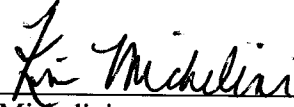


**CERTIFICATION**

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the November 18, 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 December 16, 2013 Regular Meeting.



---

Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 18, 2013**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan 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	-	ABSENT
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	ABSENT
"	Young	-	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:**

Bob Serpente, D&B/Guarino

**OTHERS PRESENT:**

None

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.

**ADOPTION OF MINUTES:**

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt the Minutes of the Regular Meeting held on October 21, 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
"	Dixon	-	ABSTAIN
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	ABSTAIN

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

Chairman Brennan noted that several Commissioners commented on odors as they were coming in for tonight's meeting. Mr. Cornforth responded that at the time he arrived at the meeting there were no odors, however, several Commissioners who arrived later, had mentioned it. He asked the plant supervisor to look into it to determine the source of the odor and it was just his speculation that a truck driver may have left a truck uncovered that went unnoticed by him. He'll know more after the meeting.

**A) Administration:**

- 1) Environmental Management System- November 2013  
Commissioner Bresch asked for an update on the sludge dryer and if the \$273,000 payment on tonight's agenda was for the replacement of the carbon filter system. Mr. Cornforth noted that the

CCMUA was just now being billed for the replacement of the large carbon filter system that was replaced over the summer and confirmed that the costs (labor & materials) associated with the part of the project are being tracked. Mr. Kricun noted that these figures will be used as part of the final settlement with Komline Sanderson. Commissioner Young commented that he believed that the replacement of the carbon filter system would be Komline Sanderson's responsibility. Mr. Kricun noted that this issue should be discussed in closed session.

To update the Board on the status of the dryers, Mr. Kricun explained that two of the three dryers are up and running. The shaft for the third dryer should be delivered on December 2<sup>nd</sup> and installed and in service by December 16<sup>th</sup>. The performance test can be performed either just before or just after the holidays. A meeting was held with Komline last week to discuss the issue with the shaft. Also, the CCMUA does not want to take the risk of failure of any of the other 5 shafts. Therefore, Komline agreed to give the CCMUA an additional 2 year warranty on each of the six shafts and a letter of credit should Komline refuse to honor the warranty.

Commissioner Bresch thanked Mr. Kricun for the explanation and asked why the dryers are only taking 70% of the sludge at this time. Mr. Kricun stated that one reason for this was that due to a failure of the electro static precipitators the dryers were down for two or three days. He added that we need to address the vulnerabilities of the dryers by having more spare parts on hand, etc. Mr. Cornforth noted that the reason for the low percentage is twofold: the electro static precipitators put the dryers out of service for a few days however, the circuit board continued to malfunction. After several failed circuit boards, a factory manufacturer's rep was called in who determined that there was a bad sensor which was replaced last week. The dryers have run continuously since last week. The other problem is that the CCMUA is in disagreement with Synagro over the operation of the dryers. We don't believe that they are running it hot enough. Alan Parry, Synagro's project manager, left Synagro as of last week and a new interim manager is on site and overseeing the operation. Our staff met with him and he was in agreement with the higher temperature, however, he has not yet made that adjustment. We have a meeting with him tomorrow morning to address this issue. The seasonal change in temperature is also having an impact on the throughput. We will be reviewing the temperature and bulk density with him on a daily basis. Mr. Kricun added that he asked Mr. Cornforth and Jack Connolly to direct Synagro to address these types of issues and if Synagro refuses, to let him know and he will invoke the contract if necessary. Chairman Brennan thanked Mr. Cornforth for monitoring these issues and reminded him to continue doing so. Mr. Kricun noted that Synagro has very little incentive at this time to operate the dryers optimally. It is easier for them to operate the dryers at a lower temperature and they don't have to pay the penalty of hauling the sludge. This should change after the performance test and the 10 year operation contract begins.

