

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the October 21, 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 November 18, 2013 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 21, 2013

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Vice-Chairman MacFarlane 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
"	Young	-	YES
Chairman	Brennan	-	ABSENT

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:

Jose Calderon, T&M Associates
Bob Serpente, D&B/Guarino

OTHERS PRESENT:

Marge DellaVecchia, Camden County

Vice-Chairman MacFarlane 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.

ADOPTION OF MINUTES:

A motion was made by Commissioner Engelbert and seconded by Commissioner Wu to adopt the Minutes of the Regular Meeting held on September 16, 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	-	ABSTAIN
"	Wu	-	YES
"	Young	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- October 2013

Commissioner Wu stated that last year the CCMUA set an ambitious goal of zero odor events and asked for an update on the sludge dryer's odor control system. Mr. Kricun explained that for approximately 6 weeks during June and July 2013, the CCMUA received many odor complaints. By the end of July, it was determined that the source of the odors was due to the inadequate design of one of the two odor control systems for the sludge drying system. As a result, the second standby/overflow odor control system did double duty and failed much earlier than expected. To rectify the matter, a temporary carbon filter system was immediately installed and the permanent carbon system was replaced. The inadequately designed system will be supplemented with a biotrickling filter system resulting in three odor control systems working in series together. Since the installment of the temporary and permanent carbon systems, the CCMUA has received no odor complaints and has had readings of zero hydrogen sulfide. The biotrickling filter system will be installed by the end of November which will ensure that the carbon filtering system does not have to work harder than necessary. The CCMUA's odor control consultant, CDM, has confirmed that this approach is a good one.

With regard to the sludge dryer itself, two of the three dryers are working well and over the last 30 days have taken approximately 75% of our sludge (it is taking 80-90%, but there were a couple of days that the system was down for installation work). It is anticipated that by the end of November the project should be 100% complete. However, there are three remaining items to be addressed: 1) The replacement shaft on the third dryer is due to be delivered on November 18th and will take approximately 10 days to install. Therefore, by December 1, the third dryer should be operational; 2) The biotrickling filter system should also be completed by the end of November and 3) The permanent strain presses should also be completed by the end of November. Therefore, a meeting has been scheduled for November 1st with Synagro to discuss the activation of the 10 year operations contract to ensure that there are no issues before the contract actually begins. In addition, a meeting with Komline Sanderson will also need to be scheduled to discuss final settlement. Commissioner Wu asked for clarification regarding the third dryer- is it solely standby or will it be put into use? Mr. Kricun explained that the third dryer will mostly be on standby since the plant averages 160 tons per day and each dryer can process 73 tons/day. Two dryers can handle 146 tons of the 160 tons/day generated. The third dryer will need to be put into operation every so often to process the 14 tons/day balance that the two dryers could not process. Mr. Kricun added that the only time that the CCMUA should have to haul sludge is if the dryers are down for longer than our storage capacity (4 days).

Commissioner Wu asked if the CCMUA had an approximate cost for the biotrickling filter system upgrade and who was paying for the upgrade to which Mr. Kricun responded that the cost would be approximately \$160,000 and may be split between the CCMUA and Komline Sanderson however, negotiations are still underway and will not be complete until the dryers pass the performance test.

2) October 15, 2013 Tree Planting Event at Liney Ditch Park

B) Engineering:

- 1) Award of a contract to PS&S for design engineering services for the Camden City CSO Upgrade project
- 2) General Engineering Services for Odor Control and Air Emissions

C) Legal:

D) Operations & Maintenance:

E) Finance:

- 1) Voucher Payment Resolutions - Report on Emergency Payments

II) INFORMATIONAL ITEMS:

A) Administration:

B) Finance:

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

Commissioner MacFarlane noted that it appeared that the overtime issue raised last month has been addressed this month. Mr. Kricun noted that he had met with the O&M, Human Resources and Finance staff members to review overtime and the possible causes for it. The meeting was very positive and everyone agreed that there were opportunities available to reduce overtime and those changes had already manifested themselves.

Commissioner MacFarlane also noted that the sludge and waste numbers are over-budget again this month in spite of the fact that the dryers are taking 80-90% of the sludge. Mr. Planamento explained that this will be an ongoing problem for the remainder of the year as we prepared a very aggressive 2013 budget. For sludge, we budgeted \$40/ton and are averaging approximately \$60/ton or \$30,000/month over budget. Grit and scum accounts for another \$30,000 in additional costs, which Mr. Kricun explained is due in large part to the strain presses that were installed in the sludge dryer process. The strain presses remove the grit and solids upstream of the dryers which are removed as a waste at a higher cost. Commissioner MacFarlane asked if the higher costs were anticipated to which Mr. Cornforth replied no since the strain presses weren't anticipated at all. He noted that grit and scum is removed at \$98/ton and the CCMUA did not budget for any grit and scum from the dryer process. Mr. Kricun suggested that the monthly reports be modified in that the grit be removed from the sludge so that the dryer's budgetary performance can be more easily understood.

