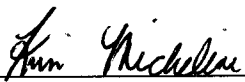


CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the April 15, 2013 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 May 20, 2013 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING HELD ON APRIL 15, 2013

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	Bresch	-	YES
"	Burley	-	YES
"	Dixon	-	ABSENT
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

STAFF PRESENT:

Andrew Kricun, Executive Director
 Laurence E. Rosoff, Solicitor
 Wayne Planamento, Chief Financial Officer
 Robert Cornforth, Director of O&M

Kim Michelini, Authority Secretary
 Alisa Smith, Secretarial Assistant

CONSULTANTS:

Robert Serpente, D&B/Guarino

OTHERS PRESENT:

Marge DellaVecchia, Camden County

Chairman Brennan 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 13, 2013 as set forth in its annual schedule of meetings, in compliance with the Open Public Meetings Law.

OATH OF OFFICE:

Mr. Rosoff administered the oath of office to new Commissioner, Jonathan Young, Sr. Chairman Brennan welcomed Mr. Young to the CCMUA Board.

ADOPTION OF MINUTES:

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt the Minutes of the Regular Meeting held on March 18, 2013. There being no question on the motion, a roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	ABSTAIN
Chairman	Brennan	-	YES

The motion was carried.

PUBLIC HEARING

Mr. Kricun opened the Public Hearing by explaining that the purpose of the Hearing is for the annual increase in the Connection Fee. In March 2013, the Board adopted a resolution authorizing a revision in the connection fee in accordance with the State Statute which sets forth the calculation to be made. The CCMUA has two options, charge nothing or charge the amount as calculated which is based on the amount of debt service paid by the CCMUA since the beginning of the connection fee process in 1991. The idea is to require new connections to achieve equity in paying toward the debt service through the sewer user rate. The connection fee this year is calculated to be \$4,883 per year which is up by \$230 from last year's fee of \$4,653. The public hearing was advertised and no public comment was received. The hearing was opened for public comment. Chairman Brennan noted for the record that there was no public present to comment on Resolution #R-13:4-58 and the public portion of the meeting was closed. A motion was made by Commissioner Engelbert and seconded by Commissioner Swartz to adopt Resolution #R-13:4-58, 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	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	ABSTAIN
Chairman	Brennan	-	YES

Resolution #R-13:4-58 was adopted.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kricun advised the Board that he received a call from Freeholder Nash's office today. The Freeholders plan on issuing a proclamation to Doreen Dixon for her 14 years as CCMUA Chairwoman at its Thursday, April 18th Freeholder meeting in Collingswood. All Commissioners are invited to attend. Chairman Brennan asked that an email reminder be sent to the Board members.

Chairman Brennan noted that an email was sent to all Board members advising them of their committee assignments and that he was open to suggestions for reassignment should any commissioner feel strongly about it. In addition, he noted that the Engineering/Project Committee will take over responsibility of reviewing all change orders so that they will be evaluated by the Commissioners, staff and consultants and that Ms. DellaVecchia, Deputy County Administrator for Camden County, has assured the CCMUA that the County will lend their professional assistance as needed for review of change orders. Chairman Brennan further added that there is a resolution on the agenda authorizing the CCMUA to adopt the County's RFP process. This will ensure that the CCMUA and the County are totally in sync in the manner in which they handle RFP's.

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System – April 2013 Report
 Commissioner Wu asked what operational changes were made that resulted in the improvements to the dryers. Mr. Kricun explained that each of the three dryers are guaranteed to provide 73 wet tons per day for a total of 219 tons/day. The dryers were taking approximately 120 to 130 tons per day from June through October or November 2012, which was short of the guarantee and therefore, resulted in the CCMUA and Komline entering into an interim settlement agreement in November which called for them to upgrade the dryers by purchasing four strain presses. Komline would pay for two of them and the CCMUA would pay for the other two. Those strain presses are in fabrication at this time. There was no expectation that the dryers would meet the 219 tons/day until the permanent strain presses were installed. However, the tonnage dropped significantly from the 130 tons/day to 60-70 tons/day. After regular meetings with the manufacturer, Komline-Sanderson, the contractor operator, Synagro, our O&M staff and the design engineer, D&B/Guarino, the following changes were made: 1) modify the liquid sludge storage tanks sequencing so that more if not all of the fiber would filter through the strain presses first as opposed to not being strained at all; 2) the CCMUA took over operation of the strain presses. These two changes brought the production up to 80-90 tons and over the weekend it reached 120 tons. However, one of the three dryers, separate from the operational issues, failed completely in that the shaft was cracked and leaking oil. It was taken out of service for repairs. The third dryer was returned to service causing the tonnage to increase back to the 120 tons. Unfortunately, the third dryer was taken out of service again today because another oil leak was found.

It was discovered at the meeting held last week that Synagro was shutting off the dryers more than necessary because there is no incentive at this time for them to put as much through the dryers as possible since their contract has not yet begun. This will change once the dryers are accepted and our contract with Synagro is formally enacted. Synagro has been directed to run the dryers longer and only shut them off if absolutely necessary. This change should hopefully bring additional improvement to the output of the dryers.

