

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the February 18, 2014 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 March 17, 2014 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR & REORGANIZATION MEETING HELD ON

FEBRUARY 18, 2014

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan at 6:03 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 (Note: was in attendance via conference call through the oaths of office. Signed off call/ meeting at 6:10pm)
"	Dixon	-	ABSENT
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Swartz	-	ABSENT
"	Wu	-	ABSENT
"	Young	-	YES
Chairman	Brennan	-	YES

STAFF PRESENT:

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

Kim Michellini, 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.

Mr. Rosoff opened the Reorganization portion of the meeting by requesting nominations for Chairperson. Commissioner Engelbert made a motion, which was seconded by Commissioner MacFarlane to nominate Michael Brennan to the position of Chairperson. Upon no further nominations, a motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-11, electing a CHAIRPERSON. 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
"	Young	-	YES
Chairman	Brennan	-	ABSTAIN

Resolution #R-14:2-11 was adopted.

Mr. Rosoff requested nominations for Vice-Chairperson. Commissioner Bresch made a motion, which was seconded by Commissioner Engelbert to nominate James MacFarlane to the position of Vice-Chairperson.

Upon no further nominations, a motion was made by Commissioner Engelbert and seconded by Commissioner Young to adopt Resolution #R-14:2-12, electing a VICE-CHAIRPERSON. 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
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-12 was adopted.

Mr. Rosoff requested nominations for Treasurer. A motion was made by Commissioner Engelbert and seconded by Commissioner Young to nominate Dorothy Burley to the position of Treasurer. Upon no further nominations, a motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-13, electing a TREASURER. 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
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-13 was adopted.

Mr. Rosoff administered the Oath of Office to the elected officers. Commissioner Burley signed off of the conference call at 6:10pm.

ADOPTION OF MINUTES:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt the Minutes of the Regular Meeting held on January 27, 2014. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

Chairman Brennan requested that the CCMUA Staff begin to develop a master plan in relation to the CCMUA's core mission as it is not unreasonable to think that the CCMUA may have greater financial flexibility in the future with regard to improvement projects. It is in the Authority's interest that we be able to quantify and prioritize those projects that are in line with our mission statement. For instance, we have received requests from the County to assist with certain projects such as the Newton Creek, Cooper River, Gateway Park and Kirkwood Lake. The CCMUA should be as cooperative as possible in assisting the County but in a fiscally responsible manner.

A) Administration:

- 1) Environmental Management System- February 2014
Commissioner Bresch requested an update on the sludge dryers. Mr. Kricun noted that the dryers have been working well, taking all of the sludge for the last several days. The permanent strain presses were completed on February 1, 2014 and other than an un-related

power outage, they have taken all but 80 to 100 tons of sludge. Commissioner Bresch asked if these figures are based on the operation of two or three dryers and would they meet the performance test. Mr. Kricun explained that the performance test requires that each of the three dryers take 73 tons but the dryers have not been run like this during the colder winter months. During the warmer weather, dryers #1 and #3 did perform at this level. Mr. Cornforth added that all three dryers have been operating at a slower feed rate which has been successful but requires all three dryers to be in operation. We were in the process of increasing the feed rate when a power outage occurred which caused the system to be shut down. In addition, the dryers are scheduled for another temporary shut down for equipment maintenance. Once the dryers are up and running again for several days, the plan is to increase the feed rate by 2% every other day until it is clear that the dryers are able to take all of our sludge on a consistent basis.

Mr. Kricun further explained that as a result of the installation of all four permanent strain presses more fiber has been removed from the sludge thereby increasing the dryer's productivity. In addition, a meeting was held with representatives from Covanta Energy (trash to steam plant in Camden) and David Luthman of PCFA. Covanta has agreed to take the strained fiber/material at the County's present rate of \$50/ton which is a significant savings for the CCMUA as our current disposal cost for this material is \$90/ton. Commissioner Engelbert asked if there was an opportunity for Covanta to take the dried byproduct to which Mr. Kricun replied that this was discussed with Covanta but they are unwilling to match our current disposal price of \$39/ton.

Mr. Kricun noted that the only construction item remaining on the dryers is the installation of the biotrickling filter which should be complete in the next few weeks.

- 2) Receipt of Platinum Certification from the National Biosolids Partnership
Mr. Kricun congratulated the Board and staff on the CCMUA's receiving the Platinum level certification further noting that the CCMUA was one of only 15 or 20 agencies in the entire country to receive this level of certification.

