

AGENDA
CUMBERLAND COUNTY UTILITIES AUTHORITY
SEPTEMBER 19, 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
5. MINUTES OF REGULAR MEETING AND EXECUTIVE SESSION OF AUGUST 15, 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 TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2013 BUDGET
 - B. A RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND
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. MOTION FOR EXECUTIVE SESSION
10. CHAIRMAN'S REMARKS
11. OPEN FLOOR FOR COMMENTS OF COMMISSIONERS
12. PUBLIC PORTION
13. 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 2579

Offered By Olbrich

Seconded By Friedman

Dated September 19, 2013

A RESOLUTION OF THE CUMBERLAND COUNTY UTILITIES AUTHORITY
AUTHORIZING PAYMENT OF CERTAIN COSTS AND EXPENSES
FROM THE CUA 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 CUA 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 September 19, 2013 from monies which are on deposit in the CUA 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 CUA".

Section 2. TD BANK, NA, Cherry Hill, New Jersey, in its capacity as Trustee for the holders of the CUA 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, September 19, 2013 at 4:30 p.m. prevailing time.

DATED: September 19, 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 2578

Offered By Bethea

Seconded By Olbrich

Dated September 19, 2013

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 \$177,547.65 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.

DATED: September 19, 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 2577

Offered By Olbrich

Seconded By Bethea

Dated September 19, 2013

A RESOLUTION AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2013 BUDGET

WHEREAS, the Cumberland County Utilities Authority's Finance and Budget Committee and Director have reviewed the 2013 Budget and have determined that certain line items contained therein require reclassification of budgeted amount among expense and revenue categories; and

WHEREAS, the Authority Members, after their review, have determined that certain Budget line items require an increase or decrease in the amount appropriated; and

WHEREAS, the Authority Members have determined that the funds for said adjustments are made available through transfers from among other budgeted categories as listed on the attached schedule.

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

That the attached "Schedule of Budget Adjustments" which are made part hereof, are hereby approved and ratified.

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, September 19, 2013 at 4:30 p.m. prevailing time.

DATED: September 19, 2013

CUMBERLAND COUNTY UTILITIES AUTHORITY
September 19, 2013

The Cumberland County Utilities Authority (CCUA) held its Regular Monthly Meeting on Thursday, September 19, 2013 in the Meeting Room of the Operations Building, 333 Water Street, Bridgeton, New Jersey.

Representing the CCUA:
Albert Jones, Chairman
Edward Bethea, Commissioner
Sam Boutros, Commissioner
Angelia Edwards, 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
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. Vice Chairman Keith Wasserman was recorded as an excused absence.

Chairman Jones called for a motion to approve the minutes of the Regular Monthly Meeting of August 15, 2013. It was noted that the absence of Commissioner Bethea was an excused absence and is included with this motion as amended. Motion was made by Commissioner Olbrich, seconded by Commissioner Bethea and was carried unanimously at roll Call, with Commissioner Bethea vote recorded as Abstained.

Chairman Jones called for reports.

REPORTS

Director

Director Errickson submitted the August 2013 Discharge Monitoring Report (DMR) for inclusion in the minutes of this meeting. He stated that we had a minor violation for maximum daily chlorine residual that was due to a maintenance issue with the analyzer (moisture had gotten into the sample chamber). This is not subject to any state enforcement action.

The Director reported meeting with our consulting engineering staff from C.M.E. this past month. The purpose of the meeting was to tour the plant operations in order to develop a five year capital plan and to look for cost savings projects and aid in the budgeting process. He also reported touring the plant operations with Dale Finch our shared service coordinator, along with members of the Millville MUA and city Engineer John Knoop, looking for ideas regarding cost savings, joint contracts, and mutual aid in emergencies. Millville offered to share their experience and knowledge regarding solar panel installation at their facility.

On August 20, 2013, the County hosted a presentation at the Authority, on installing AirVac style sewer lines from the CCUA to the Bay Shore Region of Cumberland County. The presentation was attended by

approximately 30 to 40 people from cities and townships around the County including; local Mayors, Township Committee persons, Freeholders and members of the Authority Board. All were supportive of the possible project.

He also informed the Board that a first round plant roof inspections was conducted with Green Buildings Incorporated, a roofing consultant. The Authority has plans to self perform some roofing projects this fall and believe costs will be cut in doing so. Factory training will be provided by the manufacturer, free of charge.

Director Errickson reported the new sludge screw press has been installed and is working well, allowing us to increase sludge cake output. However, it is also noted that there is a need to upgrade the polymer system, which is still the original from startup of the plant. We are obtaining quotes for a new system for inclusion in next year's budget.