Chairman Brennan and Commissioner Wu expressed their concerns that the dryers are new and yet already experiencing such mechanical and operational problems. Mr. Kricun agreed noting that he and Mr. Cornforth discussed the problems with the shaft and agreed that the shaft must be replaced before the dryers can be accepted. He added that the dryers are working, but insufficiently. The CCMUA has a 100% performance guarantee. Komline must replace the shaft since the repairs did not hold. Once the third dryer is back up and running, it is anticipated that the three dryers will process the 120-130 tons it had been previously last fall. This is still short of the guarantee however, the installation of the permanent strain presses are intended to increase the throughput to meet the performance guarantee level of 219 tons. If not, we will have to call the bond.

Chairman Brennan suggested that any further discussion on this matter be held in closed session.

- 2) Request for Proposals for the Annual Bond Counsel Contract
- 3) Request for Proposals for the Annual Financial Advisor Contract
- 4) Phoenix Park Project- EPA provides funding to design the restoration of shoreline

B) Engineering:

- 1) Request for Proposals for the Annual General Engineering Contract for the Wastewater Treatment Plant
- 2) Request for Proposals for the Annual General Engineering Contract for the Regional Sewer System

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 April 1, 2013

B) Finance

Chairman Brennan asked for a status report on the use of local banks. Mr. Planamento responded that we have researched the matter and had discussions with bank representatives. However, it would appear that they want more information and that they think that an RFP would be appropriate. Chairman Brennan responded that he wanted the staff to go out and meet with local bank representatives to determine what they have available to offer the CCMUA. It may be that it is inadequate for our needs but to the extent that we can help the local economy, I want to try to do that. To the same extent, if there are purveyors of anything else, let's try to support the local economy. It is understood that in instances it will not be possible, but let's find out. Mr. Kricun added that the staff did reach out and speak to bank representatives. The feedback we received is that there are services that they can provide, however, the Board appointed other banks via resolutions adopted in February 2013 to provide these services and there isn't any additional services that the CCMUA needs beyond what has been approved. Chairman Brennan responded that this matter can be revisited if it is determined that other local banks can provide services.

- 1) Collections Report for March 2013
- 2) Budget Review Report for March 2013

Commissioner MacFarlane noted that the sludge and waste numbers are close to plan. He asked Mr. Cornforth if there is any backlog in storage that would affect this number. Mr. Cornforth responded that since last meeting, the amount of sludge in the storage building is down from 2000 tons to approximately 1000 tons noting that not only is Atlantic County's incinerator is back up and in operation, but that they are going through their emissions testing and is taking more than usual. Mr. Kricun added that the dryers have been taking more sludge lately which helps in this regard. Commissioner MacFarlane asked how many shifts the dryers were operating to which Mr. Cornforth replied that they operate

continuously, however, they only draw sludge for 18-20 hours. The dryers are in bake out mode during the remaining 6-8 hours. When that process is complete, the dryers resume taking sludge.

- 3) Cash Management Report for February 2013

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF & Winslow STP- Operations Report (Feb 2013)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

Chairman Brennan noted that the Public Hearing for Resolution R-13:4-58, authorizing revision of connection fee was addressed earlier in the meeting.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:4-59, authorizing the execution of an agreement between the CCMUA and Solid Waste Services, Inc., D/B/A J.P. Mascaro & Sons for collection and removal of grit and scum from the Delaware #1 WPCF and transported to an approved dumping site in accordance with Specification #12-22A. Chairman Brennan sought clarification if this was related to the emergency declared for similar services. Mr. Kricun replied that it is the same topic because this contract was not awarded precisely at the end of the prior contract, the prior vendor, Epic, a Synagro company, had an overrun to their contract which will require a change order. That change order is an emergency since the CCMUA must continue to take sludge and grit out of the plant and a corresponding resolution will be added to the agenda next month. By way of further explanation, Mr. Cornforth added that there was a bid protest which required the CCMUA to reject all bids and readvertise which is the cause for the additional time to Epic's contract. Chairman Brennan noted that he was not comfortable with the definition of emergency and wanted these issues to be reviewed by someone to ensure that emergencies are truly emergencies. I am not suggesting that this isn't but I want to ensure that emergencies are emergencies. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-59 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-13:4-60, authorizing the execution of an agreement between the CCMUA and Ashbrook Simon-Hartley Operations, LP for supply and delivery of parts for Ashbrook Aquabelt 3.0M, Type 96 and Ashbrook Winklepress in accordance with Specification #13-01. Commissioner Bresch asked Mr. Cornforth if he knew why the second vendor submitted an incomplete bid to which Mr. Cornforth responded that the bidder who submitted the incomplete bid is a belt manufacturer only; they do not supply the mechanical parts. This bid is for parts for the belt filter presses and the gravity belt thickeners. They were seeking that we split the bid into two parts- supply of belts and supply of parts. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES

