

**AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
JANUARY 16, 2014**

- 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 REGULAR MEETING OF DECEMBER 19, 2013**
- 6. 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**
- 7. RESOLUTIONS**
 - A. A RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS**
 - B. RESOLUTION TO ENTER INTO A CONTRACT WITH PTP CONSULTING, INC. FOR PROFESSIONAL SERVICES RELATED TO HEALTH AND SAFETY PROGRAM, TRAINING AND INSPECTION**
- 8. 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 CCUA SERIES 2010-2013 NJEIT CONSTRUCTION FUND**
- 9. CHAIRMAN'S REMARKS**
- 10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS**
- 11. PUBLIC PORTION**
- 12. ADJOURNMENT**

REGULAR MEETING
CUMBERLAND COUNTY UTILITIES AUTHORITY
January 16, 2014

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, January 16, 2014 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
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. 1975 (THE OPEN PUBLIC MEETING ACT) and led in the flag salute.

Secretary Hill called the roll and a quorum was present. Commissioner Angelia Edwards was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of December 19, 2013. It was motioned by Commissioner Olbrich, seconded by Commissioner Bethea and was carried at roll call, with Commissioner Bethea's vote recorded as abstained.

REPORTS

Director

Director Errickson submitted the December 2013 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. The plant had two minor violations for BOD during the month of December, one for the month and for the weekly average. The monthly average may be subject to a penalty assessment, but not more than \$ 1,000. The violations appear to be part of a trend that has continued into January and seems to be related to a cleaning compound discharge. DEP has been notified of this and the steps we are taking to address the issue.

Director Errickson noted that he met with employee representatives several times this past month and we continue to work together and have good communications.

He further reported that the annual reports to DEP and EPA are being prepared. For the year 2013 total sludge disposal was 845 dry tons of which 460 tons were land applied. We normally produce 550 to 650 dry tons per year. Last year's numbers were up substantially due to the cleaning of the digester.

Director Errickson also reported work is underway on the secondary digester. The lid has been removed and Franc Environmental is performing the final cleanup. The engineer has looked at the interior piping and it appears that the gas draw off pipe will need to be replaced, which will require a work change order. Pricing on this has not yet been received. The construction schedule has been extended until the end of January.

Director Errickson informed the board that Industrial Discharge permits are being processed for renewal, and public notice has been made in the newspaper.

A meeting was held with Bona Vita to review their actions to improve discharge quality since our last meeting with them in November. They have met all permit limits since that time but still need to continue doing so until March 2014 in order to be removed from "significant non-compliance" status, which carries with it mandatory minimum penalties.

Director Errickson commented on the Resolutions on today's agenda. Resolution "A" is a resolution allowing the Authority to purchase material according to the terms of NJ State Contract. It has been the experience of the Authority that purchase of material using State Contracts can be more economical than to purchase items directly from suppliers.

Resolution "B" allows the Authority to enter into a contract with PTP Inc. for professional and certified training related to health, safety and inspection. It is my recommendation of this contract due to the fact that PTP is certified in TCH Technical Contact Hours for our Licensed Plant Operations personnel, a requirement of NJDEP. They are also certified in Lock out-Tag out and Hazwoper training, safety, operations and confined space.

In conclusion, Director Errickson offered his thanks to Deputy Director Mike Fernandez, Business Administrator Sandy Acevedo and Administrative Assistant Patti McAllister for their help with his reports this month.

Engineer

Mr. Harris reported he had no activities required this past month other than being on call.

Auditor

Mr. Testa reported that he has begun planning and performing preliminary procedures on the 2013 Audit. We started fieldwork for the Audit today and should be here for the next few weeks.

General Counsel

Mr. O'Donnell reported that an information subpoena is being sent to the delinquent hauler to complete since no payment has been made on the judgement.

He further stated that Upper Deerfield and Bridgeton have not returned the Addendums to the Service Contracts. He spoke to Chris Langhart, Bond Counsel, and suggested he also reach out to both solicitors in case they had any questions. Mr. Langhart indicated he would do so before the end of the week. And as always, Mr. O'Donnell was available to answer questions and concerns from staff or commissioners.

Committees

There were no committee meetings held this month.

