

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the April 20, 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 May 18, 2015 Regular Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON APRIL 20, 2015**

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
"	Kelly	-	YES
"	MacFarlane	-	ABSENT
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

**STAFF PRESENT:**

Andrew Kricun, Executive Director	Kim Michelini, Authority Secretary
Marge DellaVecchia, Deputy Executive Director	Alisa Smith, Secretarial Assistant
Wayne Planamento, Chief Financial Officer	
Robert Cornforth, Director of O&M	
Jack Connolly, Director of O&M	

**CONSULTANTS:**

Robert Serpente, D&B/Guarino

**OTHERS PRESENT:**

Lisa Penrod, Degnan & Bateman  
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 Bresch and seconded by Commissioner Wu to adopt the Minutes of the Regular Meeting held on March 16, 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, Wu	-	YES
Commissioner Swartz	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

**PUBLIC HEARING – Revision of Sewer Connection Fee (#R-15:4-58)**

Mr. Kricun stated that this is the public hearing portion of the meeting pertaining to Resolution R-15:4-58, authorizing the annual revision of the sewer connection fees. At last month's Board meeting it was announced that the fee charged would be increasing from the current amount of \$5,119 per EDU to \$5,359 per EDU as calculated by our Chief Financial Officer based on the corresponding State statute formula. If approved by the Board at tonight's meeting, the new rate would go into effect tomorrow, April 21, 2015. A motion was made by Commissioner and seconded by Commissioner to adopt Resolution #R-15:4-58, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-58 was adopted.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

- 1) Environmental Management System- April 2015  
Commissioner Wu asked if the 10 year operating contract with Synagro has been finalized yet and, if so, could he review a copy of it. Mr. Kricun replied that it was and we could make a copy available to him. In addition, Commissioner Wu asked if there was a provision in the contract that called for Synagro to provide a monetary donation to the community and, if this was the case, he had the name of an interested charitable organization. Mr. Kricun confirmed that the contract provides for an annual community donation to be made. Chairman Brennan suggested that Commissioner Wu submit a written statement to the Board for its review regarding the charitable organization.
- 2) USEPA  
Commissioner Kelly suggested that the fact that the CCMUA is the recipient of this and other such awards be made known to others outside the CCMUA. Chairman Brennan stated that Dan Keashen of Camden County Public Affairs did issue a press release last week. There has been good coordination between the CCMUA and Mr. Keashen with such news. The CCMUA will continue to work with the County on press opportunities such as notable awards the CCMUA receives and road and sewer projects to be undertaken in the near future.
- 3) Camden City Earth Day Celebration  
Mr. Kricun advised the Board the CCMUA will be receiving two awards at Camden's Earth Day event tomorrow, April 21, 2015 at the Yorkship School in Camden. Mayor Redd is presenting the CCMUA with an Environmental Hero Award and the Delaware Valley Regional Planning Commission is presenting the CCMUA with an air quality award. All Commissioners are invited to attend.
- 4) NJ Future 2015 Smart Growth Initiative: *(Note: Camden SMART, of which the CCMUA is a member, will receive a Smart Growth award for the work on green & grey infrastructure projects in the City of Camden. If any Commissioners are interested in attending the award ceremony, please let us know.)*
- 5) Issuance of NJDEP Permits to CCMUA, Camden City & Gloucester City  
Commissioner Kelly asked if improvements to the Infiltration and Inflow (I/I) situation will impact the 200MGD requirement in this permit. Mr. Kricun responded that the CCMUA is taking a 6-pronged approach to this issue:
  - 1) The City of Camden passed a water conservation ordinance. The reduction in water usage reduces the amount of sewage discharged to the CCMUA
  - 2) Green infrastructure projects have been implemented throughout the City and some in Gloucester to help reduce stormwater since both towns have a combined sewer system. This will reduce input into the system.
  - 3) Improvements to the City's system will come about through more stringent/best practices requirements for the operations and maintenance of the City's system. This was done through the Operation & Maintenance Contract RFP that was written for the City. These more stringent requirements will help restore the City's system to its original capacity.
  - 4) Reduce I/I in the surrounding suburban communities
  - 5) Capital improvements to Camden and Gloucester City's systems
  - 6) Expand the CCMUA wastewater treatment plant to meet the new wet weather volumetric requirements.

The goal is to implement items 1-5: I/I from the suburban towns, reduce inputs into Camden and Gloucester City's systems through water conservation and green infrastructure, have Camden City's system returned to good function through proper operation and maintenance, and in doing so, the stormwater capacity can be reduced at the wastewater treatment plant.

