

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
MAY 19, 2016

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 AND EXECUTIVE SESSION OF APRIL 21, 2016
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 Young
 - (6) AD HOC – Commissioner Edwards
7. RESOLUTIONS

NONE
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 FOR POSSIBLE LITIGATION
13. ADJOURNMENT

CUMBERLAND COUNTY UTILITIES AUTHORITY

May 19, 2016

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, May 19, 2016 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Angelia Edwards, Commissioner
Harvey Friedman, Commissioner
Zarko Rajacich, Commissioner
Douglas VanSant, Commissioner
Jerry Young, Commissioner
Jerome A. Harris, Engineer
C. Kenneth Hill, Secretary
Kenneth Chann, Treasurer
G. Steven Errickson, Director
Dominic Buirch, Business Administrator
Stephanie Mick, Administrative Assistant

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. Vice-Chairman Wasserman was absent.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting and the Executive Session of April 21, 2016. Motion was made by Commissioner Friedman, seconded by Commissioner Rajacich and carried unanimously at roll call.

REPORTS

Director

Director Errickson noted that the April 2016 Discharge Monitoring Report (DMR) is incomplete at this time and will be presented next month along with the May 2016 report.

The Director reported that Deputy Director Fernandez is in Atlantic City attending a Waste Water Management conference this week.

He also reported that General Counsel James Grace and Auditor Steve Testa will not be able to attend today's meeting.

He further stated that Patti McAllister's mother passed away suddenly and asked that everyone keep her in their prayers.

Director Errickson noted that he attended a Pre-Bid meeting with Authority Engineer and Staff for the Plant Upgrades and Upper Deerfield Pump Station projects on April 27, 2016. Bid Opening was held on May 12, 2016 for both projects. There were four (4) bids received for each. Lance Electric of Tabernacle NJ was the apparent low bidder for the Upper Deerfield Project, and Centerpoint Construction of

Blackwood, NJ for the Plant Improvement Project. The Authority Engineer has the bids under his review and will be reporting about this in his report.

The Director also noted meeting several times with the Authority's Solar Consultant, Mr. Donald Rainear. Mr. Rainear is here today and will be giving the Board a status update on the solar project in closed session.

The Director informed the Board of a meeting he had with John Knoop, County Engineer; Bob Brewer, of the County Planning Department and the NJDEP in Fortescue for a site tour and discussion regarding extending sewer to the Bay Shore.

Director Errickson stated that plant wide training was conducted this month on "Blood Borne Pathogens" and also Ted Baker County Counsel conducted a class on "Anti- Harassment" in the work place. Both classes were well received. Mr. Baker did a very good job conducting the class and kept things lively and interesting.

The Director informed the Board that he had a meeting with Mr. Michael McNiven of Cumberland Advisors, the Authority's Financial Advisors, along with Deputy Director Fernandez and Dominic Buirch. Mr. McNiven reviewed the Authority's our investments and looked at the long term position. He felt that we were doing very well at this time. He did express his concerns regarding possible default in Atlantic City or State takeover of Atlantic City and the negative effect that it may have on NJ, Cumberland County and the Authority. If Atlantic City goes under, this would drop the Bond rating for everyone in New Jersey including this Authority.

The Director informed the Board that an Employee meeting was held to present the plaque received from Hardenbergh, at last month's meeting, for having a great Safety record, to the employees. A thank you was extended to all the employees and asked them to keep up the good work.

He also reported attending the Bankers and Realtors Expo at Cumberland County College, which was very well attended and received by all.

Director Errickson informed the Board that upon short notice given by NJDEP, the Authority can no longer apply bio-solids at Cumberland Nurseries due to their being in the Farmland Preservation Program. Pending resolution of this issue, we have increased deliveries to ACUA and DELCORA and are also seeking additional farms that are not enrolled in Farmland Preservation.

The Director reported that the Lab has passed all its annual performance tests except for pH. It is believed this may be due to a faulty pH meter and a replacement has been ordered. We will re-submit for pH in the fall.

He further noted that a workshop on Emergency Planning and Pretreatment Program scheduled for May 25, 2016, in Trenton, conflicts with a meeting already scheduled to discuss Sludge Management alternatives with a contractor. The Director stated that he may send Frank Bartholomew to the Trenton meeting to become more familiar with the program as he attended an earlier meeting when DEP first raised the issue, at a meeting in Ocean County a year or so ago.

There are no resolutions on the agenda tonight.

The Director reminded the Board of the need for two Committee meetings this coming month. Both the Finance & Budget and the Employee Relations Committees may need to gather on short notice, for meetings due to the delay with Audit, as well as NJDEP issues.

