

AGENDA  
CUMBERLAND COUNTY UTILITIES AUTHORITY  
MAY 15, 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 APRIL 17, 2014
6. REPORTS
  - A. DIRECTOR
  - B. ENGINEER
  - C. AUDITOR
  - D. GENERAL COUNSEL
  - E. COMMITTEES
    - (1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Friedman
    - (2) EMPLOYEE RELATIONS – Commissioner 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

NONE
8. TREASURER'S REPORT
  - A. CASH POSITION OF THE AUTHORITY
  - B. RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS
9. CHAIRPERSON'S REMARKS
10. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
11. PUBLIC PORTION
12. MOTION FOR EXECUTIVE SESSION TO DISCUSS POSSIBLE LITIGATION AND PERSONNEL MATTERS
13. ADJOURNMENT

# CUMBERLAND COUNTY UTILITIES AUTHORITY

COMMISSIONER	AYE	NAY	ABSTAIN	ABSENT	
EDWARD BETHEA	x				RESOLUTION <u>2630</u>
SAMEER BOUTROS				x	Offered By <u>Friedman</u>
ANGELIA EDWARDS				x	Seconded By <u>Bethea</u>
HARVEY FRIEDMAN	x				Dated <u>May 15, 2014</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 \$202,570.38 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 15, 2014

CUMBERLAND COUNTY UTILITIES AUTHORITY  
May 15, 2014

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, May 15, 2014 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:  
Albert Jones, Chairman  
Edward Bethea, Commissioner  
Harvey Friedman, Commissioner  
Donald Olbrich, Commissioner  
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. Commissioners Boutros, Edwards and Vice Chairman Wasserman were absent, with Vice Chairman Wasserman recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of April 17, 2014. Motion was made by Commissioner Friedman, seconded by Commissioner Bethea and was carried at roll call, with Commissioner Olbrich's vote recorded as abstained.

Chairman Jones called for reports.

## **REPORTS**

### **Director**

Director Errickson submitted the April 2014 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting.

The Director reported that he recently met with Jim Watson, Cumberland County Economic Development Coordinator to discuss the proposed Bay Shore project and to have Mr. Watson forward plans and drawings to D.E.P. head Bob Martin.

He also reported that he met with representatives from Susquehanna Bank to discuss bank fees. As a result of that meeting, it was decided to continue with Susquehanna for the Authority's banking needs.

It was further reported that the CCUA was part of a group meeting, held at the Downe Township Senior Center, to present ideas for saving the Cumberland County Bay Shore area. The meeting was well attended by local homeowners and Public Officials who listened to various ideas on how to handle sewerage disposal needs.

The Director also informed the Board that he met with Katie White, from Fleetmatics Inc., to discuss vehicle GPS Tracking Systems and the possible benefits from using such a system.

Director Errickson reported that he and the Employees Relations Committee met on May 6, 2014 to discuss plant wide negotiations for Authority plant personnel and staff. Several other items were discussed including retirements, replacements and job postings. It was decided that the first meeting with plant personnel would be held on May 20, 2014.

He also reported that he met with the CCLA to discuss possible shared service and how we could help each other save money.

Director Errickson reported that the spring application of sludge at Cumberland Nursery is wrapping up. Ash Lane Farm, a private land application facility, has inquired about CCUA taking over their permit and having the site dedicated for Authority use. The disposal capacity of the site is being evaluated to see how it could fit in with our operations.

He further noted that we had a minor violation of the monthly average BOD and ammonia during April 2014. The BOD limit is 25, and the reported value was 25.1; the ammonia limit is 35 and the reported value was 35.1. While these are very low (less than 1 %), the reasons are being investigated as we do not want them to occur again.

Director Errickson informed the Board that a permit application for NJ Ethanol in the Bridgeton Industrial Park has been received and is under review. The applicant has been informed it will take a minimum of 90 (ninety) days before the permit can be issued, as it will require the issuance of a draft permit and a mandatory 30 (thirty) day public comment period. He also noted that all the industrial discharges were in compliance with their permits this month, but we continue to monitor the use of ammonia based sanitizers, as they may be the reason for the BOD and ammonia violations. None of the existing industrial permits currently have ammonia limits, as it was never considered an issue.

The Director also reported there was an issue in Hopewell Township with a homeowner's sewer lateral being broken by construction activity. Even though it had been marked out, the mark-out was off a little due to a lack of reference points in the field. We will be recommending to the municipalities where we perform mark-outs, that all homeowners place a clean out-riser at the property line, so that these errors can be avoided.

Director Errickson reminded everyone that their Financial Disclosure Statement forms are due. He further stated that the staff here would be able to assist with this task and that everyone should come in sometime next week. Please call to set up an appointment. Concluding his report, the Director again thanked the Deputy Director, Michael Fernandez; Business Administrator, Sandy Acevedo and Administrative Assistant, Patti McAllister for their help with his reports this month.

#### **Engineer**

Mr. Harris reported that he has a meeting scheduled for June 4, 2014 with the US Department of Agriculture to explore funding opportunities for Authority Capital Projects.

Mr. Harris also reported, that as requested, he has started the review of Wastewater Discharge Permit Application submitted by New Jersey Ethanol, LLC.

#### **Auditor**

Mr. Testa was absent and no report was given.

#### **General Counsel**

Mr. O'Donnell stated that he had various meetings with the Director regarding User contracts, connection obligations, employee relations and other issues.

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

**Committees**

The Employee Relations Committee met on May 6, 2014. The purpose of the meeting was to discuss several employee related issues. The Committee agreed to meet again on May 20, 2014 at 10 am with the Employee Representatives and to meet every Tuesday thereafter, at 10 am, until completion.

**RESOLUTIONS**

There were no resolutions on the agenda this month.

**Treasurers Report**

Revenue Account	\$ 147,190.90
Operating Account	880,673.15
Petty Cash	500.00
Sensor Account	7,032.77
General Account	1,230,652.27
Plant Reconstruction/Replacement	2,034,412.64
User Revenue Reserve	79,909.92
Trust Account	3,121,656.69
Total Cash Position	\$ 7,502,028.34

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$202,570.38. 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 (2630) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Friedman, seconded by Commissioner Bethea and carried unanimously at roll call.

**Chairperson's Remarks**

Chairman Jones thanked the Director and staff for their hard work. He also offered warm wishes for a happy and safe Memorial Day. He asked everyone to please take time to remember our Veterans, both living and fallen. He also thanked those who came out to the meeting, mainly Mrs. Ridgeway.

**Commissioners/ Public**

There being 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, June 19, 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