

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JUNE 20, 2011

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairwoman Dixon at 6:05 P.M. The meeting was held at the Administration Building located at 1645 Ferry Avenue, Camden, New Jersey. On roll call, the Commissioners responded to their names as follows:

Commissioner	Biondi	-	ABSENT
"	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

STAFF PRESENT:

Andrew Kricun, P.E., Executive Director/Chief Eng.
Laurence E. Rosoff, Solicitor
John Werner, Chief Financial Officer
Robert Cornforth, Director of O&M

Kim Michelini, Assistant Authority Secretary
Alisa Smith, Secretarial Assistant

CONSULTANTS:

None

OTHERS PRESENT:

Marge DellaVecchia, Camden County
Jean Delaney, Stenographer

Chairwoman Dixon read the 'Chairperson's Commencement Statement' acknowledging that proper notice of this Regular Meeting setting forth the date, time and place of the meeting has been prominently posted on (1) a public bulletin board located in the lobby of the Administration building (2) mailed to the Courier-Post and Inquirer and (3) filed with the Clerk of Camden County on February 2, 2011 as set forth in its annual schedule of meetings, in compliance with the Open Public Meetings Law.

ADOPTION OF MINUTES:

A motion was made by Commissioner Burley and seconded by Commissioner MacFarlane to adopt the Minutes of the Regular Meeting held on May 16, 2011. There being no question on the motion, a roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System – June 2011 Report
- 2) EPA Energy Conference
- 3) Appointment of Kim Michelini to Authority Secretary

B) Engineering:

1) Quarterly Project Report

Commissioner Wu requested an update on the status of the sludge dryers, biofilter, Gateway Park and Solar Panels. Mr. Kricun responded that regarding the sludge dryers, the contractor, Synagro is currently taking approximately 10% of the Authority's total sludge generated per day. It is anticipated that by mid-July they will be taking all of the Authority's sludge. In addition, it is anticipated the performance test will be completed in August. Mrs. Kricun added that the completion of this project will not only significantly reduce the CCMUA's sludge hauling costs but also improve the CCMUA's odor control performance. Commissioner Wu asked for a clarification as to the difference between Class A and Class C solids. Mr. Kricun stated that Class C solids are those that can only be used for landfill application or incineration versus Class A solids which can be used in land applications for food consumption.

Mr. Kricun stated that the construction of the biofilter has been completed and it has been acclimated. This one biofilter will eliminate the two existing chemical odor scrubbers. One of the odor sources, the sludge storage building, has been routed through the biofilter and demolition of the scrubber has begun. The demolition of the odor scrubber will begin this week. By mid-July, the biofilter will begin taking air from the second odor source, the four liquid storage tanks, in addition to the sludge storage tanks. The biofilter is currently performing beyond expectations. The CCMUA will investigate the possibility of tying in a third odor scrubber in the vicinity should the biofilter continue to perform well.

Regarding the Gateway Park, Mr. Kricun commented that the project is progressing well. The contractor has begun construction of the park which is targeted to be completed around July 15, 2011. A ribbon cutting ceremony will be planned and all commissioners will be advised of the details once they have been finalized. The Assistant Commissioner of Enforcement of the NJDEP, Wolf Skacel, has expressed interest in attending the ribbon cutting ceremony as well. This park, once constructed, will be similar to Peace Park, located at Broadway and Ferry; however, it will be slightly larger and include four rain gardens. Commissioner Wu asked who would be maintaining the parks. Mr. Kricun stated that the CCMUA has contracted with Greater Camden Partnership, who recently merged with Cooper's Ferry, to maintain the parks at a cost of \$15,500 per year.

Finally, regarding the solar panels, the project is scheduled for completion in the Spring of 2011. The contractor has been working on the design and has identified three locations for installation of the panels- the roof of the sludge storage building, the overhang above the sedimentation tanks and one acre of the five acre open space property purchased through the County's Open Space program last year. The one acre of solar panels will be a buffer between the main plant location and the park that will be constructed for the community on the remaining 4 acres. The CCMUA expects to generate 2-3 megawatts of power through the solar panels or approximately 15% of the total 18 megawatts used.

