

## CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the May 18, 2015 adjourned 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 June 15, 2015 Regular Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON MAY 18, 2015**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan at 6:05 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
"	Kelly	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

**STAFF PRESENT:**

Andrew Kricun, Executive Director  
Marge DellaVecchia, Deputy Executive Director  
Wayne Planamento, Chief Financial Officer  
Robert Cornforth, Director of O&M  
Jack Connolly, Director of O&M

Kim Michelini, Authority Secretary  
Alisa Smith, Secretarial Assistant

**CONSULTANTS:**

Bob Serpente, D&B/Guarino  
Dan Madden, JMT

**OTHERS PRESENT:**

Joseph Carney, Esq. (Brown & Connery/Solicitor)

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 18, 2015 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 Swartz and seconded by Commissioner Wu to adopt the Minutes of the Regular Meeting held on April 20, 2015. 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, Dixon, Kelly, Swartz, Wu	-	YES
Commissioner Burley, MacFarlane	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Kricun invited the Board to the grand opening of the Phoenix Park which will be held on June 2, 2015 at 2pm.

**D) ITEMS FOR DISCUSSION:**

**A) Administration:**

1) Environmental Management System- May 2015

Commissioner Wu noted that there were several odor complaints over the last 30 days and asked if the source had been identified. Mr. Kricun explained that we have received more complaints partly due to more efficient reporting methods. With Ms. DellaVecchia's assistance, the CCMUA improved upon how complaints are reported by 1) updating our website and 2) reworking the automated phone system so that reporting odors is easier and

more prominently accessible. In each of the four instances, the Senior Operator investigated and reported that the odor control systems were in operation with good readings, that there were no sludge deliveries and all doors were shut; the odor was traced back to our neighbor, MAFCO. It also happens that their mulch pile is more odorous in the spring which leads to more complaints than normal. As a result, two meetings have been held with MAFCO to discuss the relocation of their mulch pile. The NJDEP has also encouraged MAFCO to relocate the pile. The relocation of the mulch pile would benefit the community and help clearly define the odor source if/when it occurs.

2) **Recent Awards and Recognitions**

Mr. Kricun mentioned that the CCMUA has recently received several awards and/or recognition. Specifically, there are two upcoming awards ceremonies that the Board may wish to attend- 1) NJ Future has awarded the CCMUA and its Green Partners their 2015 Green award for its green infrastructure program in Camden City (June 4<sup>th</sup>, Newark NJ); and 2) SJ Chamber of Commerce has awarded the CCMUA its 2015 Green Award (June 24<sup>th</sup>, Berlin, NJ). The CCMUA has been recognized on several other occasions over the last 60 days- USEPA (Environmental Quality Award), DVRPC (Air Quality) and Camden City (Environmental Hero Award). Ms. DellaVecchia noted that the NJ Future event is worthwhile for those able to attend.

Commissioner Wu asked what criteria was used for the air quality award to which Mr. Kricun explained that the award was given to the CCMUA for two reasons: 1) for the CCMUA's attention to air quality and odor control within the CCMUA and 2) for the creation of the Camden Collaborative Initiative (which includes our partners, USEPA, NJDEP, & the City of Camden). The Collaborative works together to deal with various environmental issues in Camden, including an initiative to try to improve the air quality within the City by encouraging industries to adopt best practices.

3) **CCMUA Biosolids EMS Program maintains Platinum Certification**

**B) Engineering:**

**C) Legal:**

**D) Operations & Maintenance:**

Commissioner Wu asked if the O&M Committee has been formed yet when it is he suggested that the dryers be a priority. Commissioner Bresch indicated that one brief meeting was held to date.

**E) Finance:**

- 1) Voucher Payment Resolutions - Report on Emergency Payments

**II) INFORMATIONAL ITEMS:**

**A) Administration**

- 1) Organizational Chart

**B) Finance**

- 1) Collections Report for April 2015
- 2) Budget Review Report for April 2015

Commissioner MacFarlane noted that the sludge and waste numbers are higher than plan and asked why. Mr. Planamento responded that in reviewing the figures comparing the variance in quantity vs. price, the quantity variance was the issue this month. Mr. Kricun added that the reason for this is that one of the three dryers has been out of service since the latter part of April through present. The repairs to this dryer are expected to be completed next week and the dryer will be back in service. In addition, there was a backlog of sludge from the winter period when the dryers weren't able to process as much sludge. It was also noted that the amount of sludge produced is higher than normal (up from 160 tons to 180 tons). Therefore, the combination of making more sludge and one dryer being out of service has caused this overage.

Chairman Brennan noted that in reviewing the budget, some of the variances are significant- (sludge & waste are over plan) and connection fees are below plan by approximately \$1million and asked if we should we consider revising the budget. Mr. Planamento responded that it may be too early in the year to revise the budget. Last year, we had this same issue and the totals were close to plan because of a good 4<sup>th</sup> quarter with connection fees. The CCMUA tends to receive more connection fees in the latter part of the year (seasonality of construction).