Commissioner MacFarlane asked if any further discussions had occurred regarding disposal of the dried byproduct. Mr. Kricun responded that while Synagro has not yet found a new outlet for the dried byproduct, they have been sending a higher percentage to the cement kiln which is at a cheaper cost than the landfill.

- 3) Cash Management Report for August 2013

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:10-138, authorizing the execution of an Agreement between the CCMUA and United Trucking, Inc., of Marlton, New Jersey for the hauling of dewatered sludge cake – transportation only in accordance with Specification #13-19. Commissioner MacFarlane asked if the costs were per truck and why is there a differential between the first 300 trips and the second 300 trips. Mr. Cornforth explained that this is a new contract and that the prior bids were for hauling and disposal only. However, since we have very attractive prices with Gloucester County UA and Atlantic County UA, the CCMUA hauls directly to these outlets and so this bid is for the transportation to these sites only. He further added that the CCMUA uses its own trucks and staff to haul any sludge produced, which at the present time is very little and so this contract is for backup purposes only. 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

Resolution #R-13:10-138 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Young to adopt Resolution #R-13:10-139, authorizing the execution of an Agreement between the CCMUA and Scales Air Compressor Corporation for the supply and delivery of parts for Gardener Denver Compressors in accordance with Specification #13-09. Commissioner Swartz asked if the reason for one bid was because the parts are proprietary to which Mr. Cornforth explained that the Gardener Denver is the Local Manufacturer's Rep. In addition, this is the first year that this was bid since up until this year our expenditures did not exceed the bid threshold. However, we exceeded that this year and so we were required to bid it. The CCMUA does not anticipate spending the full amount, but every part was included in the bid since we can't know for sure which parts will be needed. 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

Resolution #R-13:10-139 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-13-10-140, authorizing the execution of an Agreement between the CCMUA and J. Fletcher Creamer & Son, Inc., Hackensack, New Jersey for Emergency/Urgent Repair Services in accordance with Specification #13-15. 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

Resolution #R-13:10-140 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-13:10-141, authorizing revised credit Change Order No. 1 for a credit from C&T Associates for construction of the Delaware No. 1 WPCF Pure Oxygen System upgrade project. Commissioner MacFarlane pointed out that this was a credit change order in the approximate amount of \$2 million – in the Authority's favor. There being no further question or comment 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

Resolution #R-13:10-141 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-13:10-142, 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	Bresch	-	YES
"	Burley	-	YES
"	Engelbert	-	YES

"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES

Resolution #R-13:10-142 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:10-143, authorizing a Contract with Flexible Benefit Administrators to Administer a Flexible Benefits Account. 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

Resolution #R-13:10-143 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Bresch to adopt Resolution #R-13:10-144, authorizing entering into an Agreement with Garda CL Atlantic, Inc. to provide Armored Car Services. Commissioner Swartz asked if the amount of cash received by the Authority warrant the use of a armored car service to which Mr. Kricun responded it did. Commissioner Bresch asked if and who the other bidders were that responded and Mr. Kricun replied that the Authority received two quotes because it was above the quote threshold, but less than the bid threshold. 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

Resolution #R-13:10-144 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Young to adopt Resolution #R-13:10-145, awarding a Contract to PS&S for Design Engineering Services for the Camden City Combined Sewer Overflow project. 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

Resolution #R-13:10-145 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Swartz to adopt Resolution #R-13:10-146, awarding a Contract to CDM Smith for General Engineering Services related to Odor Control for the Delaware No. 1 WPCF. Commissioner Wu asked if CDM had submitted the final odor study report yet. Mr. Kricun stated that the final report was received this past weekend and that a copy would be emailed to him for his review. In addition, Mr. Kricun thanked Commissioner Wu for not only reviewing the draft report on his own time but also providing valuable comments. There being no further question on the motion, a roll call vote was taken. 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
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"	Burley	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES

Resolution #R-13:10-146 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-13:10-147, authorizing Change Order No. 2 to T&M Associates for Construction Management Services during the Atlantic Basin Interceptor Project. 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

Resolution #R-13:10-147 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-13:10-148, 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

Resolution #R-13:10-148 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Engelbert to adopt Resolution #R-13:10-149, authorizing payment of \$4,429, 444.48 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	-	YES
"	MacFarlane	-	ABSTAIN
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES

Resolution #R-13:10-149 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:10-150, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-13:10-150 was adopted.

The meeting adjourned to closed session at 6:29pm.
The meeting returned to open session at 6:41pm.

PUBLIC PARTICIPATION: NONE

There being no further business, Vice-Chairman MacFarlane entertained for a motion of adjournment. A motion to adjourn was made by Commissioner Bresch and seconded by Commissioner Young. All Commissioner responded "Aye" in favor. The meeting adjourned at 6:42pm.

Minutes of this meeting were approved on Nov. 13, 2013

Respectfully Submitted,



Kim Michelini
Authority Secretary