

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 17, 2011

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairwoman Dixon at 6:00 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
"	Bresch	-	YES
"	Engelbert	-	ABSENT
"	MacFarlane	-	YES
"	McKernan	-	ABSENT
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

STAFF PRESENT:

Andrew Kricun, Executive Director
Laurence E. Rosoff, Solicitor
John Werner, Chief Financial Officer

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

CONSULTANTS:

Alan Parry, Synagro
Rick Sapir, Hawkins, Delafield and Wood
Megan Felciano, Hawkins, Delafield and Wood

OTHERS PRESENT:

Marge DellaVecchia, Camden County

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 MacFarlane and seconded by Commissioner Swartz to adopt the Minutes of the Regular Meeting held on September 19, 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
"	Bresch	-	YES
"	MacFarlane	-	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 – October 2011 Report
- 2) NJ Shade Tree Award
- 3) Quarterly Progress Report

Commissioner Wu asked for an update to the status of the sludge dryers. Mr. Kricun responded that the one dryer has been operating consistently over the last five days and the second dryer was started today. The two dryers will take approximately 120 tons per day of our sludge which is about 80% of the total sludge we produce. The two dryers are capable of taking all of the sludge produced. The next step is to schedule the performance test which is anticipated to take place during November. Komline-Sanderson will want to see the dryers run consistently at full capacity for a period of time. Once this occurs, each dryer will be tested separately as well as collectively in tandem.

Commissioner Wu noted that the performance test was delayed another month from October to November. Mr. Kricun replied that while the performance test has been delayed, the CCMUA will receive the benefit of the project- elimination of odors and sludge disposal costs. The performance is a contract milestone to ensure that the dryers are capable of running consistently and that we've accepted the dryers.

Commissioner Wu asked how this delay affects the project to which Mr. Kricun responded that any issues regarding the missed deadlines will be settled up at the end of the project. Komline-Sanderson has been diligent and speedy in modifying and/or repairing the equipment at its own expense. It is not in the CCMUA's best interest to rush Komline-Sanderson along. The matter of settling up will be resolved after the performance test.

B) Engineering:

- 1) Authorize a Change Order to Neri's Construction for the demolition of the Ancora Sewage Treatment Plant
- 2) Authorize a Change Order to Komline-Sanderson for operation of the sludge drying facility via sub-contractor
- 3) Finalization of Solar Panel Installation Agreement
- 4) Agreement with Neri's Construction for the Baldwin's Run site remediation
- 5) Administrative Consent Agreement with NJDEP for the Atlantic Basin Interceptor

C) Legal:

D) Operations & Maintenance:

E) Finance:

- 1) Voucher Payment Resolutions - Report on Emergency Payments
Commissioner MacFarlane stated that he noted that we were below budget for this month and that sludge and waste numbers have been adjusted in light of the sludge dryers becoming operational. It is hoped that the project is completed soon so that the CCMUA may realize the benefits of this significant capital improvement. Mr. Werner agreed.

Commissioner Wu noted that it appeared that the Collection report shows that we have collected less this year as compared to last year and asked for a reason. Mr. Werner commented that our collection percentage is actually a little better than last year, however it is best to wait until closer to the end of the year as the collection numbers could be negatively impacted by the poor economy. In addition, Mr. Werner added that one of the larger towns in Camden County changed the timing of its tax sale to later in the year, so those monies have not yet been collected. We will have a better handle on how the actual numbers compare to what was budgeted once those numbers are in.

- 2) Request for an Extension in filing the 2012 Budget
Mr. Kricun noted that the CCMUA requested an extension for filing the Budget which will be presented to the Board at its November 21st Board meeting.

II) INFORMATIONAL ITEMS:

A) Administration

- 1) CCMUA Organizational Chart – as of October 7, 2011
- 2) Personnel Department Update – as of October 7, 2011

B) Finance

- 1) Collection Report for September 2011
- 2) Budget Review Report for September 2011
- 3) Cash Management Report – August 2011

