

**CERTIFICATION**

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the December 16, 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 January 27, 2014 Regular Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 16, 2013**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan at 6:02 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	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	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:**

Pam Racey, Synagro  
Herb Hingley, Synagro  
Andrew Bosinger, Synagro

**OTHERS PRESENT:**

Marge DellaVecchia, County  
Marianna Emanuele, Camden resident  
John Emanuele, Camden resident

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 Dixon to adopt the Minutes of the Regular Meeting held on November 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	-	ABSTAIN
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	ABSTAIN
"	Young	-	YES
Chairman	Brennan	-	YES

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

Chairman Brennan asked if the source of the reported odors at last month's meeting had been determined to which Mr. Kricun and Mr. Cornforth replied that it had not conclusively been determined. The Chairman asked if we had any further odor complaints since and Mr. Kricun responded that there have not been any complaints since July. Commissioner Engelbert stated that he felt that the source of the odor could have been the primary sedimentation tanks which are open and the odors cannot be contained. However, odors from that source rarely emanate off the plant borders. Chairman Brennan reminded the staff that we needed to be sensitive to odors and our neighbors.

**A) Administration: (Andy Kricun)**

**1) Environmental Management System- December 2013**

Commissioner Bresch requested a status update on the dryers. Mr. Kricun explained that dryers #1 and 3 have been consistently running but dryer #2 has been out of service since May. The shaft for dryer #2 was delivered and has been installed. The other two dryers will be taken out of service in order to prepare for the installation of Dryer #2 shaft and to refuel all three dryers. All three dryers should be started up by the end of this week. The seasonality issue with our sludge remains to be problematic and we are working toward determining why the throughput has been greatly reduced. The dryers were averaging 70 tons/day per dryer but with the change to the colder weather the dryers have been averaging approximately 40 tons per day. As a possible solution, the dryers were operated hotter which has made some difference however they still have not obtained 70 tons/day per dryer yet. The installation of the four permanent strain presses should be completed soon and it is thought that the fiber is worse in the winter months and the four strain presses is double the amount of strain presses currently installed thereby removing more solids. More should be known in this regard next week.

Lastly, the biotrickling filter is to be installed during the first week of January which completes the upgrades to the dryer. After the performance test, the CCMUA will then be able to negotiate a final settlement with Komline Sanderson. Komline has agreed to provide an extended warranty on all six shafts as well as a letter of credit.

Commissioner Wu asked Mr. Kricun how confident he was that the performance test would occur next month. Mr. Kricun replied that if the performance test was taken any time between April and October, they would have passed however, from November through present, when the weather turned colder, the dryers have not operated at capacity and they would not have passed the performance test. The question is 1) will the removal of additional fiber due to the additional strain press capacity be sufficient to make a difference and 2) if not, will the change in temperature (hotter operation) make a difference. In theory, in the colder weather, the operation at a hotter temperature should work. He is confident that the dryers will operate as designed 8-9 months out of the year. However, will they operate at that same level during the 3-4 colder months? More will be understood next week, once the permanent strain presses are fully operational. Chairman Brennan asked Mr. Kricun who was assisting the CCMUA in determining how the dryers are to be operated and if the performance test results are valid to which he responded the O&M staff, Synagro staff and our consultant, D&B/Guarino. Mr. Cornforth clarified further that the performance test protocol is very specific and was included in the procurement documents. Mr. Kricun added that Komline will need to demonstrate that the dryers are able to meet the tonnage throughput. Commissioner Wu stated that since there are so many variables, he is not sure that the performance test will take place next month. Mr. Kricun stated that if the performance test was held 6 months ago, the dryers would have passed as two dryers consistently took all the sludge. The question is can the dryers overcome the seasonality of our sludge. Hopefully the higher operating temperature and additional strain presses will make the difference and result in the dryers taking at or near capacity as designed.

**B) Engineering: (Andy Kricun)**

**C) Legal: (Larry Rosoff)**

**D) Operations & Maintenance: (Bob Cornforth)**

**E) Finance: (Wayne Planamento)**

**1) Voucher Payment Resolutions - Report on Emergency Payments**

**II) INFORMATIONAL ITEMS:**

**A) Administration**

**B) Finance**

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

Commissioner MacFarlane noted his surprise at the increase of utilities. Mr. Planamento stated that it was an under accrual from previous months and is approximately \$20,000. The CCMUA is receiving estimated bills versus actual bills. Mr. Kricun noted, however, that utilities are under budget for the year by approximately \$82,000.

Commissioner MacFarlane noted that sludge and waste is over budget but by less than in previous months and asked if it is thought that we will come in on target. Mr. Cornforth clarified that the having the third dryer will help as all the sludge will go through the dryers and be disposed of at the lesser rate rather than being hauled to Atlantic or Gloucester County at a higher rate. In addition, the volume will be reduced by the drying process thereby further reducing the amount of product to be disposed of.