RESOLUTIONS

RESOLUTION (2609) AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS offered by Vice-Chairman Wasserman, seconded by Commissioner Olbrich and carried unanimously at roll call.

RESOLUTION (2610) TO ENTER INTO A CONTRACT WITH PTP CONSULTING, INC. FOR PROFESSIONAL SERVICES RELATED TO HEALTH AND SAFETY PROGRAM, TRAINING AND INSPECTION offered by Commissioner Olbrich, seconded by Vice-Chairman Wasserman and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$	53,169.94
Operating Account		1,372,577.78
Petty Cash		500.00
Sensor Account		6,931.63
General Account		1,193,120.77
Plant Reconstruction/Replacement		2,009,590.52
User Revenue Reserve		50,000.00
Trust Account		3,443,510.06
Total Cash Position	\$	8,129,400.70

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$275,575.36. 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 (2611) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea and seconded by Commissioner Olbrich, carried unanimously at roll call.

Chairman's Remarks

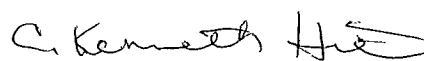
Chairman Jones thanked Director Errickson, Deputy Director Fernandez and the entire staff for their hard work and efforts to continue to improve the Authority. He also offered thanks to the Commissioners and Professional staff. The Chairman also wished everyone a Happy New Year and looks forward to working with everyone 2014. The Chairman also extended a special thank you to all of our dedicated employees.

Commissioners/ Public

There were no comments from the Commissioners or the public. The meeting was adjourned on a motion from Commissioner Olbrich.

The next regular Monthly Meeting of the Cumberland Counties Utilities Authority will be held Thursday, February 20, 2014 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
EDWARD BETHEA	x			
SAMEER BOUTROS	x			
ANGELIA EDWARDS				x
HARVEY FRIEDMAN	x			
DONALD OLBRICH	x			
KEITH WASSERMAN	x			
ALBERT JONES	x			

RESOLUTION 2609
 Offered By Wasserman
 Seconded By Olbrich
 Dated January 16, 2014

RESOLUTION AUTHORIZING THE CUMBERLAND COUNTY UTILITIES AUTHORITY TO PURCHASE MATERIALS ACCORDING TO THE TERMS OF PERTINENT STATE CONTRACTS

WHEREAS, the Cumberland County Utilities Authority in the course of conducting its operation is in need of purchasing materials; and

WHEREAS, the State of New Jersey has entered into contracts with suppliers of materials under the terms of said contracts, the Cumberland County Utilities Authority can purchase materials at the same costs as would be paid by the State of New Jersey; and

WHEREAS, it has been the experience of the Authority that purchase of materials pursuant to the terms of the State contracts is often more economical than attempting to purchase many items directly from suppliers of materials.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority to purchase materials pursuant to the terms of pertinent State contracts for the purchase of specific materials.

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, January 16, 2014 at 4:30 p.m. prevailing time.

DATED: January 16, 2014

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 2610
 Offered By Olbrich
 Seconded By Wasserman
 Dated January 16, 2014

**RESOLUTION TO ENTER INTO A CONTRACT WITH
 PTP CONSULTING, INC. FOR PROFESSIONAL SERVICES RELATED
 TO HEALTH AND SAFETY PROGRAM, TRAINING AND INSPECTION**

WHEREAS, there exists a need for an Occupational Safety Program for the employees of the Cumberland County Utilities Authority and funds are available for this purpose; and

WHEREAS, PTP Consulting, Inc., is licensed and certified through the N.J. Department of Labor in a field of study requiring specialized instruction in a prolonged form and course with certification by examination and has experience in providing an Occupational Safety Program; and

WHEREAS, due to the amount of the contract, there is no need to request bids.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Cumberland County Utilities Authority as follows that the Chairman and Secretary of the Cumberland County Utilities Authority are hereby authorized and directed to enter into an agreement with PTP Consulting, Inc, 1531 Kings Highway, Swedesboro, NJ 08085, for conducting an occupational safety program for the year 2014, for the employees of the Cumberland County Utilities Authority.

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, January 16, 2014 at 4:30 p.m. prevailing time.

DATED: January 16, 2014

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 2611

Offered By Bethea

Seconded By Olbrich

Dated January 16, 2014

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 \$275,575.36 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: January 16, 2014