

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the November 19, 2012 Regular Meeting of the Camden County Municipal Utilities Authority. It is anticipated that these minutes will be adopted by the CCMUA's Board of Commissioners at the December 17, 2012 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 19, 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/Chief Engineer
Laurence E. Rosoff, Solicitor
Wayne Planamento, Chief Financial Officer

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

CONSULTANTS:

Christopher Komline, Komline Sanderson
George Fraunfelder, Komline Sanderson
Jerry Devose, Komline Sanderson
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 Biondi and seconded by Commissioner Engelbert to adopt the Minutes of the Regular Meeting held on October 15, 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	-	ABSTAIN
"	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 – November 2012 Report
Commissioner Wu commented that there have been no odor complaints since August 2011 which indicates that the sludge dryers appear to be working properly. Mr. Kricun agreed

that while the dryers are taking most, but not all, of the sludge produced, we have not had any odor complaints in the last several months.

- 2) Hurricane Sandy Relief
- 3) Collective Bargaining Agreement- UFCW, Local 1360 NSEA

B) Engineering:

- 1) Bond Resolutions Miscellaneous Capital Projects
- 2) Settlement Agreement with Komline Sanderson for the Sludge Drying Facility

C) Legal:

D) Operations & Maintenance:

- 1) Hurricane Sandy- CCMUA Operations & Maintenance Report
Commissioner Biondi asked Mr. Cornforth if we were able to handle all of the additional water from Hurricane Sandy. Mr. Cornforth responded that the reports show that we did not receive as much flow as anticipated. It is believed that one reason for this is that large parts of Camden were without power which means that they were unable to pump the flow to us. There were other municipalities that were facing the same problems with power outages. Mr. Cornforth noted that the tide level was higher than any of us remembered as it rose above the bulkhead. The water did not reach any of our equipment as it stopped at our fence line. Our flow during this time was less than 100 million gallons even though the tide was extremely high. Commissioner Biondi asked if all the dams in the area held to which Mr. Cornforth responded that they had as far as he knew.

Mr.Kricun commended Mr.Cornforth and the O&M staff for doing a great job during Hurricane Sandy. The staff was not only well prepared for the storm, but also went the extra step by helping other agencies after the storm including the County Board of Elections and Cape May MUA.

Mr. Kricun noted that Passaic Valley in Newark is having difficulties in fully treating their sewage. If needed, we were willing to help them by allowing them access to our spare capacity explaining that they would need to transport their sludge to our plant.

E) Finance:

- 1) Voucher Payment Resolutions - Report on Emergency Payments

II) INFORMATIONAL ITEMS:

A) Administration:

- 1) CCMUA Organizational Chart – as of November 1, 2012

B) Finance:

- 1) Collections Report for October 2012
- 2) Budget Review Report for October 2012
- 3) Cash Management Report – September 2012

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner Biondi and seconded by Commissioner Burley to adopt Resolution #R-12:11-142, authorizing the execution of an agreement between the CCMUA and Mid-Atlantic Pump and Equipment Company of Berlin, New Jersey for the supply and delivery of parts for Yeoman Chicago Pumps in accordance with Specification #12-23. Commissioner Biondi noted that there was one bidder. Mr. Cornforth explained that Mid-Atlantic Pump and Equipment is the authorized distributor of these pumps for the Tri-State area. He added that while the award amount is approximately \$600,000, we have only spent a total of \$30,000

