

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
August 20, 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 THE REGULAR MEETING OF JULY 16, 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
  - A. RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2015 BUDGET
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. MOTION FOR EXECUTIVE SESSION
13. ADJOURNMENT

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
EDWARD BETHEA	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ZARKO RAJACICH	x			
DOUG VANSANT	x			
KEITH WASSERMAN	x			
ALBERT JONES	x			

RESOLUTION 2695  
 Offered By Friedman  
 Seconded By Bethea  
 Dated August 20, 2015

## A RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2015 BUDGET

WHEREAS, the Cumberland County Utilities Authority's Finance and Budget Committee and Director have reviewed the 2015 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, additional revenues anticipated and additional net position utilized 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, August 20, 2015 at 4:30 p.m. prevailing time.

DATED: August 20, 2015

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
EDWARD BETHEA	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ZARKO RAJACICH	x			
DOUG VANSANT	x			
KEITH WASSERMAN	x			
ALBERT JONES	x			

RESOLUTION 2696  
 Offered By Bethea  
 Seconded By Wasserman  
 Dated August 20, 2015

## 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 \$236,870.77 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: August 20, 2015

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT
EDWARD BETHEA	x			
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ZARKO RAJACICH	x			
DOUG VANSANT	x			
KEITH WASSERMAN	x			
ALBERT JONES	x			

**RESOLUTION** 2697  
**Offered By** VanSant  
**Seconded By** Bethea  
**Dated** August 20, 2015

## RESOLUTION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS POSSIBLE LITIGATION

WHEREAS, the Cumberland County Utilities Authority, pursuant to R. S. 10:4-6 (The Open Public Meetings Act), desires to enter into Executive Session.

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

1. That the Commissioners enter into Executive Session for the purpose of discussing possible litigation matters.
2. That all minutes of said Executive Session shall be filed with the Authority's regular records on or before September 17, 2015, so that the public may be afforded the opportunity to examine the same.

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 20, 2015 at 4:30 p.m. prevailing time.

DATED: August 20, 2015

## CUMBERLAND COUNTY UTILITIES AUTHORITY

August 20, 2015

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, August 20, 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  
Doug VanSant, Commissioner  
Steve Testa, Auditor  
Robert O'Donnell, General Counsel  
Jerome A. Harris, Engineer  
C. Kenneth Hill, Secretary  
James Quinn, Treasurer  
G. Steven Errickson, Director  
A. Michael Fernandez, Deputy Director  
Dominic Buirch, 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.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of July 16, 2015. Motion was made by Commissioner Bethea, seconded by Vice-Chairman Wasserman and was carried, with Commissioner Bethea's vote recorded as abstained.

Chairman Jones called for reports.

### **REPORTS**

#### **Director**

Director Errickson submitted the July 2015 Discharge Monitoring Report (DMR) for inclusion in the minutes for this meeting.

The Director reported attending another meeting regarding the Bay Shore of Cumberland County, on July 28, 2015. People from the County Administration, Engineering and Planning Departments, along with representatives from NJDEP, NJEIT, USDA, and Fralinger Engineering attended. A \$100,000 grant was given by the State of NJ to conduct a study to extend sewer service to the Cumberland County Bay Shore, and Fralinger Engineers was chosen to perform this work. At this meeting, Fralinger presented three basic choices/methods for transferring sewer to the CCUA from the Bay Shore, based on their study. The one decided upon as the most practical, was the Vacuums System which has been presented to this Authority before. DEP also agreed, as did others, and declared this project as number one in terms of priority for the State of New Jersey. It is believed that this project can be funded thru grant money and new customer fees, making it affordable to our new customers. The Director stated, as he has before; this will not be paid by the CCUA or the County Taxpayers money. This will be treated as a new region coming on line and have separate billing of their

own. Another meeting is being planned in the near future with the County Budget and Finance Committee in order to bring them up to speed.

He also reported meeting with the Cumberland County Insurance Committee accident review group. The CCUA continues to do very well with a low incident rate as compared to others in the County.

Director Errickson further noted, that during the past month he attended a Cumberland County Solid Waste Committee meeting. The agenda included methane gas upgrades, treatment expansion, cell expansion, energy hub for methane and also a sludge dryer. As reported last month, the CCUA and the CCIA are trying to perform a shared service, in the drying of sludge and then using it for land fill cover, for the benefit of both Authorities.

Director Errickson reported that the Authority has completed the spring and early summer land applications at Cumberland Nurseries and Ash Lane Farm, and our storage tank is low going into the summer. We continue to take dewatered sludge cake to ACUA.