2) Shared Services Agreement with Camden City for Operation & Maintenance Oversight of the City's Combined Sewer System

3) Camden Green & Grey Infrastructure Project

Commissioner MacFarlane requested further explanation regarding the financing of this project, specifically, the \$1 million grant and \$4 million low interest loan- who is paying back the loan? Mr. Kricun stated that the CCMUA would be responsible to pay back the low interest loan over 20 years, which amounts to approximately \$200,000 per year. Further, he explained, that this green and grey infrastructure project (grey infrastructure is replacement of the pipelines and green infrastructure is the building of rain gardens, etc) is a continuation of the other green projects (rain gardens, netting projects, etc.) the CCMUA has undertaken to help reduce stormwater flow to the CCMUA. In addition, the project will help deal with the flooding problem in Camden City. The City of Camden also has a \$1.5 million grant which will be applied to this project as well. The overall project consists of five projects one of which is the replacement of the sections of pipeline in the City that are most dilapidated and resulting in flooding in residential areas. The CCMUA will oversee all phases of the project. Chairman Brennan asked who is responsible for performing the work to which Mr. Kricun explained that the project will go out for bid. By further explanation, the \$1.5 million grant that the City receives will be used toward one of the five projects- the daylighting (uncovering) of the Baldwins Run stream. This piece of the project is projected to cost \$2 million- \$1.5 from the City and \$500,000 from the CCMUA. There is a corresponding resolution (#157) on tonight's agenda which includes an agreement with the City for this project. Regarding the pipeline, the CCMUA completed a mapping of the areas prone to flooding and where it occurred in a residential area, the City identified the sections of pipeline to be replaced. Chairman Brennan asked if the waterfront was a section to be worked on, to which Mr. Kricun replied it was not, however, the netting system upgrades that are being done under a different contract would help make a difference. One of the reasons for the flooding in Camden's waterfront section is due to a collapsed outfall; no flow can exit and it backs up in the system and floods the streets. An outfall will be upgraded downstream of the crushed outfall on South Jersey Port's property and a new enlarged pipeline will be installed to divert the flow from the damaged system to the new outfall. This should significantly help reduce the flooding in the Waterfront community. In addition, the USEPA and the State of New Jersey have just announced a \$100 million resiliency grant program as a result of Hurricane Sandy. This grant is not just for municipalities impacted by the storm but is also for those municipalities that are vulnerable, like

Camden. Camden's pumping stations can only be on or off. The installation of variable frequency drives (VFDs) will help reduce flooding as well since VFDs help better regulate the flow.

Chairman Brennan asked if there would be a third party involved in the oversight of the disbursement of funds associated with the projects. Mr. Kricun explained that the CCMUA will pay the City directly only after the construction is complete. Commissioner Swartz asked if the payment comes out of operating capital to which Mr. Kricun replied yes, but there is a cost offset since the CCMUA will be taking in less stormwater. Commissioner Swartz asked if there was a savings involved and if so, how much. Mr. Kricun explained that the CCMUA is likely losing a bit. Commissioner Engelbert stated that he didn't believe that there was a savings involved. Chairman Brennan commented that while there may be little savings, there is a huge environmental benefit- less flooding and increased public safety. Mr. Kricun added that there are three places for the combined flow to go- 1) into the river; 2) to our main plant or 3) backed up into the streets and/or homes which is a public health issue. When the pipes fail, the flooding becomes a public health issue since the contaminated flow backs up into the streets and homes. For instance, the daylighting of the stream, is to ensure that the flow goes to a fourth place- back into the stream which benefits the CCMUA in that there is less flow to be treated and less opportunity for overflows of the sewer system. In addition, our service agreement allows for the CCMUA to take such steps in a combined sewer overflow system.

Commissioner MacFarlane noted that his concern with such a project is that it sets a precedent to which Mr. Kricun explained that Camden and Gloucester are different from the other 35 municipalities in that they have combined sewer systems and the CCMUA's wastewater management plan calls for the CCMUA to deal with such issues. There is no complication with the Service Agreement either. In fact, the Service Agreement states that the CCMUA has the option but not obligation, to eliminate infiltration and inflow. Chairman Brennan stated that it is the CCMUA's intention to make the distinction that Camden and Gloucester Cities are within our scope of reasonable targets for reducing combined sewage flooding.

- B) **Engineering:** None
- C) **Legal:** None
- D) **Operations & Maintenance:** None
- E) **Finance:**
  - 1) Voucher Payment Resolutions - Report on Emergency Payments

**II) INFORMATIONAL ITEMS:**

- A) **Administration**
- B) **Finance**
  - 1) Collections Report for October 2013
  - 2) Budget Review Report for October 2013  
Commissioner MacFarlane noted that while the sludge and waste figures were down there were other additional unanticipated expenses. Mr. Planamento agreed that professional fees, odor control and the energy audit were not budgeted for. Mr. Kricun explained that the CCMUA will be reimbursed from the BPU for the \$100,000 cost for the energy audit. Commissioner MacFarlane asked what next year's budget will look like to which Mr. Planamento responded that the sludge and waste line will go up as we will not be as aggressive in budgeting this item. Last year we budgeted \$40/ton and in 2014 we budgeted a blended rate of \$60/ton to reflect our actual experience during 2013. In addition, pension will increase and health care costs will decrease slightly.
  - 3) Cash Management Report for September 2013
- C) **Operations & Maintenance:**
  - 1) Del. No. 1 WPCF & Winslow STP- Operations Report (September 2013)

