

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
JUNE 20, 2013

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
6. MINUTES OF THE REGULAR MEETING OF MAY 16, 2013 AND THE SPECIAL MEETING OF JUNE 4, 2013.
7. 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
8. RESOLUTIONS
 - A. RESOLUTION AWARDED A CONTRACT FOR DIGESTER CLEANING SERVICES
 - B. RESOLUTION ESTABLISHING REGULAR FULL-TIME EMPLOYMENT, TITLE AND RATE OF PAY OF NICHOLAS ESPOSITO III
 - C. RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY THROUGH GOVDEALS
9. TREASURER'S REPORT
 - A. CASH POSITION OF THE AUTHORITY
 - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
 - C. RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CUA SERIES 2010-2013 NJEIT CONSTRUCTION FUND
10. CHAIRPERSON'S REMARKS
11. MOTION FOR EXECUTIVE SESSION
12. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
13. PUBLIC PORTION
14. ADJOURNMENT

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 2565
 Offered By Olbrich
 Seconded By Bethea
 Dated June 20, 2013

A RESOLUTION AWARDING A CONTRACT FOR DIGESTER CLEANING SERVICES

WHEREAS, the Cumberland County Utilities Authority has heretofore advertised for bids for Digester Cleaning Services, in accordance with the Specifications adopted on June 4, 2013, on file at its Wastewater Treatment Plant; and

WHEREAS, on June 18, 2013 three (3) bids were received and duly opened for Digester Cleaning Services, the three bids in lump sum amounts were as follows:

Mobile Dredging & Pumping Co., Chester, PA	\$414,720
Spectraserv Inc., Kearny, NJ	\$192,000
Synagro-WCWNJ, LLC, Baltimore, MD	\$302,400

and said bids were referred to the Authority's General Counsel, Deputy Director and Director for tabulation, evaluation, report and recommendation; and

WHEREAS, the Authority's Deputy Director and Director recommend that a Contract be awarded to Spectraserv Inc., 75 Jacobus Avenue, Kearny, NJ 07032, being the lowest responsible bidder.

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

1. That there be awarded, a contract to Spectraserv Inc., 75 Jacobus Avenue, Kearny, NJ 07032 for Digester Cleaning Services.
2. That the proper officers of this Authority be and they are hereby authorized and directed to execute the Contract hereby awarded.

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, June 20, 2013 at 4:30 p.m. prevailing time.

DATED: June 20, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
EDWARD BETHEA	x				RESOLUTION <u>2566</u>
SAMEER BOUTROS	x				Offered By <u>Boutros</u>
ANGELIA EDWARDS				x	Seconded By <u>Wasserman</u>
HARVEY FRIEDMAN	x				Dated <u>June 20, 2013</u>
DONALD OLBRICH	x				
KEITH WASSERMAN	x				
ALBERT JONES	x				

RESOLUTION ESTABLISHING REGULAR FULL-TIME EMPLOYMENT, TITLE AND RATE OF PAY OF NICHOLAS ESPOSITO III

WHEREAS, the Cumberland County Utilities Authority owns and operates a Sewerage Treatment Plant located in the City of Bridgeton, and requires employees to operate, manage, and conduct its business; and

WHEREAS, among the powers granted to the Authority by N.J.S.A. 40:14B-18, are the powers to hire employees and determine their duties and compensation; and

WHEREAS, the Authority hired Nicholas Esposito III to serve in the classification of Driver/Laborer, and

WHEREAS, the said Nicholas Esposito III has successfully completed a 90-day employment introductory period.

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

1. That Nicholas Esposito III be established as a Regular Employee of the Authority, in the classification title of Driver/Laborer, at the hourly rate of pay of \$17.00 effective, June 16, 2013.

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, June 20, 2013 at 4:30 p.m. prevailing time.

DATED: June 20, 2013

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 2567

Offered By Olbrich

Seconded By Boutros

Dated June 20, 2013

A RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY THROUGH GOVDEALS

WHEREAS, the Cumberland County Utilities Authority is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Commissioners are desirous of selling said surplus property in an "as is" condition without express or implied warranties.

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

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Commissioners of the Cumberland County Utilities Authority,

2. The sale will be conducted online and the address of the auction site is govdeals.com.

3. The sale is being conducted pursuant to Local Finance Notice 2008-9.

4. The surplus property to be sold is as follows:

Eight (8) Aeolus Trailer Tires

Size: 11/R22.5

Approx: 22,500 mile usage

5. The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

6. The Cumberland County Utilities Authority reserves the right to accept or reject any bid submitted.

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, June 20, 2013 at 4:30 p.m. prevailing time.