He further noted that the Authority met all permit discharge conditions during the month and the plant is operating very well.

Also, Upper Deerfield Township has started on their collection system renovation in the Seabrook Village area. All the old pipes are being replaced with plastic and the larger diameter mains are being slip lined. This should substantially cut down on infiltration issues, and identify any unauthorized connections, ultimately reducing the Township's sewer charges.

The Director reported meeting, with County and various utility providers, to review plans for the replacement of the bridge over the park raceway on Mayor Aitken Drive. The Authority's Upper Deerfield force main, along with a smaller Bridgeton force main that pumps wastewater from the park facilities, will be jacked under the raceway in a common pike. The timing of the construction is uncertain, as Atlantic City Electric said it may take up to one year to have their wire relocated.

The Director informed the Commissioners that we received our final draft permit and have submitted comments. No significant changes are proposed. Despite a reduced frequency for some tests, changes in test methods will probably result in an overall increase in outside lab expenses.

A Right-to-Know inspection was done at this facility by the NJ Department of Health. This was our first inspection in many years. There has been new labeling requirements and all of our tanks must now be labeled as "wastewater" or "sludge", and all yard hydrants labeled as "potable" or "non-potable" water. Up till now, this had all been done by color coding. A team has been assigned to make these changes prior to a follow up inspection in September.

Director Errickson noted that Resolution "A" on the agenda authorizes the transfers of line items and approves the adjustments in the 2015 Budget. He further stated that there was a need to go into an Executive Session to discuss possible litigation.

In conclusion, the Director offered his thanks to Deputy Director Michael Fernandez, Administrative Assistant Patti McAllister, Business Administrator Dominic Buirch and Authority Engineer Jerry Harris for their help with preparing his reports. Also a special thank you to Mike Clay, Rich Brown and Frank Bartholomew for a great job with their input on line item changes to the 2015 Budget.

### **Engineer**

Mr. Harris reported that design activities continued, relative to the design of the 2016 NJEIT Projects, which are the upgrade of the Upper Deerfield (Seabrook) Pumping Station and miscellaneous improvements to the Wastewater Treatment Plant. Work is continuing on developing plans and specifications suitable for bidding.

Mr. Harris also reported that he provided assistance to the Director and Deputy Director on biogas, sludge management and clarifier coating issues.

Mr. Harris lastly reported that there still has not been any activity for the permit submitted by New Jersey Ethanol, LLC.

### **Auditor**

Mr. Testa reported that he reviewed with management the Schedule of 2015 Budget Adjustments, as well as the related information to be provided to the Division of Local Government Services pertaining to the Budget Adjustments. He also reported attendance at a Finance and Budget Committee meeting regarding the same.

### **General Counsel**

Mr. O'Donnell reported that he is dealing with the discovery request from counsel in the clarifier case, and that he was available for any questions or concerns by the Director, staff and commissioners.

### **Committees**

The Finance and Budget Committee met on August 20, 2015. The minutes for this meeting will be in the folder at next month's meeting.

## **RESOLUTIONS**

RESOLUTION (2695) AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING A.DJUSTMENTS IN THE 2015 BUDGET, offered by Commissioner Friedman, seconded by Commissioner Bethea and carried unanimously at roll call.

### **Treasurers Report**

Revenue Account	\$ 149,659.97
Operating Account	1,013,289.60
Petty Cash	500.00
Sensor Account	7,837.43
General Account	2,832,498.20
Plant Reconstruction/Replacement	2,105,952.60
User Revenue Reserve	170,859.58
Trust Account	2,941,817.96
Total Cash Position	\$ 9,222,415.34

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$236,870.77. 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 (2696) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked everyone for hard work and dedicated staff and employees for doing a great job which keeps our costs low.

**Commissioners-Public**

Commissioner Bethea offered his condolences to Chairman Jones on the loss of his daughter. There were no comments from the public.

**Executive Session**

Chairman Jones called for a motion to enter into executive session to discuss possible litigation.

RESOLUTION (2697) TO ENTER INTO EXECUIVE SESSION TO DISCUSS POSSIBLE LITIGATION, offered Commissioner VanSant, seconded by Commissioner Bethea and carried unanimously at roll call.

Minutes for the Executive Session are or will be under separate cover.

Upon return to the Regular Meeting, the meeting was adjourned on a motion from Vice-Chairman Wasserman.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, September 17, 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