Chairman Brennan commented that he was under the impression that two dryers were designed to take all the sludge and the third dryer was the backup dryer- to be run as needed. Mr. Cornforth confirmed that this is correct during the warmer months, however, during the colder winter months, it is not clear if two dryers will be able to handle all the sludge produced. The wastewater is colder and winter bacteria is more difficult for the dryer to handle and until it is determined if the operational change(higher temperatures) and additional strain presses will make a difference, three dryers will likely be needed to be in operation to process all the sludge produced. Mr. Kricun agreed, further noting that if the seasonality problem cannot be solved, it may be that for 8-9 months of the year, the sludge is primarily processed by two dryers and for the 3-4 months other colder months, three dryers will be needed. It is expected that the additional strain presses will remove more fiber during the winter months and therefore improve the throughput.

Commissioner MacFarlane asked if there was any backlog of sludge to which Mr. Cornforth replied that there was very little and the only reason that there is any back log at all is that we have eliminated the higher cost outside haulers by using our own trucks and our own drivers to haul to Atlantic and Gloucester counties.

- 3) Cash Management Report for October 2013

**C) Operations & Maintenance:**

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

**ITEMS FOR DISCUSSION:**

**PUBLIC HEARING & PARTICIPATION ON PROPOSED RESOLUTIONS:**

**Proposed Rate Increase**

My name is Marianna Emanuele and I am a Camden City residing on Chelton Avenue. I am amazed that there are not more people present at tonight's meeting. Was I the only one who read the Courier Post article about a \$9 increase? I thought more people would be knowledgeable that the CCMUA is increasing their rates. Is this accurate? Chairman Brennan replied that it is accurate however; it may be that ratepayers have accepted the \$9 increase. Mrs. Emanuele explained that her concern was that people on fixed incomes have a difficult time finding the additional amounts for the increases charged by the electric company, the gas company, etc. Mrs. Emanuele asked why the rate increase was needed to which Mr. Kricun replied that the Courier Post article could have been a bit clearer in explaining that the increase is \$9/year or \$.75/month. Mrs. Emanuele commented that this makes a difference. Mr. Kricun added that the CCMUA's rate was \$337/year in 1996 and this is the first increase above that amount in 17 years later. Mr. Kricun noted that Camden City residents pay a reduced Host Community Benefit amount of \$200/year while the remainder of Camden County pays the \$333/year rate. Both the County and Camden City rates will be increased by \$9/year in January 2014 and after many years of holding the rates, the CCMUA had no choice but to raise rates as a result of other rising costs- insurance increases due to Hurricane Sandy, inflationary costs, etc. Mrs. Emanuele said this made sense however, she noted that the Courier Post article also stated that the CCMUA reduced staff which should mean that an increase is not needed. Mr. Kricun clarified that the reduction in staff has occurred over time. In 1996, the CCMUA had 230 employees

and today it has 135 employees. He noted that the CCMUA has reduced staff, implemented energy saving measures such as solar panels, in order to offset rising costs. The average rate for wastewater utilities across the country has increased by 40% over the last 10 years, while the CCMUA has increased rates by only 2%. Mrs. Emanuele thanked Mr. Kricun for the explanation.

There being no further comment by the public regarding the proposed rate increase, the public portion of the meeting was closed.

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

Mr. Kricun noted that there is a revised version of the resolution noting two things; one that the effective date in the second whereas statement is 2014, not 2013 and also the implementation will be effective January 1, 2014. The rate for both the County and the City of Camden is to be increased from by \$9/year. Engelbert MacFarlane A motion was made by Commissioner Engelbert and seconded by Commissioner MacFarlane to adopt Resolution #R-13:12-165, authorizing a revision of sewer use charges. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-165 was adopted.

Mr. Kricun noted that this resolution is to reflect that the CCMUA's 2014 budget was submitted two weeks late as a result of our having to make other additional and necessary calculations. A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:12-166, adopting a late budget resolution. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-166 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Engelbert to adopt Resolution #R-13:12-167, approving the Authority's 2014 Budget. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES

"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-167 was adopted

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:12-168, authorizing the execution of an agreement between the CCMUA and Xylem Water Solutions USA, Inc., of Malvern, PA for parts for ITT Allis Chalmers Pumps in accordance with Specification #13-17. Commissioner MacFarlane noted that there was only one bidder and asked for an explanation as to why. Mr. Cornforth explained that he is unaware of any available aftermarket parts for these pumps and Xylem is the franchise for this area. Commissioner MacFarlane asked if it had to be these parts to which Mr. Cornforth replied yes. Chairman Brennan asked Mr. Cornforth to be sensitive of competition and if a less expensive, comparable substitute part can be used, the CCMUA should do so. Mr. Cornforth commented that the CCMUA has done so in other instances; some successfully and some not. Commissioner Bresch asked that a comparison from contract to contract be done to compare how the prices are comparing from contract to contract. Mr. Cornforth replied that in this case, the previous year contract was \$490,000 and this contract is for \$580,000, however it should be noted that parts were added to the bid list for the new pump stations which would impact the total bid price. Finally, he noted that the CCMUA spent \$180,000 of the total \$490,000 in the current contract. Mr. Cornforth stated that he will compare several part prices from the previous contract to the new contract and report back accordingly. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-168 was adopted