DATED: June 20, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
EDWARD BETHEA	x				RESOLUTION <u>2568</u>
SAMEER BOUTROS	x				Offered By <u>Bethea</u>
ANGELIA EDWARDS				x	Seconded By <u>Wasserman</u>
HARVEY FRIEDMAN	x				Dated <u>June 20, 2013</u>
DONALD OLBRICH	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 \$185,498.32 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: June 20, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
EDWARD BETHEA	x				RESOLUTION <u>2569</u>
SAMEER BOUTROS	x				Offered By <u>Wasserman</u>
ANGELIA EDWARDS				x	Seconded By <u>Bethea</u>
HARVEY FRIEDMAN	x				Dated <u>June 20, 2013</u>
DONALD OLBRICH	x				
KEITH WASSERMAN	x				
ALBERT JONES	x				

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
 AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES
 FROM THE CCUA SERIES 2010-2013 NJEIT CONSTRUCTION FUND

BE IT RESOLVED BY THE CUMBERLAND COUNTY UTILITIES AUTHORITY
 (the "Authority"), as follows:

Section 1. The costs and expenses which are set forth in the certificate entitled "Requisition and Certification as to Payment of Costs and Expenses From the CCUA Series 2010-2013 NJEIT Construction Fund" which is attached hereto as Exhibit A and which, by this reference, is made a part hereof as if set forth in full herein, are hereby authorized to be paid on June 20, 2013 from monies which are on deposit in the CCUA Series 2010- 2013 NJEIT Construction Fund , which has been established and created in accordance with the provisions of a Resolution of the Authority, duly adopted December 20, 2012, entitled "Supplemental Resolution Authorizing the Issuance of Not to Exceed \$2,100,000 Aggregate Principal Amount of Sewer System Revenue Bonds, Series 2013 of the CCUA".

Section 2. TD BANK, NA, Cherry Hill, New Jersey, in its capacity as Trustee for the holders of the CCUA Series 2010- 2013 NJEIT Construction Fund, is hereby authorized to withdraw such monies from the Fund, and to make payment of same, in accordance with the terms hereof and the terms of the attached requisition.

Section 3. This Resolution shall take effect immediately.

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, June 20, 2013 at 4:30 p.m. prevailing time.

DATED: June 20, 2013

REGULAR MEETING
CUMBERLAND COUNTY UTILITIES AUTHORITY
June 20, 2013

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, June 20, 2013 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Keith Wasserman, Vice Chairman
Ed Bethea, Commissioner
Sam Boutros, Commissioner
Harvey Friedman, Commissioner
Donald Olbrich, Commissioner
Steve Testa, Auditor
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
Sandy Acevedo, 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 is recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of May 16, 2013 and the Special Meeting of June 4, 2013. Motion was made by Commissioner Bethea, seconded by Commissioner Olbrich and was carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the May 2013 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. He stated that we were in compliance with all discharge permit limits but operationally, we continue to have difficulties with oil and grease and will begin some additional monitoring again.

The Director also noted that Ethics statements have been completed and submitted for the State of New Jersey.

Five employees of the CCUA have completed a two day instruction and training program in HAZMAT and will have that endorsement applied to their CDL. Another Safety Training program is scheduled for this month called "Train the Trainer". This is a program where select personnel will be trained in giving classroom instruction in specific safety regarding the CCUA plant. This safety program has been tailor made for the CCUA by our safety consultant using literature and power point presentation on CD to train plant employees and outside contractors before they start work on site. Cost of HAZMAT training was \$ 5,000 and Train the Trainer is \$3,100 for a total cost of \$ 8,100 which was paid for by Workforce Investment Board fund without cost to

CCUA or their employees. Also, since the last meeting Safety Training for Emergency Response, Fire Protection and extinguisher use was held.

He further reported that Quad Construction has arrived on site and started work on Monday June 17, 2013. Quad started work on the South Clarifier power washing and getting ready to paint. The contractor appears to be doing an excellent job in stripping all remnants of old coating off the concrete. Mr. O'Donnell will report on the issue with the North Clarifier crack and joint repair and its contractors J.P.Smith.

He noted that he along with Deputy Director Fernandez and Sandy Acevedo attended an A.E.A. seminar dealing with "Oversight of Construction Projects in your Plant". He felt that this was very worthwhile and they came away with some good ideas.

Director Errickson reported that the HVAC unit on top of the Administrative Building had to be replaced. The unit was very old and had outlived its usefulness. Prices obtained from outside contractors were approx. \$10,000, but in using plant personnel to do the replacement for \$3,000, the Authority had a savings of \$7,000.

Director Errickson reported that we still do not have an executed Shared Services Agreement. The CCIA is the lead agency and we are still working with them to bring together a signed contract. We cannot make payment until then.

Director Errickson also noted that we are presently in between field applications of sludge but expect to start back at Cumberland Nursery in the next couple of weeks. We plan on making contact with some additional nurserymen over the next few weeks to see if there is any interest in working with us for land application.

The Director also reported that after several requests over the past few years, South Jersey Ethanol has finally forwarded plans for their facility that is under construction in the Burlington Road Industrial park. They were provided with a connection fee amount for the office building that has been completed and permit requirements for the ethanol plant.