The first stage of the aeration basin upgrade has been completed and appears to be working well. We are in the process of draining and cleaning the other tank, in order to proceed with the upgrades there. This should result in significantly lower maintenance costs for the aeration system, as well as improved energy efficiency.

The digester rehab is proceeding very slowly, and is about two weeks behind schedule. Concerns have been expressed to the contractor and they are aware of the issues. They hope to provide a timeframe in which to proceed with the cleaning of the secondary digester next week. On a positive note, the delays have allowed us to determine that all associated digester gas piping is in good condition and should not need any additional work on our end.

Director Errickson reported that a second round of application has been done at Cumberland Nursery and there will be a little more, prior to closing out for the year. Until then, we are taking liquid and cake to GCUA.

Director Errickson also stated that Cumberland Dairy had a significant bypass of treatment during the month, combined with a discharge of sludge to the environment. DEP became involved after a resident reported the discharge. Similar operational issues always occur when they push their treatment plant beyond its capacity. DEP is imposing penalties and requiring a revised emergency management plan. The Authority will need to follow up with a notice of violation as well.

The Director also reported that World Energy conducted reverse electrical energy audit on September 10, 2013. This was attended by the some of our CCUA staff. It appears the Authority will again save some additional cost by using the Reverse Auction process. We are waiting for cost comparison from the County to show exact amounts. We are also looking into the possible savings of Reverse Auction for Natural Gas to find out if CCUA can save energy cost there as well.

Resolution "A" on the agenda, authorizes the transfer of line items and approves adjustments in the 2013 budget.

Inclusion, the Director thanked 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 an inspection of the Authority's Wastewater Treatment Plan and Seabrook and Cubby Hollow Pump Stations was conducted on August 13, 2013 by a team from CME Associates, in order to gather information to be used in updating the Authority's Capital Improvement Program.

Mr. Harris also reported work progressed on a draft of a revised Capital Improvement Program.

Auditor

Mr. Testa reported he had reviewed the Schedule of 2013 Budget Adjustments with management.

General Counsel

Mr. O'Donnell stated that he heard from the delinquent hauler who was being sued by the Authority in the Special Civil Part, Gloucester County. He stated that he returned calls on two occasions, leaving a detailed message after the most recent call. The hauler finally returned his call today and proposed paying \$500.00 per week until paid in full. Mr. O'Donnell explained that the Authority could enter into a Stipulation of Dismissal with agreed upon terms that would permit a Judgment to be entered, should the hauler fail to meet his obligations. Service in this matter was effectuated on August 27, 2013 and default is scheduled for October 4, 2013. He further recommends the Authority accept the payment plan.

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

Committees

The Finance and Budget committee met on Tuesday, September 12, 2013. The purpose of the meeting was to review and discuss the 2013 Line Item Adjustments and to set the Connection Fee for the year 2014.

RESOLUTIONS

RESOLUTION (2577) AUTHORIZING THE TRANSFER OF LINE ITEMS AND APPROVING ADJUSTMENTS IN THE 2013 BUDGET, offered by Commissioner Olbrich, seconded by Commissioner Bethea and carried unanimously at roll call.

Treasurers Report

Revenue Account	\$ 1,696,715.28
Operating Account	583,952.72
Petty Cash	500.00
Sensor Account	6,730.50
General Account	1,069,240.23
Plant Reconstruction/Replacement	1,944,074.60
Trust Account	2,501,049.35
Total Cash Position	\$ 7,802,262.68

Treasurer Quinn reported that the bills submitted for payment today for the Operating Account total \$177,547.65. 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 (2578) APPROVING AND AUTHORIZING PAYMENT OF CERTAIN OPERATING ACCOUNT VOUCHERS, offered by Commissioner Bethea, seconded by Commissioner Olbrich and carried unanimously at roll call.

RESOLUTION (2579) 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 Olbrich, seconded by Commissioner Friedman and carried unanimously at roll call.

Chairperson's Remarks

Chairperson Jones thanked the Director and staff for their hard work looking to improve the cash position of the Authority. He also thanked those who came out to the meeting.

Commissioners

Commissioner Boutros asked several questions related to the Finance & Budget report. Steve Testa explained the need for the Line Item Adjustments in the 2013 Budget and the reason for each.

Public

Shane Godshall from the American Littoral Society questioned the board about the need of the Bay Shore Project. He stated he attended the informational meeting and had left written questions to which he never received answers. The list of questions was given to someone at the Freeholder sponsored meeting. Director Errickson asked Mr. Godshall to send the list to him and he would be happy to answer any questions that he could.

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, October 17, 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