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:12-169, authorizing the execution of an agreement between the CCMUA and Barry Arnold of Atco, NJ for parts for backflow preventer inspection and repair in accordance with Specification #13-20. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-169 was adopted

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:12-170, authorizing the execution of an agreement between the CCMUA and Moyno Inc., of Springfield, OH for the supply and delivery of parts for Moyno pumps in accordance with Specification #13-22. Commissioner Engelbert asked Mr. Cornforth if he knew the amount normally spent under this contract to which Mr. Cornforth replied that the CCMUA spent \$253,000 over two years in the current contract. Mr. Kricun commented that this contract is approximately 25% higher over the last contract. Mr. Cornforth stated that there were three bidders, two of which were for aftermarket parts and were higher than the original manufacturer's prices. Commissioner Swartz asked if it was possible to have the bidder hold replacement part prices for a certain period of time. Mr. Cornforth stated that the CCMUA does receive spare parts with the initial

construction contract which typically lasts a few years. The difficulty is that the contractor is installing the pump during construction is not likely willing to sell the CCMUA part for the next several years. Our contract is with a construction firm, not the pump supplier. Mr. Kricun added that the parts needed under this contract and the one noted above are for pump stations that are 25 plus years old. Commissioner Engelbert noted that certain parts wear out more frequently than others and the bidders likely know this and asked if it was possible that the bidders have increased prices on these parts knowing that they are more likely to be replaced. Mr. Cornforth replied that this is taken into consideration when preparing the bid document. The bid document includes a minimum quantity of three and if it's a part that is more frequently needed, the quantity is increased even more. This explains why the contract award amount is higher than the amount actually spent. Chairman Brennan asked that a price comparison of the most frequently replaced parts be done. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-170 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-13:12-171, approving change order no. 2, amending contract 325 with Pioneer Pipe Contractors, Inc., for changes to the Sicklerville Force Main. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-171 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner MacFarlane to adopt Resolution #R-13:12-172, approving change order no. 3 to the CCMUA's contract with Montana Construction for the Camden 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-172 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Young to adopt Resolution #R-13:12-173, resolution authorizing the issuance of not exceeding \$6,000,000 County Agreement Subordinate Bonds (Series 2014) of the Camden County Municipal Utilities Authority and providing for their sale to the New Jersey Environmental Infrastructure Trust and the State of New Jersey and authorizing the execution and delivery

of certain agreements in connection therewith. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-173 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:12-174, authorizing execution of a Credit Facility Agreement with the bank of New York. Mr. Kricun noted that there is an agreement is not available at this time rather the resolution is authorizing the CCMUA to move forward and negotiate an agreement with the Bank of New York which would then be brought back to the Board for approval. Commissioner Engelbert asked for clarification. Mr. Kricun explained that it selects the Bank of New York to negotiate with. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-174 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:12-175, approving a salary increase for classified and unclassified 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	Bresch	-	YES
"	Burley	-	YES
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-175 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:12-176, authorizing execution of a legal services agreement with Brown & Connery to provide assistance with labor contract negotiations. Chairman Brennan asked if there was an amendment to the resolution to which Mr. Kricun responded that this resolution called for an execution of an agreement with Brown and Connery for legal services during contract negotiations. However, the County advised that it had already prepared an RFP to procure legal services for an entire year, including Brown & Connery. The CCMUA's resolution could be changed to accept the use of the County's legal pool and then the CCMUA could enter into an agreement with Brown & Connery. Chairman Brennan asked if this was acceptable to the Board. Hearing no response, a motion was made by Commissioner MacFarlane and seconded by Swartz. Commissioner Dixon asked for clarification. Mr. Kricun explained that the resolution is to accept the use of the County's authorized pool of legal counsel. The intent of both resolutions is the same just the procurement method is different. There being no further question on the motion, a roll call vote amending the resolution as discussed was taken. On roll call,



the Commissioners responded to their names as follows:

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

Resolution #R-13:12-176 was amended. There being no further question, a motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt the amended resolution #R-13:12-176. On roll call, the Commissioners responded to their names as follows:

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

Resolution #R-13:12-176 was adopted as amended.

A motion was made by Commissioner Swartz and seconded by Commissioner Young to adopt Resolution #R-13:12-177, 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-177 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Young to adopt Resolution #R-13:12-178, authorizing payment of \$10,301,615.28 for expenses disbursed from various trust accounts as specified. 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
"	Dixon	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:12-178 was adopted.

Chairman Brennan entertained a motion to go into closed session (Resolution #179) to discuss legal and personnel matters. A motion was made by Commissioner Engelbert and seconded by Commissioner Swartz to adopt Resolution #R-13:12-179, authorizing that the Authority hold a Closed Session meeting to discuss legal and personnel matters. All Commissioners responded "Aye" in favor.


The meeting adjourned to Closed Session at 6:35pm.  
The meeting returned to Open Session at 6:50pm.

**PUBLIC PARTICIPATION:**        None

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

Minutes of this meeting were  
approved on 1/27/14

Respectfully Submitted,

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