B) Engineering:

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 January 2014
 - 2) Budget Review Report for January 2014
- Commissioner MacFarlane noted that while this month's report indicates that sludge and waste is over budget, he recognized that if the dryers continue to perform as reported, we should be on budget going forward. Mr. Cornforth stated that he anticipated that next month's report was also likely to be over budget since we are continuing to work toward removing the backlog of sludge in the storage building. Mr. Planamento noted that when looking at the variances in the quantities versus price, it is volume driving the sludge and waste figures. Mr. Cornforth agreed, adding that the disposal cost of sludge is higher than the disposal cost for the dried byproduct. As of last week, there was approximately 2500 tons in the storage building which is more than we are comfortable with but was done in order to minimize use of our outside haulers and take it to the less expensive outlets (ACUA and GCUA). However, due to the unforeseen shut down of ACUA's incinerator, we were faced with having to store more than desired. Commissioner MacFarlane reminded the staff to be aware that storing that much sludge tended to lead to odor complaints.

Commissioner Bresch noted that the 2014 budget for connection fees increased over last year to \$5 million. Mr. Planamento noted that this was as a result of the Atlantic Basin Interceptor Expansion project. Mr. Kricun added that he signed a permit for a new development project in Winslow Twp. which should result in approximately \$1.3 million in connection fees which should be received later this year or early next year. The

CCMUA entered into a consent agreement with the NJDEP which allowed the CCMUA to take a portion of Winslow's flow- approximately \$100,000 gallons/day, in advance of construction, which should enable us to realize new revenue from Winslow sooner.

3) Cash Management Report for December 2013

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner Engelbert and seconded by Commissioner MacFarlane to adopt Resolutions:

- #R-14:2-14 authorizing the Executive Director to advertise for bids for various items during FY 2014
- #R-14:2-15, designating schedule of meeting dates for the succeeding twelve months as required under the Open Public Meetings Act
- #R-14:2-16, designating the Custodians of and establishing an Impress (Petty Cash) Fund
- #R-14:2-17, designating two newspapers to receive notices
- #R-14:2-18, designating Banks of Depository for Investments
- #R-14:2-19, designating a Bank of Depository for its funds
- #R-14:2-20, designating a Bank of Depository for User Revenue
- #R-14:2-21, designating a Bank of Depository for Investments for the Payroll 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolutions #R-14:2-14 through 21 were adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner MacFarlane to adopt Resolution #R-14:2-22, authorizing the execution of purchase orders between the CCMUA and vendors under the New Jersey State Cooperative Purchasing Program FY 2014. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-14:2-22 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-23, authorizing entering into a shared services agreement between the Camden County Municipal Utilities Authority and the Camden County College for security guard services. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner	Bresch	-	YES
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-23 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-24, regarding the issuance of Requests for Proposals. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-14:2-24 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-25, authorizing execution of an agreement between the CCMUA and Emerson Process Management of Pittsburg, PA for the maintenance of the Emerson Process control, power and water systems process control scada system in accordance with Specification #13-27. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-25 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-26, authorizing execution of an agreement between the CCMUA and Epic, a Synagro Company for collection and removal of grit and scum from the Delaware #1 WPCF and transported to an approved dumping site in accordance with Specification #14-01. Mr. Rosoff noted that the attorney for the second low bidder raised some legal questions regarding this bid and since they were unable to attend tonight's meeting, it was requested that the Board be apprised of their position. He explained that they felt this specification should be rebid and require a bid bond. It is the CCMUA's position that a bid bond is only required if it is a construction project which this is not. Chairman Brennan asked Mr. Rosoff if it was his opinion and recommendation that we proceed to which Mr. Rosoff responded "yes." 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-26 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-27, adopting a Cash Management Plan for the Authority. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-14:2-27 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Engelbert to adopt Resolution #R-14:2-28, ratifying approval of expense vouchers as approved by the Executive Director under authorization granted by CCMUA Resolution #R-97:3-60, dated March 17, 2012. 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
"	Engelbert	-	YES
"	MacFarlane	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Resolution #R-14:2-28 was adopted.

A motion was made by Commissioner Engelbert and seconded by Commissioner Bresch to adopt Resolution #R-14:2-29, authorizing payment of \$3,002,721.85 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
"	Engelbert	-	YES
"	MacFarlane	-	ABSTAIN YES
"	Swartz	-	YES
"	Wu	-	YES
"	Young	-	YES
Chairman	Brennan	-	YES

Commissioner Engelbert questioned the vote noting that there were only five Commissioners present and since one abstained, did the vote meet the requirements of the CCMUA's bylaws. Mr. Rosoff stated that it was his opinion that as long as there was a quorum, which there is in this case, the majority vote counted. Commissioner MacFarlane revised his vote to "YES."

Resolution #R-14:2-29 was adopted.

A motion was made by Commissioner Young and seconded by Commissioner Bresch to adopt Resolution #R-14:2-30, authorizing that the Authority hold a Closed Session Meeting to discuss legal, personnel and contractual matters. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-14:2-30 was adopted.

The meeting adjourned to Closed Session at 6:31p.m.
The meeting returned to Open Session at 6:40p.m.

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 Young. All Commissioners responded "Aye" in favor and the meeting adjourned at 6:40p.m.

Minutes of this meeting were
approved on 3/17/14

Respectfully Submitted,



Kim Michelini
Authority Secretary