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #11:10-131, authorizing the execution of an agreement between the CCMUA and ITT Water and Wastewater, USA, Inc of Malvern, PA for parts for ITT Allis Chalmers Pumps in accordance with Specification #11-21. Commissioner MacFarlane noted that there was only one bid received and it was explained by Mr. Cornforth that this bidder is the manufacturer's representative for our area. Last year, the CCMUA did award to an after-market vendor at substantially less cost. However, it was found that those parts were not compatible so we did not use them. Mr. Cornforth added that this explanation applies to the next resolution as well. Commissioner Swartz asked if this was a two year contract and Mr. Cornforth replied that it was a two year contract which is the maximum allowed. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-131 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #11:10-132, authorizing the execution of an agreement between the CCMUA and J.T. Seely and Company, Inc of Valley Forge, PA for parts for Fairbanks Morse Pumps in accordance with Specification #11-22. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-132 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #11:10-133, authorizing an award of contract for Fire Suppression System inspection, testing and maintenance through the Camden County Cooperative Pricing System (Camden County Bid A-38). Chairwoman Dixon asked for an explanation as to what is involved in the testing of the sprinkler system. Mr. Cornforth responded that the testing must be done by a licensed contractor according to the Department of Community Affairs. The contractor tests the equipment to ensure that it is working at the levels intended. For instance, if a fire pump is rated to pump at 2000 gallons per minute, the contract will test to ensure that this is the case. Inspections are required once a year by code. The halon fire systems used for the computer departments are tested twice per year. Finally, fire extinguishers are inspected by a licensed contractor. This contract will cover all inspection of fire suppression systems at our pump stations, main plant and administration building. In addition, this contract will cover any necessary repairs to the equipment. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-133 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Wu to adopt Resolution #11:10-134, authorizing a change order to the Ancora Sewage Treatment Plant Demolition contract with Neri's Construction. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-132 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #11:10-135, authorizing execution of Change Order #7 to the CCMUA's contract with Komline-Sanderson for operation of the sludge drying facility via sub-contractor. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-135 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Burley to adopt Resolution #11:10-136, authorizing the execution of an agreement between the CCMUA and Quaker City Chemical of Philadelphia, PA for the supply and delivery of ethylene glycol in accordance with Specification #11-23. Commissioner MacFarlane commented that Univar did not submit a bid on this specification. Mr. Cornforth clarified that Univar responded by email that they would not be submitting a bid as they could not compete with the current vendor's price. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-136 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #11:10-137, authorizing agreements pertaining to easements. Chairwoman Dixon asked if this easement was located near the Cooperstown development to which Mr. Kricun responded that it was. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-137 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #11:10-138, authorizing execution of a Power Purchase Agreement with Camden Solar Group for provision of solar power energy at the Delaware No. 1 WPCF. 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	Bresch	-	ABSTAIN
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES

"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-138 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to table Resolution #11:10-139, authorizing settlement, until after the closed session. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-139 was tabled until after the closed session.

Upon return from closed session, a motion was made by Commissioner Burley and seconded by Commissioner MacFarlane to adopt Resolution #11:10-139, authorizing settlement. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	ABSTAIN
"	Wu	-	ABSTAIN
Chairwoman	Dixon	-	YES

Resolution #R-11:10-139 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #11:10-140, authorizing award of the Baldwin's Run Site Remediation contract to Neri's Construction. Commissioner MacFarlane asked if Neri's construction was a new vendor to the Authority to which Mr. Kricun replied that they were not new to the CCMUA. Neri's is the contractor for the Ancora Sewage Treatment Plant demolition and they have been a good contractor to deal with. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-140 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #11:10-141, authorizing increase in Public Bidding Threshold. Chairwoman Dixon asked for the current bidding threshold. Mr. Kricun clarified that the threshold is currently \$17,500 but will increase to \$36,000 because of shared services agreement with the County wherein the CCMUA adopted the use of the County's qualified Purchasing Agent. 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-141 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #11:10-142, 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-142 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #11:10-143, authorizing payment of \$3,325,120.36 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-143 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #11:10-144, authorizing that the Authority hold 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	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-11:10-144 was adopted.

The meeting adjourned to closed session at 6:25pm.


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A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to return to open session. All Commissioners replied "aye" in favor. There being no further question on the matter, the meeting returned to open session at 6:45pm.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairwoman Dixon entertained for a motion of adjournment. A motion was made by Commissioner Burley and seconded by Commissioner MacFarlane. The meeting adjourned at 6:45pm on a unanimous vote.

Minutes of this meeting
were approved on: Nov. 21, 2011

Respectfully Submitted,



Kim Michelini
Authority Secretary