over the past two years. Commissioner Biondi asked how this contract award affects the budget. Mr. Planamento noted that when putting together the budget, we use the actual cost based on past experience. 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-12:11-142 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:11-143, authorizing the execution of an agreement between the CCMUA and Bilo Industries of Deer Park, NY for the supply and delivery of ethylene glycol in accordance with Specification #12-27. Commissioner Biondi noted that two of the bidders did not complete their bid and asked if we knew the reason why. Mr. Cornforth responded that we allowed bidders to submit a one or a two year bid price. Most vendors do not submit prices for the second year due to the volatility of the market. Since Bilo Industries submitted a two year price and the second year price they submitted was less than the price submitted by the second low bidder for one year, it was decided to lock in the price and enter into a two year contract. Mr. Kricun noted for the record that the bids submitted by the other vendors were actually complete also, however, they chose to bid only the first year. 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-12:11-143 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:11-144, authorizing the execution of an agreement between the CCMUA and Sunair Company of Willow Grove, Pennsylvania for the supply and delivery of Sunflo Blower, Model #B320-D900H, Equivalent to Serial #81164319, frame mounted, less motor in accordance with request for quote #2012-Q2. Commissioner Biondi again noted that there was only one bidder. Mr. Cornforth noted that this is to replace an existing blower in the sludge dryer building. There are two identical blowers; one we were able to repair. We elected to order a spare blower since the equipment is 20+ years old. In addition, since the price was known to be \$18,000 which is above the quote limit. Since it is also below the bid threshold, we went out for a Request for Quotes (RFQ). The only manufacturer that can supply the blower is the original supplier. Mr. Kricun added that this blower is located in the original compost building which has since been converted for the sludge dryers. The blower was idle for a number of years and it is unclear how long the repairs will hold. Commissioner Wu asked if this was a sole source type of situation to which Mr. Cornforth replied that yes it essentially is. 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-12:11-144 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Biondi to adopt Resolution #R-12:11-145, authorizing application for Federal and State Storm Emergency Reimbursement Funds. 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-12:11-145 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:11-146, authorizing entering into a Shared Services Agreement between the Camden County Municipal Utilities Authority and the Camden City Parking 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
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:11-146 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:11-147, authorizing Shared Services Agreement with the County of Camden for County Wide Household Hazardous Waste Collection Days during 2012. Commissioner Biondi asked what other agencies give to this program. Mr. Kricun replied that he is not aware of any others however, the rationale is that hazardous waste can enter the stream or sewer so it makes sense for the CCMUA to contribute to this program, to prevent that from happening. Commissioner Engelbert noted that the CCMUA was the originator of this program which began many years ago. The collections took place twice a year at the Main Plant. The County saw how effective the program was and took it over and expanded it. 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-12:11-147 was adopted.

Mr. Kricun asked that the Board consider a motion to table this resolution because our Chief Financial Officer, Wayne Planamento and our Budget Officer, Scott Schrieber and I had a conference call with the DCA earlier today. There is still one issue outstanding that needs to be resolved which involves the issue of payment schedule to the County for the Road Indemnification agreement. The County asked that we modify the schedule from \$2 million this year and \$1 million next, to \$3 million this year. We agreed to the modified schedule, however, the DCA is requesting a separate stand-alone resolution modifying the payment schedule before they approve the budget. Therefore, Resolution #161, modifying the payment schedule, has been added to the end of the agenda. The DCA Approved budget will be presented to the Board at the December board meeting. A motion was made by Commissioner Engelbert and seconded by Commissioner Biondi to table Resolution #R-12:11-148, approving the Authority's 2013 Budget (Second Reading). 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-12:11-148 was tabled.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-12:11-149, authorizing a contract with Flexible Benefit Administrators to administer a Flexible Benefit Account. Commissioner Biondi asked for clarification on a Flexible Spending Account. Ms. Michelini explained that a flexible spending account is a program by which an employee contributes money through payroll deductions which can be used on medical expenses such as health and prescription co-pays. Chairwoman Dixon added that it is a pre-tax benefit for employees who do not meet the 7.5% gross salary limitation on their tax return. This is a way for employees to use money from their paycheck on a pre-tax basis so that they have the benefit of a reduced income for spending on dependant care or medical expenses. 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-12:11-149 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:11-150, authorizing Shared Services Agreement with County of Camden for Snow Removal Services. 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-12:11-150 was adopted.

Mr. Kricun stated that he would like to discuss this resolution in closed session and requested that action be delayed until after the closed session. After closed session, a motion was made by Commissioner Engelbert and seconded by Commissioner Biondi to table Resolution #R-12:11-151, resolution of the Camden County Municipal Utilities Authority making application to the Local Finance Board pursuant to N.J.S.A. 40A: 5a-6 AND 58:11B-9(a). 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-12:11-151 was tabled.

