

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JULY 16, 2012

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	-	YES
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	ABSENT
"	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
Robert Serpente, D&B/Guarino

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 1, 2012 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 Biondi to adopt the Minutes of the Regular Meeting held on June 18, 2012. 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	-	YES
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	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 – July 2012 Report
Commissioner Wu stated that he had several comments regarding this report. First, he indicated that it was great news that there were no odor events during the last 30 days especially given the high heat and humidity. This is a true indication of our commitment

to zero odor events as well as the success of the dryers. It is through our efforts that we have realized a reduction in both odor events and hauling costs. Commissioner Wu asked how many dryers are in use at the present time to which Mr. Kricun responded that there are two dryers running at their design level of 73 tons/day. If we exceed 146 tons/day, the third dryer is put into use. Commissioner Wu asked for an update as to the performance test. Mr. Kricun indicated that he met with Komline, Synagro and Bob Cornforth last week where the parties agreed on the list of outstanding items that need to be completed before the performance test, such as the de-lumping equipment on the third dryer. Komline has indicated that this should be finished by the end of July which means that Komline would then be ready for the performance test. However, the bar screens are currently out of service while the PTF Channel Repair project is underway and are expected to remain out of service through August. Mr. Kricun added that scheduling the performance test while the bar screens are out of service is not the most opportune time to conduct the performance test since the purpose of the bar screens is to capture the extra material, grit and scum coming into the plant. Therefore, the performance test is likely to take place during early September (after Labor Day), after the bar screens are back in service.

Commissioner Wu asked about the transfer of the ownership of the equipment. Mr. Kricun explained that there are approximately 30 outstanding items, of which only seven or eight are performance related items. The remaining items are to be addressed before the CCMUA takes ownership of the dryers. Currently, Komline has agreed to pay the sludge hauling and the operation and maintenance costs (approx \$160,000/month) for the dryers and they will continue to do so until we accept the dryers. Once the dryers pass the performance test, the CCMUA will release Komline from the performance bond. It is anticipated that Komline will have completed all outstanding items shortly thereafter the performance test.

Commissioner Wu asked how many strain presses are in use at this time. Mr. Kricun responded that there are two rental strain presses currently in use. Ideally, the CCMUA will purchase four strain presses- two for use at all times, one for peak usage and one for standby. They cost about \$120,000/press or \$480,000. There will be additional costs to install (piping, material, etc) the presses so it is anticipated that the total cost for all four presses will be in the neighborhood of \$1.2 million, some of which Komline will be responsible for. We have met and conceptually we agreed upon the framework of the agreement and will have to work out the final numbers. Komline has been agreeable and has strived to do all that they can to successfully complete the project.

Commissioner Bresch asked why were planning on completing the performance press with the temporary strain presses to which Mr. Kricun responded that it will take approximately 6-9 months for the permanent presses to be installed. Commissioner Bresch then asked if there would be any negative impact in completing the performance test with the temporary presses in place to which Mr. Kricun responded that there should not be since the permanent presses are the same model as the temporary ones. We will consider this and other factors, such as location of the permanent presses, number of presses, etc into consideration. However, we believe that the other variables will work to the benefit of the permanent presses and the CCMUA.

- 2) NJDEP Green Jobs Program- July 9, 2012 Graduation
Commissioner Swartz thanked Mr. Kricun for his dedication and leadership in obtaining the USEPA grant for the Green Jobs Program. Mr. Kricun was not only instrumental in writing the grant but also in writing the curriculum for the program. Camden County was the first to receive the grant in New Jersey. The Workforce Investment Board partnered with Camden County College in providing the necessary training for the students to become certified. There were approximately 15 graduates of the program and two or three have gotten jobs as a result of the program. Chairwoman Dixon asked how long the program lasted to which Mr. Kricun replied it is on-going. There will be three rounds of training, where the training periods last approximately 6-8 weeks. Participants who complete the course receive a nationally recognized certificate to ensure that applicants have credentials that are transferrable. The USEPA representative present at the graduation ceremony had nothing but high praise for both Mr. Kricun and the CCMUA.

