

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JULY 18, 2011

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairwoman Dixon at 6:03 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	-	YES
"	Burley	-	ABSENT
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Swartz	-	ABSENT
"	Wu	-	YES
Chairwoman	Dixon	-	YES

STAFF PRESENT:

Andrew Kricun, P.E., Exec Dir/Chief Engineer
Laurence E. Rosoff, Solicitor
John Werner, Chief Financial Officer

Robert Cornforth, Director of O&M
Kim Michelini, Authority Secretary
Alisa Smith, Secretarial Asst.

CONSULTANTS:

Joe Pryor, Kupper
Joe Pantalone, Adams Rehmann and Heggan
Norm Rodgers, CES

Oleg Zonis, D&B/Guarino
Alan Parry, Synagro

OTHERS PRESENT:

None

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 McKernan and seconded by Commissioner Engelbert to adopt the Minutes of the Regular Meeting held on June 20, 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	Biondi	-	ABSTAIN
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System – July 2011 Report
Commissioner Wu asked for an update as to the status of the sludge dryer and biofilter projects. Mr. Kricun explained that the construction of the sludge drying facility is complete and the dryers are in the operational start-up mode. At the present time, the

contractor is accepting approximately 25% or 40-50 tons of our total 150-160 tons of sludge. Komline-Sanderson has stated that they will be taking all of our sludge by mid-August. He added that weekly progress meetings have been scheduled to ensure that the target date is maintained. The performance test will be performed once all sludge is accepted through the dryers. The Department of Community Affairs recently approved the agreement with Synagro which was approved by the Board at June's meeting.

The construction of the biofilter is complete. The biofilter will service two facilities- the liquid sludge storage tanks and the sludge storage building. The sludge storage building is connected and working well. The odor scrubbers that previously serviced this building have been demolished. There is still some construction remaining to connect the liquid sludge storage tanks to the biofilters. Once that is complete, the flow from the storage tanks will also be serviced by the biofilter. A stack test can be performed shortly thereafter.

Commissioner asked if there had been any problems in the operation process to which Mr. Kricun replied there had not been. The biofilters are currently registering odor emissions that are 10 to 100 times lower than the required limits. The biofilters will be more reliable than the older, outdated chemical odor scrubbers, thereby improving our odor performance.

Commissioner Wu asked if the CCMUA was experiencing an improvement in its odor performance. Mr. Kricun stated that while there has been only one odor complaint in the last 30 days, odor complaints, in general, have been down due to O&M's performance and the weekend odor patrols that were instituted some time ago.

- 2) **Waterfront South Rain Gardens- Update**
Mr. Kricun advised the Board that the ribbon cutting ceremony for the new rain garden park at Broadway and Chelton, the site of a former vacant/abandoned gas station, has been scheduled for 11:00am on July 26, 2011. Mayor Redd, NJDEP representatives and Freeholders Nash and Cappelli are planning on attending. Commissioner Wu indicated that he too would be attending this important event.
- 3) **US Department of Commerce requests CCMUA to host Eastern European Water Executives**
Mr. Kricun advised the Board that the U.S. Department of Commerce requested that the CCMUA be one of ten selected agencies to host the Eastern European Water Delegation during their tour of U.S. water and wastewater treatment plants. Their visit is scheduled for August 8, 2011.
- 4) **Personnel Matter**

B) Engineering:

- 1) **Award of Design Engineering Services Contracts during Atlantic Basin Interceptor Expansion**
- 2) **Authorizing the Execution of a Utility Agreement with NJDOT- In the area of Newton Lake Dam/Oaklyn Interceptor**
- 3) **Authorize a Change Order to CES for additional design work to the Atlantic Basin Interceptor Extension**

C) Legal:

D) Finance:

- 1) **Voucher Payment Resolutions - Report on Emergency Payments**
Commissioner MacFarlane noted that the budget numbers for the month were not good as many items were up. He added that utilities are up as a result of the additional costs associated with the dryers and sludge waste is high. Mr. Werner clarified that as of June we did not budget for sludge disposal since it was anticipated that the sludge dryers would have been fully operational by now. This will continue for another month or two until the sludge dryer is fully operational since we are paying the sludge dryer cost at the same time as the sludge cake disposal cost. Mr. Werner added that our maintenance and chemical costs are just about at plan year to date.