Commissioner MacFarlane asked what "other/administrative costs" include since it is up almost 50%. Mr. Planamento responded that the bulk of that amount is due to bank fees, including the letter of credit fees which are a new cost to the CCMUA.

- 3) Cash Management Report for March 2015

**C) Operations & Maintenance:**

- 1) Del. No. 1 WPCF & Winslow STP- Operations Report (March 2015)

**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-15:5-77, authorizing extension of Contract with Evoqua Water Technologies LLC, Sarasota, Florida for hydrogen sulfide control services in accordance with Specification #14-06. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-77 was adopted.

Mr. Kricun noted that our Solicitor raised an issue with NJ Business Registration form in the bid submitted by Belding Tank. It is Mr. Cornforth's recommendation to table this resolution to allow time to resolve the matter. A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to table Resolution #R-15:5-78, authorizing the execution of an Agreement between the CCMUA and Belding Tank Technologies, Inc., of Belding Michigan for the supply and delivery of sodium hypochlorite tank replacement in accordance with Specification #15-15. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-15:5-78 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-15:5-79, 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-79 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-15:5-80, authorizing award of the Annual General Engineering Services Contract for the Regional Interceptor System to JMT. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-80 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-15:5-81, 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-81 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Burley to adopt Resolution #R-15:5-82, authorizing use of Camden County's 2015 Pool of private investigators. Commissioner Dixon asked why there were no local private investigators on the list considering the mileage expenses that will be incurred. Chairman Brennan suggested this be taken into consideration if/when the need arises. Mr. Kricun noted that the CCMUA has not utilized the services of a private investigator in years and doesn't anticipate the need at this time; it is part of the ongoing program to share services with the County, where if possible and if necessary. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-82 was adopted.

Mr. Kricun noted that the CCMUA has saved a significant amount of money over the last three years (approx \$200,000-\$300,000/year) that it has participated in the SJ Power Co-Op. Although this price is slightly higher than the previous price, it is still a cent lower than what it would have to pay to PSE&G. A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-15:5-83, authorizing participation with the South Jersey Power Co-Operative in conjunction with the County of Camden for the supply and delivery of electric service. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-83 was adopted.

Mr. Kricun noted that this resolution is for a supplemental bond resolution to allow the CCMUA to enter into an agreement with AGM to utilize our debt service to reserve fund for payment of debt service. A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-15:5-84, seventeenth supplemental resolution of the Camden County Municipal Utilities Authority authorizing a credit facility to be deposited in the debt service reserve fund and other matters incidental thereto. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-84 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Burley to adopt Resolution #R-15:5-85, Resolution authorizing the CCMUA to be a co-applicant to a Federal Department of Transportation National Infrastructure Investment Grant Program (a.k.a. TIGER Grant) for infrastructure improvements within the City of Camden. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-85 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Wu to adopt Resolution #R-15:5-86, authorizing a settlement in the Merchantville v. Malik & Son matter. Commissioner Swartz asked for explanation of the settlement amount. Mr. Kricun explained that the CCMUA settled this matter for slightly

less (\$26,962.48) than the amount originally owed (\$29,462.48); the difference was the interest accrued on the account. 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-86 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #R-15:5-87, authorizing an Agreement with Camden County Soil Conservation District for provision of Grant Funding for Green Infrastructure 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-87 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-15:5-88, 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, Burley, Dixon, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:5-88 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-15:5-89, authorizing payment of \$2,398,753.08 for expenses disbursed from various trust accounts. Commissioner Bresch noted that there were payments made for Red Cross first aid classes and asked if the CCMUA has Automated External Defibrillators (AEDs) to which Mr. Cornforth replied we do- one in the Administration building and two at the Main Plant. 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, Burley, Dixon, Kelly, Swartz, Wu - YES  
Commissioner MacFarlane - ABSTAIN  
Chairman Brennan - YES

Resolution #R-15:5-89 was adopted.

A motion was made by Commissioner Swartz to adopt Resolution #R-15:5-90, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters related to contract negotiations. There being no question on the motion, all Commissioner responded "Aye" in favor.

Resolution #R-15:5-90 was adopted.

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The meeting adjourned to Closed Session at 6:35pm.  
The meeting returned to Open Session at 7:11pm.  
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**PUBLIC PARTICIPATION:      NONE**

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Dixon and seconded by Commissioner Swartz. There being no question on the motion, all Commissioners responded "Aye" in favor. The meeting adjourned at 7:11pm.

Minutes of this meeting were approved on 6/15/15

Respectfully Submitted,



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Kim Michelini  
Authority Secretary