Industrial discharge permit renewal applications are being sent out to all currently permitted industries, as existing permits expire at the end of this year.

Also, a meeting has been scheduled with Upper Deerfield, on July 2, 2013, to review their sewer charges for Industrial users.

He further stated that we are working on our response to the NJDEP lab procedures inspection report.

In conclusion, Director Errickson briefly reviewed the resolutions on the agenda, stating Resolution A awards a contract for Cleaning the Digester; Resolution B establishes full time employment for N. Esposito, and Resolution C authorizes the sale of surplus property through Govdeals.

Engineer

Mr. Harris reported he had attended a meeting on May 21, 2013 with the Director, Deputy Director and General Counsel to discuss bids received for the Design and Purchase of Electrical Consumption Optimizing Equipment project, as well as the Digester Cleaning project. The problems that have been noticed with the previously installed tank coating were also discussed.

Mr. Harris went on to report that he had reviewed information from two bids submitted for the Design and Purchase of Electrical Consumption Optimizing Equipment. A letter was provided to the Director dated May 22, 2013 recommending that the Authority not award this bid to either bidder due to the uncertainties and lack of information in both bids. Because the electrical cost savings for the Authority could be a substantial

amount of money it was suggested that the Authority revisit the bid specifications for the project with the possibility of rebidding the project in the future.

Mr. Harris went on to report information from the three bids submitted for the current Digester Cleaning Project was reviewed. The apparent low bidder had an unbalanced bid. The bids were subsequently rejected and the project has been re-advertised for bid.

Auditor

Mr. Testa reported that he has completed preparation of the Authority's Secondary Market Disclosure Report. As reported at last month's meeting, this report updates the economic and demographic information of the City of Bridgeton and the Township of Upper Deerfield that was included in the Authority's last official statement issued in connection with the Series 2006A and 2006B Bond Issues. The report will be forwarded to the Trustee, and will be sent by them electronically, together with the previously submitted year 2012 Audit report, to the national repository that collects updated information on all bond issuers. This is due by June 30.

Mr. Testa stated that he is preparing the updated calculation of the Authority's maximum allowable Connection Fee as of December 31, 2012 in accordance with the Statues. (N.J.S.A. 40:14B-22). The calculation should be completed by June 21, 2013.

Mr. Testa also reported that he is working with management, the trustee and Bond Counsel regarding the Bond Reserve Fund requirement and related investments contained therein.

General Counsel

Mr. O'Donnell stated that he reviewed the bids that were submitted and part of today's agenda and found all bids submitted met all legal requirements.

Mr. O'Donnell noted that he spoke on several dates with the Director regarding the Crack/Joint repair and resurfacing problem. He advised that the bond company should be put on notice of the problem, as well as the contractor. The director has since notified the Bond Company. Mr. O'Donnell completed the Notice of Claim form supplied by the Bond Company and along with other documents requested by them were sent to the Bond Company.

The draft of the complaint against the delinquent hauler, KB Septic was provided to staff for their review and will be filed shortly.

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

Committees

There were no committee meetings or reports issued for the past month.

RESOLUTIONS

RESOLUTION (2565) A RESOLUTION AWARDING A CONTRACT FOR DIGESTER CLEANING SERVICES, offered by Commissioner Olbrich, seconded by Commissioner Bethea and carried unanimously at roll call.

RESOLUTION (2566) RESOLUTION ESTABLISHING REGULAR FULL-TIME EMPLOYMENT, TITLE AND RATE OF PAY OF NICHOLAS ESPOSITO III, offered by Commissioner Boutros, seconded by Commissioner Wasserman and carried unanimously at roll call.

RESOLUTION (2567) A RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY THROUGH GOVDEALS, offered by Commissioner Olbrich, and seconded by Commissioner Boutros, carried unanimously at roll call.

Treasurers Report

Revenue Account	\$ 1,517,040.21
Operating Account	457,669.48
Petty Cash	500.00
Sensor Account	6,729.65
General Account	1,390,319.49
Plant Reconstruction/Replacement	1,932,674.58
Trust Account	2,183,114.86
Total Cash Position	\$ 7,488,048.27

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$185,498.32. 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 (2568) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea, seconded by Commissioner Wasserman and carried unanimously at roll call.

RESOLUTION (2569) A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA SERIES 2010-2013 NJEIT CONSTRUCTION FUND, offered by Commissioner Wasserman, seconded by Commissioner Bethea and carried unanimously at roll call.

Chairperson's Remarks

Chairperson Jones thanked everyone for attending and also thanked the staff for taking the safety training as he believes that this is beneficial to the employees as well as the Authority.

Chairman Jones invited everyone to his home on Saturday July 13, 2013 for his annual Bar-B-Que.

Commissioners

Commissioner Boutros commended the staff for their due diligence concerning the clean up process of the digesters.

Public

There being 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, July 18, 2013 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