E) Operations & Maintenance:

- 1) **Sludge Hauling- Implementation of Procedural Changes**

II) INFORMATIONAL ITEMS:

A) Administration

- 1) CCMUA Organizational Chart – as of June 11, 2011
 - 2) Personnel Department Update – as of June 11, 2011
- B) Finance**
- 1) Collection Report for June 2011
 - 2) Budget Review Report for June 2011
 - 3) Cash Management Report – May 2011
 - 4) Accounts Receivable Collection & Aging Report
- C) Operations & Maintenance:**
- 1) Del. No. 1 WPCF & Winslow STP- Discharge Monitoring Report (May 2011)
 - 2) Del. No. 1 WPCF & Winslow STP- Sludge Quality Assurance Report (April 2011)
 - 3) Del. No. 1 WPCF & Winslow STP- Operations Report (May 2011)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner McKernan and seconded by Commissioner MacFarlane to adopt Resolution #R-11:7-89, authorizing the execution of an agreement between the CCMUA and Analytical Laboratory Services, Inc., for laboratory testing services in accordance with Specification #11-11. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-89 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner McKernan to adopt Resolution #R-11:7-90, authorizing the execution of an agreement between the CCMUA and Univar, USA, Inc., of Middletown, PA for sodium hydroxide liquid in accordance with Specification #11-19. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-90 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Biondi to adopt Resolution #R-11:7-91, authorizing execution of a standard utility agreement with the New Jersey Department of Transportation Involving Work in the Vicinity of the CCMUA's Oaklyn Interceptor. Commissioner McKernan asked if the \$5,000 stated was enough to complete the entire project. Mr. Kricun answered that it was not. The NJDOT is doing the work at their expense, but gives the CCMUA an allowance toward an inspector for the project. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-91 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Wu to adopt Resolution #R-11:7-92, authorizing a Shared Services Agreement by and between the County of Camden and the CCMUA for Procurement Management Services. Commissioner Engelbert asked for a brief explanation on this resolution. Mr. Kricun clarified that County representatives have spoken with Mark Lonetto, Jack Werner and him, offering the CCMUA this shared services opportunity. From the conversations, it was apparent that this was an opportunity for the Authority, not an obligation and, therefore, I have amended the agreement to reflect that, by adding that the services provided are on an as-needed basis. The CCMUA can take advantage of opportunities such as an increase in the number of bidders. The Solicitor, Jack Werner and I have recommended the approval of this agreement based on the aforementioned understanding. Commissioner Wu asked if the County would be saving money as a result of this shared service agreement. Mr. Kricun replied that the County and/or sharing agency do save money in general on shared services by pooling resources, sharing ideas, procedures, etc. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-92 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner McKernan to adopt Resolution #R-11:7-93, approving Change Order No. 3, amending the CCMUA's contract with Consulting Engineer Services for design of a portion of the Atlantic Basin Interceptor Expansion. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-93 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-11:7-94, award of contract to D&B/Guarino for design engineering services during construction of Phase 1 of the Atlantic Basin Interceptor Expansion. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-94 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-11:7-95, award of contract to Kupper Associates for design engineering services during construction of Phase 2 of the Atlantic Basin Interceptor Expansion. Commissioner Biondi asked Mr. Kricun to what he was attributing the lower, more competitive rates. Ms. Kricun stated that the Authority, due to pay-to-play regulations, has decided to RFP all matters when possible. In this case, competition is not necessarily what drove the costs since other vendors were not willing to accept another engineer's design work. Rather, the Authority was able to negotiate a fair price for the work to be performed. However, Mr. Kricun noted that these contracts did not include any contingencies for unforeseen events. Should such incidents occur, then each circumstance will be reviewed and negotiated on a fact sensitive basis. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-95 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Biondi to adopt Resolution #R-11:7-96, award of contract to Consulting Engineering Services for design engineering services during construction of Phase 3 of the Atlantic Basin Interceptor Expansion. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-96 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-11:7-97, award of contract to Adams, Rehmann & Heggan for design engineering services during construction of Phase 4 of the Atlantic Basin Interceptor Expansion. 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-97 was adopted.

A motion was made by Commissioner McFarlane and seconded by Commissioner Biondi to adopt Resolution #R-11:7-98, authorizing a time extension to the CCMUA's sludge disposal agreement with Gloucester County 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-98 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Biondi to adopt Resolution #R-11:7-99, 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-99 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner MacFarlane to adopt Resolution #R-11:7-100, authorizing payment of \$5,851,330.45 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	ABSTAIN
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-100 was adopted.

A motion was made by Commissioner McKernan and seconded by Commissioner Wu to adopt Resolution #R-11:7-101, authorizing that the Authority holds a closed session meeting to discuss legal 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	Biondi	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	McKernan	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:7-101 was adopted.

The meeting adjourned to closed session at 6:26 pm.

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A motion was made by Commissioner Engelbert and seconded by Commissioner McKernan to return to open session. There being no question on the mater, the meeting returned to open session at 6:44pm.

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 MacFarlane. The meeting adjourned at 6:44pm on a unanimous vote.

Minutes of this meeting were approved on August 15, 2011

Respectfully Submitted,



Kim Michelini
Assistant Authority Secretary