

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
MARCH 15, 2012

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 FEBRUARY 16, 2012
6. REPORTS
 - A. DIRECTOR
 - B. ENGINEER
 - C. AUDITOR
 - D. GENERAL COUNSEL
 - E. COMMITTEES
 - (1) COMMUNITY RELATIONS – Commissioner A. Edwards
 - (2) EMPLOYEE RELATIONS – Vice Chairman Jones
 - (3) FACILITIES EXPANSION/CONSTRUCTION - Commissioner Olbrich
 - (4) FINANCE AND BUDGET - Commissioner Wasserman
 - (5) INDUSTRIAL WASTE - Commissioner Crilley
 - (6) INSURANCE – Commissioner Friedman
 - (7) OPERATIONS - Commissioner Boutros
 - (8) AD HOC - Commissioner Begley
7. RESOLUTIONS
 1. RESOLUTION TO EXTEND THE CONTRACT WITH POLYDYNE INC. FOR THE SUPPLY AND DELIVERY OF POLYMER
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 CCUA NJEIT 2010 CONSTRUCTION FUND
10. CHAIRMAN'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. ADJOURNMENT

REGULAR MEETING
CUMBERLAND COUNTY UTILITIES AUTHORITY
March 15, 2012

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, March 15, 2012 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:

Nancy Sungenis, Chairperson
Albert Jones, Vice Chairman
James Begley, Commissioner
Sam Boutros, Commissioner
James Crilley, Commissioner
Angelia Edwards, Commissioner
Harvey Friedman, Commissioner
Donald Olbrich, Commissioner
Keith Wasserman, Commissioner
Steve Testa, Auditor
Ronald Curcio, Engineer
Robert O'Donnell, General Counsel
James Quinn, Treasurer
Thelma D.Scott, Secretary
Theodore Propert, Director
Robert Rose, Public Relations
Sandy Acevedo, Business Administrator
Patti McAllister, Assistant Secretary – Treasurer

Chairperson Sungenis 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 Scott called the roll and a quorum was present.

Chairperson Sungenis called for a motion to approve the minutes of the Regular Monthly Meeting of February 16, 2012. It was motioned by Commissioner **Olbrich, seconded** by Commissioner Edwards and carried at roll.

REPORTS

Director

Director Propert submitted the February Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. The plant met all parameters for the month of February.

He announced that he has been notified that the Authority received another Governor's Safety Award from the New Jersey Labor and Workforce Development for meeting all safety criteria **in** 2011. To date the Authority has worked 683,139 hours without any loss time accidents.

Director Propert **reported** that the Employee Relations Committee met **with Employee Representatives** on March 5th to discuss wording changes to the Employee Handbook and are **awaiting any** employees response. **Also discussed by the Committee, was the need to fill two positions; a CDL driver, to fill a retiring employee's position and an empty laborers position.**

He further stated that there were several responses received to the Authority's ad for the CDL truck driver position. He has been interviewing 3 or 4 candidates a day, all week and will finish sometime next week. At that time, a meeting will be scheduled with the Employee Relation Committee to review the final 3 or 4 candidates, with hopes that the position will be filled by the first week in April.

Director Propert noted that field application of bio-solids started on Tuesday, March 6th. Weather permitting, they will move as much product as possible, which will save money, as land application is a lot cheaper than incineration. There will be a need to review the agreement with Cumberland Nurseries for sludge use, which will require Board approval. This is due to a change of ownership structure from sole proprietor to LLC corporation.

He also reported that he and Mike Fernandez met with Upper Deerfield concerning their waste flow and strength. We will be conducting some investigative sampling on their system to help identify any areas with unusual wastewater characteristics.

The Authority had our first DEP collection system inspection this past month. Director Propert noted that this is a new initiative being made by the DEP. The inspection went well, with only one minor deficiency found; for a backflow preventer permit at our Industrial Park Station. We have these permits for the plant and Glass St pump station, but due to the small size of the water feed at the Industrial Park, we did not think it was necessary.

Director Propert reported that the changeover of all new equipment and new service, to Comcast service, has gone smoothly. The new service is much faster and half the cost of the old system. He further stated that unrelated to that, the internal telephone system, which is twenty plus years old, had a breakdown last week. While it is presently working, quotes are being obtained, for a much needed digital system that will be easily expandable. The cost is under \$6,000.00.

He also noted that he had a request from a company called Hydro Lunar Energy, to meet with the Facilities Expansion Committee with a proposal for generating energy from our plant flow streams. More information on this, is included in the Commissioners folders, for review.

Director Propert stated that Resolution "A" pertains to extending the contract for the delivery of polymer for one additional year, with a \$750.00 increase to the current contract.