Commissioner Burley asked if there were any requirements for participating in this program. Mr. Kricun stated that since the grant is for environmentally and economically distressed areas, the only requirements are that the applicant be a Camden City resident and that the applicant have completed 8th grade. Commissioner Wu added that programs like this are a win-win; they help the residents obtain training, boost the economy and help the environment.

- 3) Solar Panel Project- Final Commissioning Date- June 15, 2012
 Commissioner Wu commented that with the successful completion of the solar panel project, the CCMUA is moving in the right direction. Mr. Kricun added that the contractor will install a computer screen will be stationed in the lobby showing the amount of carbon dioxide avoided and trees saved by the energy generated from the solar panel. Commissioner Wu asked for an update on the Green Energy RFP. Mr. Kricun replied that the green energy RFP has been postponed until August 24th as it has been decided that the best course of action will be to bifurcate the RFP; one for sludge digestion only and the other for all other types of green energy (biogas, solar panels, wind, geothermal, etc). The Department of Community Affairs has advised the CCMUA that is it not appropriate to have sludge digestion under a power purchase agreement; rather it should be treated like the contract we negotiated with Synagro under the Public-Private partnership Act.

B) Engineering:

- 1) Authorizing Award of the Camden CSO, Phase B, Project to Montana Construction
- 2) Issuance of a Change Order to Purchase Spare Parts

C) Legal:

D) Operations & Maintenance:

E) Finance:

- 1) Voucher Payment Resolutions - Report on Emergency Payments

II) INFORMATIONAL ITEMS:

A) Administration

- 1) CCMUA Organizational Chart – as of July 9, 2012

B) Finance

- 1) Collections Report for June 2012
- 2) Budget Review Report for June 2012
- 3) Cash Management Report – May 2012
- 4) Accounts Receivable Collection & Aging Report

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF & Winslow STP- Discharge Monitoring Report (May 2012)
- 2) Del. No. 1 WPCF & Winslow STP- Sludge Quality Assurance Report (Apr 2012)
- 3) Del. No. 1 WPCF & Winslow STP- Operations Report (May 2012)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:7-101, authorizing the execution of an agreement between the CCMUA and Kilcoyne Equipment Services, Inc., of Gibbsboro, New Jersey for the furnishing of emergency repair service for stationary and portable generator power units located at the Authority's locations throughout Camden County, New Jersey in accordance with Specification #12-11. Commissioner Bresch noted that these appeared to be a discrepancy in the hourly rate stated on the bid tabulation for year 2 versus that of the resolution. Mr. Cornforth clarified that the bid tabulation was incorrect. The bid form submitted by the vendor shows the correct amount of \$69 and therefore, the resolution is correct. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-101 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:7-102, authorizing the execution of an agreement between the CCMUA and New Jersey Overhead Door of Manalapan, New Jersey for overhead and garage door maintenance and repair in accordance with Specification # 12-17. Commissioner Bresch noted that each vendor quoted a rate for ironworker or carpenter and since their rates vary significantly, there is a significant difference in the total bid amounts received. Mr. Cornforth responded that for the most part, this contract is used for maintenance and repair of overhead doors. He added that he was unsure of which class of work this fell under – ironworker or carpenter and that prevailing wages only kick in if the work exceeds \$2,000 in labor costs per job. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-102 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Biondi to adopt Resolution #R-12:7-103, granting Electrical Utility Easement on Block 3003, Lot 1.01, Winslow Township, New Jersey. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-103 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Burley to adopt Resolution #R-12:7-104, authorizing a Change Order to purchase spare parts for the sludge drying facilities from Komline Sanderson. Commissioner Biondi asked why a change order was needed to order spare parts. Mr. Kricun responded that we could have entered into a separate contract with Komline for the provision of one year's worth of spare parts. However, since we already have an existing contract with Komline, it was easier to amend the current contract to include the provision of spare parts. Commissioner Biondi noted that by doing so, we are not going out to bid for the spare parts to which Mr. Kricun agreed, further noting that Komline is the supplier of the dryer and they will be supplying the spare parts for their equipment only. By further explanation, Mr. Kricun added that if we had bid this out to a general contractor, we would have had to pay a contractor's markup which would have increased the cost by 20% as compared to buying the parts directly from the manufacturer. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-104 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:7-105, authorizing award of the Camden CSO, Phase B, Project to Montana Construction. Mr. Kricun noted for the record that the award of this contract marks the end of a long but successful outcome. This project was bid in 2010, and the low bid was \$31 million dollars which the Board rejected since it was well over the \$10 million budgeted for the project. The NJDEP approved an alternative design which resulted in a \$24 million savings to the CCMUA. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-105 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:7-106, ratifying approval of expense vouchers as approved by the Executive Director under authorization granted by the 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-106 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:7-107, authorizing payment of \$6,064,231.96 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-107 was adopted.