The CCMUA is investigating additional ways reducing its carbon footprint, one being the possibility of using the methane gas generated from its sludge to fuel the gas dryer.

- 2) Authorize a Change Order to Neri's Construction for the demolition of the Ancora Pump Station Project
- 3) Authorize a Change Order to PKF Mark III for the Sludge Drying Facility
- 4) Agreement with Barrington to modify an existing easement

C) Legal:

D) Finance:

1) Voucher Payment Resolutions - Report on Emergency Payments

Commissioner MacFarlane noted that salaries and utilities were up slightly. Mr. Werner replied that overtime was the reason for the slight increase in salaries and utilities were up mostly due to the operation of the sludge dryers. Mr. Werner added that the increase in utilities due to the sludge dryer has been budgeted for accordingly. Mr. Kricun further clarified that there is a trade off in the operation of the sludge dryer and the biofilter in that utility costs (natural gas) will increase, but maintenance and chemical costs will decrease.

Commissioner MacFarlane commented on the fact that sludge volumes continue to be high. Mr. Kricun stated that upon completion of the dryer, the CCMUA will work toward improving the dryness of the sludge entering the dryer by working with the manufacturer of the belt filter presses to improve the effectiveness of the presses. This will help reduce the use of natural gas in the dryer.

Commissioner Wu asked Mr. Werner to estimate how it stands midway through the budget year. Mr. Werner replied that he felt that the CCMUA was on target to be close to plan in spite of being slightly off on collections. Commissioner Engelbert asked if the CCMUA was still having staff perform odor rounds on overtime was still occurring and if so, were the overtime dollars spent on this task necessary. Mr. Cornforth replied that odor rounds are performed daily by the Senior Operator. During the week, there is a full staff of management and employees to handle this task. However, during the weekend, he added, staffing is at a minimum, therefore, additional management staff is brought in on overtime to perform the odor rounds. Both Mr. Kricun and Mr. Cornforth believe that it is a productive service performed by the staff at this time. Mr. Kricun added that he and the O&M staff will likely revisit the use of odor patrols once the sludge dryer is fully operational since the majority of the CCMUA's odor source will be eliminated.

II) INFORMATIONAL ITEMS:

A) Administration

- 1) CCMUA Organizational Chart- as of June 13, 2011
- 2) Personnel Department Update- as of June 13, 2011

B) Finance

- 1) Collection Report for May 2011
- 2) Budget Review Report for May 2012
- 3) Cash Management Report - April 2011

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF & Winslow STP- Discharge Monitoring Report (April 2011)
- 2) Del. No. 1 WPCF & Winslow STP- Sludge Quality Assurance Report (March 2011)
- 3) Del. No. 1 WPCF & Winslow STP- Operations Report (April 2011)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None- No public present

OLD BUSINESS:

None

NEW BUSINESS:

Mr. Kricun stated that there would be a public hearing on the revised connection fee for 2011 and Chief Financial Officer, Mr. Werner, would explain how the new rate was calculated. Mr. Werner began by stating that the CCMUA, in accordance with State Statute, has revised its connection fee by increasing it \$191. The formula used to set the connection fee takes the debt service paid in the prior year added to the accumulated debt service divided by the number of EDU's (equivalent dwelling unit). Connection fees are a good source of revenue for the CCMUA. This increase is approximately 4 ½ % over last year's rate which is fairly consistent with prior year increases. There being no public present, a motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to close the public hearing portion of the meeting. There being no question on the motion, a roll call was taken to which the Commissioners responded as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-11:6-72, authorizing revision of connection fee. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-72 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Swartz to adopt Resolution #R-11:6-73, accepting annual audit for the year ending December 31, 2010 as prepared by Bowman and Company. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-73 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Burley to adopt Resolution #R-11:6-74, authorization for the CCMUA to become a participating sponsor of Camden County Parks Events for Year 2011. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-74 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Swartz to adopt Resolution #R-11:6-75, resolution of the Camden County Municipal Utilities Authority making application to the Local Finance Board pursuant to N.J.S.A. 58:27-19 et. Seq. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	ABSTAIN
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-75 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-11:6-76, authorizing the execution of an agreement between the CCMUA and Kilcoyne Equipment Services for maintenance of natural gas engines in accordance with Specification #11-12. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES

"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-76 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner McKernan to adopt Resolution #R-11:6-77, authorizing the execution of an agreement between the CCMUA and Aramark Uniform Services, A Division of Aramark Uniform & Career Apparel, LLC., of Burbank, California for uniform rental in accordance with Specification #11-05A. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-77 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Swartz to adopt Resolution #R-11:6-78, authorizing sale of surplus property. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-78 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Swartz to adopt Resolution #R-11:6-79, Commending Helen Troxell. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-79 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Engelbert to adopt Resolution #R-11:6-80, Appointing Kim Michelini as the Secretary to the Camden County Municipal Utilities Authority. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-80 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner MacFarlane to adopt Resolution #R-11:6-81, authorizing award of Change Order No. 1 to CCMUA's contract with Neri's Construction for the demolition of the Ancora Sewage Treatment Plant. Commissioner Swartz requested clarification regarding the funding of the project. Mr. Kricun responded that this project is 100% funded by the State of New Jersey. Initially, the CCMUA has the out of pocket expense but is later reimbursed by the State. There being no further question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-81 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Burley to adopt Resolution #R-11:6-82, authorizing the execution of an agreement with Respond, and the Philadelphia Youth Network, Inc. for implementation of the 2011 Summer Youth Program. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-82 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner MacFarlane to adopt Resolution #R-11:6-83, Resolution authorizing the issuance of not exceeding \$5,300,000 County agreement subordinate bonds (Series 2012) of the Camden County Municipal Utilities Authority and providing for their sale to the New Jersey Environmental Infrastructure Trust and the State of New Jersey and authorizing the execution and delivery of certain agreements in connection therewith. Commissioner MacFarlane asked if this matter had been discussed prior to which Mr. Kricun responded yes. He stated that the Board, in March 2011, authorized the Authority to apply to the New Jersey Infrastructure Trust for funding for the repair of the Primary Treatment Plant's crumbling walls due to corrosion. This resolution is the second phase of the funding process and is required for the bond closing. Commissioner Swartz asked who was funding the bonds to which Mr. Kricun replied the New Jersey Infrastructure Trust at 75% interest free and 25% market rate. There being no further question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	ABSTAIN
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-83 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Swartz to adopt Resolution #R-11:6-84, authorizing a modification to the conditions of a sanitary sewer easement in Barrington Borough. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-84 was adopted.

Mr. Kricun indicated that negotiations for change order no. 5 to PKF have not been completed. A motion was made by Commissioner Swartz and seconded by Commissioner McKernan to table Resolution #R-11:6-85, authorizing award of Change Order No. 5 to the CCMUA's contract with PKF Mark III for the sludge drying facility. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-85 was tabled.

A motion was made by Commissioner Swartz and seconded by Commissioner Burley to adopt Resolution #R-11:6-86, ratifying approval of expense vouchers as approved by the Executive Director under authorization granted by CCMUA Resolution #R-97:3-60, dated March 17, 1997. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-86 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-11:6-87 authorizing payment of \$4,493,570.55 for expenses disbursed from various trust accounts. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	ABSTAIN
"	MacFarlane	-	YES
"	McKernan	-	ABSSTAIN
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-87 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner McKernan to adopt Resolution #R-11:6-88, authorizing that the Authority holds a Closed Session Meeting to discuss litigation and personnel matters. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES

"	McKernan	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:6-88 was adopted.

The Regular Meeting was adjourned to Closed Session at 6:40pm

The Regular Meeting was called back to order at 7:10pm


PUBLIC PARTICIPATION:

None

There being no further business, Chairwoman Dixon entertained for a motion of adjournment. A motion was made by Commissioner McKernan and seconded by Commissioner Engelbert. The meeting adjourned at 7:10pm on a unanimous vote.

Minutes of this meeting were approved on 7/18/11

Respectfully Submitted,



Kim Michelini
Assistant Authority Secretary