report.

### **General Counsel**

Mr. O'Donnell was absent, there was no report

### **Committees**

No Committee meetings

### **RESOLUTIONS**

None

### **Treasurers Report**

Revenue Account	\$	1,760,457.15
Operating Account		668,343.08
Petty Cash		500.00
Sensor Account		7,635.82
General Account		2,651,715.73
Plant Reconstruction/Replacement		2,046,709.45
User revenue Reserve		79,958.86
Trust Account		3,168,554.53
Total Cash Position	\$	10,383,874.62

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$401,195.47. 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 (2683) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea and seconded by Commissioner Friedman carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones acknowledged Karen Davis, the Authority's former Business Administrator, stating that he was happy to see her and sorry to have her leave. He welcomed Dominic Buirch to the Authority. He further acknowledged those attending the meeting and wished all to be safe.

**Commissioners**

No Comments

**Public**

Karen Davis addressed the Board and thanked them for the opportunity to work with the Authority.

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, April 16, 2015 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,



Patti McAllister, Assistant Secretary