A motion was made by Commissioner Biondi and seconded by Commissioner Swartz to adopt Resolution #R-12:11-152, authorizing execution of the Collective Bargaining Agreement between the CCMUA and Local 1360 of the United Food and Commercial Workers Union, NSEA. 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	-	ABSTAIN
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:11-152 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Burley to adopt Resolution #R-12:11-153, approving agreement regarding Connection Fee. Mr. Kricun explained that there are two agreements for consideration with one contractor, Conifer, for two different developments one in Lawnside and one in Gloucester Township. The agreements are regarding their request for a 50% discount in connection fees as required by a new State statute for non-profits to build affordable housing. Commissioner Biondi asked if we had done this before, to which Mr. Kricun replied that we have. However, it is a relatively new statute and it occurred to him that we should have an agreement to solidify their commitment to non-profit status for affordable housing. We didn't necessarily track it afterwards so the thought is to have them enter into an agreement that would commit them to their representation that they not only are they a non-profit agency who is building affordable housing but are remaining as such. 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-12:11-153 was adopted.

Mr. Kricun stated that he would like to discuss this resolution in closed session and requested that action be delayed until after the closed session. Mr. Kricun stated that he would like to discuss this resolution in closed session and requested that action be delayed until after the closed session. After closed session, a motion was made by Commissioner Burley and seconded by Commissioner Biondi to table Resolution #R-12:11-154, resolution of the Camden County Municipal Utilities Authority making application to the Local Finance Board pursuant to N.J.S.A. 40A:5a-6. 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-12:11-154 was tabled.

A motion was made by Commissioner Engelbert and seconded by Commissioner Biondi to adopt Resolution #R-12:11-155, authorizing execution of retainage agreement with Clyde Lattimer and Sons. Commissioner Biondi asked if this is a new type of agreement. Mr. Kricun replied that it is new to this Board, however, it is not new to the Authority. It is a fairly common practice with larger construction projects. The contractor asks to supply a bond in lieu of our holding 20% retainage from their payments. Commissioner Biondi asked, if there is a cash flow issue with the contractor, how will that affect us? Mr. Kricun replied that we have the performance bond too. If Lattimer defaults, we have the ability to call their bond and be made whole. The retainage agreement is for an additional 2% of the total cost of the job. Most contractors don't do this because at the end of the day, they lose money since they have to pay a fee for the retainage bond. Here Lattimer is choosing to pay the cost of the bond in exchange for the benefit of having the 2% retainage paid earlier. 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
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"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:11-155 was adopted.

Mr. Kricun stated that he would like to discuss this resolution in closed session and requested that action be delayed until after the closed session. After the closed session, a motion was made by Commissioner Engelbert and seconded by Commissioner Biondi to adopt Resolution #R-12:11-156, authorizing execution of a settlement agreement with Komline Sanderson regarding the Sludge Drying Facility Procurement Contract. 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-12:11-156 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Burley to adopt Resolution #R-12:11-157, adopting Camden County's Sick Time Sell Back Policy for Non-Bargaining Employees. 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	-	ABSTAIN
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:11-157 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:11-158, 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-12:11-158 was adopted.

A motion was made by Commissioner Biondi and seconded by Commissioner Engelbert to adopt Resolution #R-12:11-159, authorizing payment of \$6,987,531.62 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-12:11-159 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Biondi to adopt Resolution #R-12:11-160, 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	Biondi	-	YES
"	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairwoman	Dixon	-	YES

Resolution #R-12:11-160 was adopted.

After the closed session, a motion was made by Commissioner Biondi and seconded by Commissioner Burley to adopt Resolution #R-12:11-161, modifying a payment schedule for the Camden County – CCMUA Road Indemnification Agreement for the Atlantic Basin Interceptor. Mr. Kricun explained that he spoke with DCA regarding the budget. They were requiring that the change in payment schedule be formally modified by resolution since the County requested, and the CCMUA agreed, to combine 2013 and 2014's payments into one payment by year end of 2013. Once the DCA approves the budget, it will be added to the December agenda. 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-12:11-161 was adopted.

Adjourned to Closed Session at 6:30pm
 Returned from Closed Session at 7:14pm.

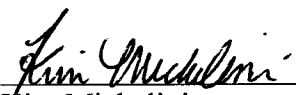
PUBLIC PARTICIPATION:

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 Engelbert. All Commissioners responded "aye" and the meeting adjourned at 7:15pm.

Minutes of this meeting were approved on December 17, 2012

Respectfully Submitted,



 Kim Michelini
 Authority Secretary