Mr. Kricun advised the Board that Jack Werner, our Chief Financial Officer, recently advised me that he is retiring effective August 1, 2012. Mr. Kricun stated that we appreciate and commend Mr. Werner for his many years of dedication to public service. Chairwoman Dixon suggested that a resolution be added to the agenda recognizing and commending Mr. Werner. Therefore, a motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:7-108, commending John F. Werner. The resolution was read into the record: **WHEREAS**, John F. Werner was first employed with the Camden County Municipal Utilities Authority on July 27, 1987; and **WHEREAS**, he has served as Chief Financial Officer since that time with distinction and commendable dedication to public service; and **WHEREAS**, the present Commissioners of the CCMUA wish to officially recognize John F. Werner's many years of dedicated service and great leadership in achieving sound financial stability for the Camden County Municipal Utilities Authority. **NOW, THEREFORE, BE IT RESOLVED**, by the Camden County Municipal Utilities Authority and the members thereof that John F. Werner is hereby recognized and applauded not only for the dedication to public service he displayed during his term as Chief Financial Officer of the Camden County Municipal Utilities Authority, but also for the professional manner in which he conducted himself. Chairwoman Dixon thanked Mr. Werner for his dedication and professionalism in the many years not only that that they have worked together, but that he has brought to his department and staff. She wished him the best in retirement. Mr. Werner thanked the Chairwoman for her leadership and noted that the many challenges the CCMUA faced over the years has only made the CCMUA a better organization. Mr. Werner also thanked the current and former Executive Directors, Andrew Kricun and Herman Engelbert, for their help and leadership over the years. Mr. Werner also mentioned that he appreciated the knowledge, hard work and dedication of two staff members in particular- Wayne Planamento and Doug Burns. Mr. Kricun commented that the achievements of the Authority are in large part due to the work that you and your staff have done over the years. Under your direction, we have been able to

improve the Authority's performance, pay for the improvements, hold rates for 16 years (which are lower than they were in 1996) and have audit results that show no findings. You are leaving the CCMUA in a sound financial status and we congratulate you on your retirement. 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:7-108 was adopted.

Mr. Kricun noted that the CCMUA's Code Book states that the Executive Director can appoint the Chief Financial Officer. I have discussed the matter with the Personnel Committee and Officers of the Board and they agreed with my recommendation to appoint our current Comptroller, Wayne Planamento, to the position of Chief Financial Officer effective July 30, 2012. The Authority recently hired an Assistant Comptroller and, therefore, will not need to fill any further positions at this time.

PUBLIC PARTICIPATION:

None

There being no further business, Chairwoman Dixon adjourned the meeting at 6:32pm.

Minutes of this meeting were approved on Aug 20, 2012

Respectfully Submitted,



Kim Michelini
Authority Secretary