"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-60 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:4-61, authorizing the execution of an agreement between the CCMUA and Ed Kurch and Sons, Inc., of Sewell, New Jersey for fabrication and/or installation of structural steel and high and low pressure pipe work in accordance with Specification #13-03. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-61 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:4-62, authorizing award of the Annual Bond Counsel Contract to Hawkins, Delafield & Wood. Commissioner Swartz asked if it was necessary to approve just one Bond Counsel as opposed to a list of approved Bond Counsel providers. All the vendors are qualified and their prices are somewhat close. Chairman Brennan noted that based on the RFP issued, we must approve one vendor at this time. However, since there was so much discussion on the bond counsel and financial advisor contracts we may have a qualified list of vendors, assuming it works correctly, in the future. In this case, if you recall, we did not proceed last month so that we could ensure that the CCMUA's RFP process was in sync with the County's RFP process. A meeting was held with a Commissioner, County Counsel and CCMUA staff, where after review, it was determined that the CCMUA's RFP process has been conducted appropriately. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-62 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:4-63, authorizing Award of the Annual Financial Advisor Contract to NW Financial. 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
"	Engelbert	-	ABSTAIN
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-63 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:4-64, authorizing award of the Annual General Engineering Services Contract for the Delaware No. 1

WPCF to D&B/Guarino Engineers. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-64 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:4-65, authorizing award of the Annual General Engineering Services Contract for the Regional Interceptor System to JMT/Kupper, LLC. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-65 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-13:4-66, regarding the issuance of Requests for Proposals. Chairman Brennan commented that by adopting this resolution and other policies and procedures in sync with the County and other independent agencies will lead to more transparency and understanding of government actions. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-66 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Swartz to adopt Resolution #R-13:4-67, commending John Biondi. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-67 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:4-68, 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-68 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Burley to adopt Resolution #R-13:4-69, authorizing payment of \$3,679,916.58 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
"	Engelbert	-	ABSTAIN
"	MacFarlane	-	ABSTAIN
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-69 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:4-70, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters. All Commissioners responded "Aye" in favor.

Resolution #R-13:4-70 was adopted.

For the record, Chairman Brennan thanked Ms. DellaVecchia for her assistance with the RFP policy.

The meeting adjourned to Closed Session at 6:30pm.

The meeting returned to Open Session at 7:05pm.

Chairman Brennan asked if there were any formal action to be taken as a result of the Closed Session discussion. Mr. Rosoff proposed that there be an add-on Resolution, #R-13:4-71, authorizing entering into an interim interlocal agreement with the County of Camden for the use of the CCMUA's facility to maintain and repair the new County policy vehicles. Chairman Brennan noted that this resolution will set forth the general parameters of the agreement, such as insurance, cost, liability, etc and requested that a copy of the resolution be sent to the Board members. He further explained that this resolution is for this record because the Board will not take formal action until May 20, 2013 which is after the proposed effective date of May 1st. Commissioner Swartz confirmed that the resolution was for the provision of garage space rather than personnel. Mr. Cornforth stated that the CCMUA will provide garage bays and parking/storage space for Camden County Police vehicles and employees from Camden County College will be doing the work on the vehicles. The County will reimburse the CCMUA for fuel expenses. A motion was made by Commissioner MacFarlane and seconded by Commissioner Young, authorizing Resolution #R-13:4-71. There being no further question, a roll call vote was taken. On roll call, the Commissioners responded as follows:

Commissioner	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	ABSENT (<i>left at 6:50pm</i>)
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:4-71 was adopted.

Mr. Kricun memorialized for the record that during closed session the Board discussed the Birdsall Engineering/Bankruptcy matter. Birdsall Engineering is the current design engineer on our Camden City CSO Improvement project. It was agreed that the CCMUA would 1) issue a letter to Birdsall giving them 72 hours to confirm that they were going to provide services in accordance with their agreement and if not, we would terminate their contract; 2) should that occur, we will utilize PS&S, who currently retained the person in charge of this project for Birdsall, on a temporary basis while in parallel, 3) prepare and issue an RFP for a design engineer to complete the project that Birdsall vacated. A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to proceed in this manner. Chairman Brennan noted that as part of the discussion on this issue the information was gained through the public forum (i.e., newspaper) that Birdsall is in bankruptcy and that their employees have been furloughed which is the basis for this action. On roll call, the Commissioners responded as follows:

Commissioner	Bresch	-	YES
"	Burley	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Mr. Rosoff added that he has been reviewing this matter since March 26th since the State of New Jersey froze Birdsall's monetary assets. The bankruptcy court let Birdsall make payroll but the U.S. District Court has now stayed that order as of today. That is why the employees were furloughed last week and they can't pay their employees as of today.


PUBLIC PARTICIPATION:

None

There being no further business, Chairman Brennan adjourned the meeting at 7:08pm.

Minutes of this meeting were approved on May 20, 2013

Respectfully Submitted,



 Kim Michelini
 Authority Secretary