Director Errickson also noted that there is need for an Executive Session tonight to discuss the Solar Project and Land Application permits from NJDEP, with no action to take place after the Executive Session.

In conclusion, the Director offered his thanks to Deputy Director Michael Fernandez, Administrative Assistant Stephanie Mick, Business Administrator Dominic Burch and Authority Engineer Jerry Harris and General Counsel James Grace for their help with preparing his reports.

Engineer

Mr. Harris reported that plans and specifications for the 2016 NJEIT Projects (Upper Deerfield Pumping Station upgrade and miscellaneous improvements to the Wastewater Treatment Plant) were submitted to the NJDEP/NJEIT with a request for Authorization to Advertise for construction bids. NJDEP/NJEIT approval had been received and the bid advertisements have been placed. A pre-bid meeting for contractors was held on April 27, 2016. Bids were received on May 12, 2016. There were four bidders for each project. CME Associates is in the process of reviewing the bids. Award of the contracts will be subject to NJDEP/NJEIT approval.

Mr. Harris also reported there has been no activity this month as to the Residuals Permit and LLAMA. We are still waiting sludge test results before completing LLAMA response to NJDEP.

There was no activity on the Plant Discharge Permit.

Mr. Harris lastly reported that he was available to provide assistance to the Director and Deputy Director on biogas, sludge management and clarifier coating issues.

Auditor

Mr. Testa's report as read by Mr. Errickson stated that last month Mr. Testa gave an update on the status of the Authority's 2015 Audit, and the delay in its completion caused by the implementation of Government Accounting Standards Board Statement No. 68 (GASB 68). At that time, they were awaiting the release of the State of New Jersey's Pension Audit because certain information contained in that report is required to be included in the Authority's Audit Report, and certain amounts in that report were necessary to calculate the Authority's Net Pension Liability and Pension Expense for 2015.

The State has since released that audit Report, and the Auditors have been working on the calculations as well as the additional audit procedures that are required to be performed as a result of GASB 68. Mr. Testa expects to complete that work and the Audit Report in the next few weeks. A Budget and Finance Committee meeting needs to be scheduled upon completion so a draft of the Audit Report can be presented to the Committee and management, then to the Commissioners. Once that is done, the Auditors should be in a position to present the Audit Report at the Authority's June 16, 2016 meeting.

General Counsel

Mr. Grace's report, as read by Mr. Errickson, noted that he is still moving forward with his research into the feasibility of the Solar Project with the use of surrounding lands. However, there are some issues with which the Authority has to be aware and to resolve prior to the project moving forward. He will continue to update all parties as we gain additional information.

It was further noted that Mr. Grace has had discussions related to the land application of bio-solids with various parties. He is attempting to obtain sufficient information relative to being given approval for land application of bio-solids on farms which grow animal feed products and ornamental crops. At this

time, we are in the early stages of this process; therefore he is without full answers at this time and will update the Board in due course.

Mr. Grace's report stated he was available for any questions or concerns by the Director, staff and Commissioners.

Committees

There were no Committee meetings this past month.

RESOLUTIONS

There were no resolutions on the Agenda.

Treasurers Report

Revenue Account	\$199,166.31
Operating Account	939,044.97
Petty Cash	500.00
Sensor Account	8,240.25
General Account	3,077,249.03
Plant Reconstruction/Replacement	2,185,994.55
User Revenue Reserve	221,744.11
Trust Account	2,672,582.83
Total Cash Position	\$ 9,304,522.05

Treasurer Chann reported that the bills submitted for payment today for the Operating Account total \$211,279.71. 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 (2756) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner VanSant, seconded by Commissioner Edwards and carried unanimously at roll call.

Chairperson's Remarks

Chairman Jones thanked everyone for their hard work to keep things running smoothly. He also wished everyone a safe and Happy Memorial Day Holiday.

Commissioners-Public Remarks

There were no Commissioner or Public remarks made.

Chairman Jones called for a motion to enter into Executive Session to discuss Possible Litigation Matters. A motion was offered by Commissioner Young, seconded by Commissioner Friedman and carried unanimously at roll call.

A motion to return to the Regular Meeting was offered by Commissioner Edwards, seconded by Commissioner VanSant and carried unanimously at roll call.

The meeting was adjourned on a motion from Commissioner Friedman.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday June 16, 2016 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
ANGELIA EDWARDS	x			
HARVEY FRIEDMAN	x			
ZARKO RAJACICH	x			
DOUG VANSANT	x			
JERRY YOUNG\	x			
KEITH WASSERMAN				x
ALBERT JONES	x			

RESOLUTION 2756

Offered By VanSant

Seconded By Edwards

Dated May 19, 2016

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 \$211,279.71 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: May 19, 2016