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:11-151, authorizing an Award pursuant to Solicitation of Quotations, with Echo Process Instrumentation Inc. for

supply and delivery of Echo Ultrasonic Level Analyzers and Level Sensors. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-151 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Young to adopt Resolution #R-13:11-152, authorizing the execution of an Agreement between the CCMUA and G. P. Jager Associates, Inc., of Montvale, NJ for parts for Worthington Pumps in accordance with Specification #13-11. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-152 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:11-153, authorizing the execution of an Agreement between the CCMUA and Carbon Activated Corporation of Blasdell, New York for the removal and replacement of carbon in Odor Control Absorbers in accordance with Specification #13-14. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-153 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-13:11-154, authorizing the execution of an Agreement between the CCMUA and J. T. Seeley and Company, Inc., of Valley Forge, PA for Parts for Fairbanks Morse Pumps in accordance with Specification #13-18. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-154 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:11-155, authorizing the execution of Change Order Number One to the Agreement between the Authority and Mount Construction in accordance with Specification #11-26. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES

Chairman	Brennan	-	YES
----------	---------	---	-----

Resolution #R-13:11-155 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:11-156, approving Change Order No. 2, amending Contract 409A with Underground Utilities Corp. for the Clementon Force Main Upgrades. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-156 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-13:11-157, authorizing execution of an Interagency Agreement among the CCMUA and the City of Camden for upgrades to the City's Combined Sewer Overflow System. Chairman Brennan commented asked if the control of expenses were specified in the agreement to which Mr. Kricun responded that it is and the CCMUA will be in control of the funds it receives and will seek reimbursement for capital costs for the project. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-157 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:11-158, authorizing a Shared Services Agreement with Camden City for the Provision of Assistance with Management and Operation of the City's Sewer and Water System. Commissioner Dixon asked for clarification as to the CCMUA's role in the RFP process. Mr. Kricun explained that the CCMUA will write the RFP to ensure that best practices are applied and help analyze the RFPs received. Once the City awards a contract, the CCMUA will assist in the oversight of the contract. It is anticipated that the RFP will be ready for advertisement in 60-90 days. Chairman Brennan commented that he wants to make sure that if the CCMUA is going to spend money, we want to make sure that the recommendations made are listened to and where possible acted on. We want our participation to be meaningful and not simply "pro forma". Mr. Kricun noted that the agreement was revised to add in that the CCMUA would review invoices from the contract operator to ensure that the amount billed is commensurate with the work performed. This is how the CCMUA will control the contract operator because if they are not doing the work, payment will not be recommended. The Chairman noted that he would review the contract further before it was signed and returned. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-158 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Young to adopt Resolution #R-13:11-159, approving the Authority's 2014 Budget. Mr. Kricun stated that the Resolution also authorized a public rate hearing on December 16, 2013 (date of next regular Authority meeting). Commissioner Dixon asked how much was being given to the County this year to which Mr. Kricun responded \$3.1 million. 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
"	Dixon	-	YES

"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-159 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:11-160, authorizing Shared Services Agreement with the County of Camden for the Provision of Snow Removal Services during 2013/2014. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-160 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-13:11-161, approving Change Order No. 3, amending Contract 360 with Centerpoint Associates for upgrades to Chesilhurst, Waterford and Cedarbrook Pump Stations. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-161 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:11-162, 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-162 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-13:11-163, authorizing payment of \$4,720,957.57 expenses disbursed from various trust 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	ABSTAIN
"	Swartz	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:11-163 was adopted.

**PUBLIC COMMENT:**

None

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:11-164, 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-13:11-164 was adopted.

The meeting adjourned at 6:39pm to closed session.

The meeting returned at 6:50pm to open session.

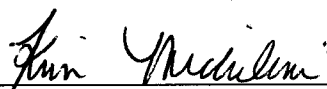
**PUBLIC PARTICIPATION:**

None

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Engelbert and seconded by Commissioner Young. All commissioners responded "Aye" in favor. The meeting adjourned at 6:50pm.

Minutes of this meeting were approved on Dec. 16, 2013

Respectfully Submitted,

  
\_\_\_\_\_  
Kim Michelini  
Authority Secretary