

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
OCTOBER 17, 2019

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 SEPTEMBER 19, 2019
6. REPORTS
 - A. EXECUTIVE DIRECTOR
 - B. ENGINEER
 - C. AUDITOR
 - D. GENERAL COUNSEL
 - E. COMMITTEES
 - 1) COMMUNITY/INDUSTRIAL RELATIONS – Commissioner Andre
 - 2) EMPLOYEE RELATIONS – Commissioner 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 –
 - A. RESOLUTION TO AUTHORIZE PUBLIC NOTICE OF SOLICITATION OF PROFESSIONAL SERVICE CONTRACTS
 - B. RESOLUTION AUTHORIZING A PUBLIC HEARING ON AMENDMENTS TO THE SEWER USE RULES AND REGULATIONS
 - C. RESOLUTION AUTHORIZING THE INTRODUCTION OF THE 2020 BUDGET
 - D. RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY THROUGH GOVDEALS
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 PERSONNEL MATTERS WITH NO ACTION PLANNED
13. ADJOURNMENT

Have a Safe and Happy Halloween!

Next meeting is scheduled for Thursday November 21, 2019.

CUMBERLAND COUNTY UTILITIES AUTHORITY
October 17, 2019

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday October 17, 2019 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Albert Jones, Chairman
Keith Wasserman, Vice-chairman
William Andre, Commissioner
Angelia Edwards, Commissioner
Zarko Rajacich, Commissioner
Doug VanSant, Commissioner
Jerry Young, Commissioner
James Grace, General Counsel
Glen Miller, Engineer
Steve Testa, Auditor
C. Kenneth Hill, Secretary
Edward Bethea, Treasurer
G. Steven Errickson, Director
Daniel Jefferson, Deputy Director
Dominic Buirch, Business Administrator
Stephanie Mick, 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 September 19, 2019 Motion was made by Commissioner Young, seconded by Commissioner Rajacich and carried unanimously at roll call.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the September 2019 Discharge Monitoring Report (DMR) for inclusion into the minutes of this meeting. The plant is operating well, and we are meeting our effluent discharge limits, in some cases we are meeting those limits in the single digits.

Director Errickson noted that as to the solar project, we have completed the final preparation in order to meet with Bridgeton Planning Board on October 23, 2019 at 6:30pm for approvals needed by the Planning Board. This is another required step in moving ahead.

Director Errickson reported that The Authority continues to work with Upper Deerfield Township in resolving their drinking water issue. The Authority is monitoring closely the backwash they will be sending per the NJDEP approved trial experiment to remove nitrate from Upper Deerfield Water system. Only backwash that is tolerable can be accepted by the Authority.

Director Errickson reported that Belle Technologies has been on site this month for a service call and to help oversee development of the SCADA system upgrade. This upgrade will provide closer monitoring of the plant functions.

The Director also reported Kenneth Bellia of Bellia Technologies is on board as Authority IT Solutions Engineer and has taken over computer operations with a very smooth transition.

The Director also reported we continue to hold several staff meetings and communication meetings during the month keeping everyone informed.

The Director noted that we continue to hold weekly staff meetings and communications meetings three times per week.

The Director discussed The Authority utilizing all sludge produced on-site to fill the digesters back up to the proper operating levels after the recent digester cleaning project. The Authority anticipates that no sludge will be hauled off-site for the next couple of weeks.

Director Errickson also noted the following with regards to Operations and Maintenance:

The Frac-tanks that have been used for temporary sludge storage have been removed from the property.

The boiler used to heat the primary digester sludge has been serviced and the door replaced. The boiler has been placed in service and the digester is in the process of being brought up to operating temperature.

Simpson and Brown have completed the installation of the new digester flare.

The north secondary clarifier has been placed in service in anticipation of the colder temperatures. This will provide operations with longer detention times and better settling within the secondary process.

The Authority has begun the asphalt replacement project, the project is on-going, and no problems reported.

The Authority has prepared the draft copies of all IPP permits. A public notice has been made on October 7, 2019 and the final drafts will be issued next month.

Management met with the planners of the proposed expansion at the Rutgers University Food Innovations site. The details of the expansion were discussed, and the Authority is currently calculating the connection fee.

The Budget and Finance Committee met this past month, Vice-Chairman Wasserman will report on this meeting when we come to Commissioner's comments.

The Director noted that we have four (4) resolutions on the agenda today.

Resolution "A" Authorizing solicitation for professional services.

Resolution "B" Authorizing Public Hearing on Amendments to Sewer Use Rules and Regulations.

Resolution "C" Authorizing Introduction of the new Budget.

Resolution "D" Authorizing Disposal of Surplus Property through Gov Deals.

The Director also noted we have a need for Executive Session today dealing with personnel, with possible action to be taken.

In conclusion, the Director offered his thanks to Deputy Director Daniel Jefferson, Administrative Assistant Stephanie Mick, Business Administrator Dominic Birch, Solicitor James Grace and Pennoni Engineering and the entire staff for their help in preparing this report.

Engineer

WWTP Headworks Grit System and Screening Replacement: Pennoni is preparing preliminary design plans of proposed headworks grit equipment layout for Authority review in October.

Anticipated Permit Schedule: Submit Application- February 2020; Receive Approval-May/June 2020.

Anticipated Project Schedule: Advertise-February 2020; Receive Bids- March 2020/ Award- April 2020;

Notice to Proceed construction-May/June 2020(after receipt of TWA permit).

Digesters and Storage Tanks Cleanout: Pennoni assisted the Authority in performing a tank inspection on July 30, 2019 and August 8, 2019. Pennoni also inspected one Sludge Thickener at the request of the Authority. Pennoni has transmitted a report to the Authority for review.

EQ Tank: Pennoni prepared and submitted a revised Condition Assessment report on the EQ Tank Structure with the petrograph survey test results for Authority's review on July 19.

Parking Lot Reconstruction: Contractor Ricky Slade Construction, Inc. in the contract amount of \$367,475.00.

Schedule: Notice to proceed-September 26, 2019, Contract end date-October 26, 2019.

Status: Milling of the plant parking lot is complete. Paving of the lot is scheduled to be completed the week of October 14, 019.

Pennoni assisting the Authority with obtaining survey information of the plant component elevations, as needed. A survey of the Primary and Secondary Clarifiers was completed on June 24, 2019.

No further action required with NJDEP in connection with the Upper Deerfield Pumping Station.

Other Projects or Issues:

Mayor Aitken Force main: Pennoni assisting the Authority with Cumberland County's relocation of the Authority's existing force main project along Aitken Drive, as needed.

Pennoni assisting Authority with the feasibility in accepting pretreated backwash water from Upper Deerfield Township, as needed.

Solar Project: Pennoni assisting the Authority with Advanced Solar Agreement and easement issues, as needed.

Pennoni to work with the Authority in review of Capital Budget Projects, as needed.

Maps/Plans

Pennoni periodically scans and place into a file sharing site, The Authority's existing record plans for wastewater treatment plant, pump station, and sanitary sewers.

Pennoni to update/obtain design and as-built drawings (public and private) and record as needed.

Auditor

Mr. Testa reported that he has completed, and provided to the Authority , the updated calculation of the Authority's maximum allowable Connection Fee as of December 31, 2018 in accordance with the Statue. (N.J.S.A. 40:14B-22). The maximum allowable connection fee as of December 31, 2018 is \$ 3,602.00. The current fee charged by the Authority is \$ 3,290.00. This doesn't mean you have to charge the higher amount; however, the Authority is required to calculate the fee each year to determine the maximum amount that can be charged.