In conclusion, Director Propert stated that while cleaning out the Authority's storage area, an article was found concerning the purchase of the facility from Bridgeton, back when we were called the Cumberland County Sewerage Authority (CCSA). This article has been framed and has been placed on the meeting room wall along with all the Authority awards.

Engineer

Mr. Curcio reported that they completed and submitted the application to the Environmental Trust for funding through the Second Chance Fiscal Year 2013 Infrastructure Trust Loan Program, to perform miscellaneous rehabilitation work at the plant, described in last month's report. They are awaiting confirmation that the Authority will be included in current funding cycle.

He further stated that they've advised Perna & Finnigan that they should complete the final restoration work required under the Upper Deerfield Force Main Replacement Contract. The contractor agreed to submit a schedule by the end of next week.

Auditor

Mr. Testa reported that they are very close to finalizing the draft of their portion of the Audit Report for the year ended December 31, 2011. He will then provide Management with the draft information to enable the

Authority to prepare its section, namely, Management's Discussion and Analysis, and also review the draft with Management.

Mr. Testa further stated that once the report is complete, the draft will be provided to the Finance and Budget Committee for their review. Next, a committee meeting should be held to review the draft report, and once approved, a copy of the draft will be sent to the Commissioners for their approval. Receipt of the final report should be acknowledged and certified by the Commissioners at the April meeting.

General Counsel

Mr. O'Donnell stated that he met with the Director to go over some employee relation issues.

He briefly mentioned that he was happy to hear that the contract issue with the phone service is over and noted that he is available for questions or comments from the staff and Commissioners.

Committees

The Employee Relations Committee met on March 5, 2012 and minutes of the meeting are in the Commissioners packages. Chairman Jones stated that the minutes were self explanatory unless there were any questions from the Board.

RESOLUTIONS

RESOLUTION (2476) TO EXTEND THE CONTRACT WITH POLYDYNE INC. FOR THE SUPPLY AND DELIVERY OF POLYMER, offered by Commissioner Jones, seconded by Commissioner Wasserman and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$	1,606,945.29
Operating Account		828,770.78
Petty Cash		500.00
Sensor Account		6,213.38
General Account		200,799.47
Plant Reconstruction/Replacement		1,729,221.24
Trust Account		2,953,581.98
Total Cash Position	\$	7,326,032.14

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$211,179.21. 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. For the first two months of 2101, revenues have exceeded expenses by \$30,670.71. Treasurer stated that the monthly bank statements are available for review if anyone is interested.

RESOLUTION (2477) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Edwards, seconded by Commissioner Olbrich and carried unanimously at roll call.

RESOLUTION (2478) OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES FROM THE CCUA NJEIT 2010

CONSTRUCTION FUND, offered by Commissioner Jones, seconded by Commissioner Edwards and carried unanimously at roll call.

Chairperson's Remarks

Chairperson Sungenis congratulated the staff for how they work together and the receipt of the Governor's Safety Award.

Commissioners

There were none

Public

There were none.

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, April 19, 2012 in the Public Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey at 4:30 pm.

Respectfully submitted,

Thelma D. Scott, Secretary

RESOLUTION TO EXTEND THE CONTRACT WITH
POLYDYNE INC. FOR THE SUPPLY AND DELIVERY OF POLYMER

WHEREAS, the Cumberland County Utilities Authority entered into a contract on March 21, 2011 with Polydyne Inc., for the Supply and Delivery of Polymer, in the amount of \$25,280 per year, terminating April 30, 2012; and

WHEREAS, the Specifications for this contract provide that it may be extended for an additional period of one year, with the same terms and conditions plus a one-time CPI adjustment upon mutual agreement; and

WHEREAS, Polydyne has indicated, by written notice, their desire to extend the terms and conditions of their proposal for an additional 12 month period, May 1, 2012 to April 30, 2013 with a 3% price increase based on the CPI; and

WHEREAS, the Authority has been satisfied with the services rendered by Polydyne Inc.; 1 Chemical Plant Road, P.O. Box 279, Riceboro, Georgia, 31323 for the supply and delivery of Polymer; and

WHEREAS, the Authority desires to extend the contract with Polydyne Inc. for an additional 12 month period.

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

1. That the Authority extend the contract entered into with Polydyne Inc., 1 Chemical Plant Road, P.O. Box 279, Riceboro, Georgia, 31323, for an additional 12 months, terminating April 30, 2013, for the same terms and conditions of the existing contract for the Supply and Delivery of Polymer, in the amount of \$1.627 per pound for a total bid of \$26,032.00 per year.
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, March 15, 2012 at 4:30 p.m. prevailing time.

DATED: March 15, 2012