**B) Engineering:**

**C) Legal:**

**D) Operations & Maintenance:**

Chairman Brennan noted for the record that there will be a monthly meeting among Commissioner Bresch as the liaison to the Board, Commissioner Wu, Mr. Kricun, Ms. DellaVecchia, Mr. Cornforth and Mr. Connolly to discuss various operations and maintenance issues at the main plant.

**E) Finance:**

- 1) Voucher Payment Resolutions - Report on Emergency Payments  
Chairman Brennan asked for explanation of the emergency payment of \$177,300 to Burlington Electric. Mr. Cornforth explained that it was for the replacement of the main tie breaker and

main breaker itself in our PSEG substation. During a routine/scheduled outage, we discovered that the breakers wouldn't close or operate automatically any longer. Two of the three items have been installed. The third installation requires us to temporarily shut down the dryer so we are working with Synagro to coordinate a planned shutdown for the repair.

**II) INFORMATIONAL ITEMS:**

**A) Administration:**

- 1) Organizational Chart

**B) Finance:**

- 1) Collections Report for March 2015
- 2) Budget Review Report for March 2015
- 3) Cash Management Report for February 2015

**C) Operations & Maintenance:**

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

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

A motion was made by Commissioner Bresch and seconded by Commissioner Wu to adopt Resolution #R-15:4-59, concerning an application for an Amendment to the Camden County Wastewater Management Plan. Chairman Brennan noted that this matter concerns the Woodcrest Golf Course and the dialogue between the developer and the Cherry Hill Township. The CCMUA does not want to be in a position whereby it is seen as favoring one side or another. Mr. Kricun worked with Chris Orlando, County Counsel to ensure that the language is aligned with the County's understanding and intent. Commissioner Swartz asked for additional explanation- is the land sewerable and what is the CCMUA's role in this? Mr. Kricun explained that the CCMUA implements and oversees the Camden County Wastewater Management Plan (WMP) for all 37 towns. There are established allocations for each town which then corresponds to the total capacity for our wastewater treatment plant. The WMP has specific guidelines as to what can be sewerable and what cannot. It says an area can be sewerable as long as it doesn't adversely impact environmentally sensitive areas (wetlands); interfere with the regional sewer system (i.e. - installation of a building over our pipelines) and that they are within the allocation that the towns are granted and the town supports the allocation. It is the CCMUA's position that it doesn't interfere with our regional sewer system (pipelines); however there could be wetlands impacted and issues with the allocation. The allocation is left up to the town which means that Cherry Hill must approve the allocation. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-59 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:4-60, authorizing the execution of an Agreement between the CCMUA and Air Products and Chemicals, Inc., for the supply and delivery of Air Products CF-81 carbon filters in accordance with Specification #15-01A. Mr. Kricun noted that our Solicitor has indicated that award is conditioned upon receipt of a Business Registration Certificate from the vendor. Commissioner Wu asked what the carbon filters were used for to which Mr. Cornforth explained that they will be used in the nitrogen plant in the sludge dryer. We've enhanced the existing carbon filter system by installing a second carbon filter that runs in parallel to the first unit. This prevents having to shut down the sludge dryer for maintenance of the filter when 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-60 was adopted.

Mr. Kricun asked that the Board consider tabling this resolution until after discussion in the closed session. A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to table Resolution #R-15:4-61, authorizing rejection of Bids received for Specification #15-07, fabrication and/or installation of structural steel and high and low

pressure pipe work and authorizing Re-Advertisement of Bids. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-15:4-61 was tabled until after closed session.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-15:4-62, authorizing the execution of an Agreement between the CCMUA and Controlex Service Corporation, for the supply and delivery of 10" and 16" liquid rheostats in accordance with Specification #15-12. Mr. Kricun stated that per our Solicitor, award is conditioned upon the CCMUA's receipt of a signed and motorized Stockholder Statement. Commissioner Wu asked for an explanation of the use of these items. Mr. Cornforth explained that these are a part of the variable speed controls within our pump stations. They are large load cells with copper electrodes in a salt water solution and the levels of the water determine how much current can be conducted between the conductors which dictates the speed of the pump. As time goes on, the copper electrode wears away. Mr. Kricun added that we plan on replacing these types of controls, which are outdated, with variable frequency drives. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-62 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Dixon to adopt Resolution #R-15:4-63, authorizing the execution of an Agreement between the CCMUA and Sherwood-Logan & Associates, Inc., for supply and delivery of dried sewage sludge lump breakers in accordance with Specification #15-13. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-63 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Wu to adopt Resolution #R-15:4-64, authorizing the execution of an Agreement between the CCMUA and Alfa Laval Ashbrook Simon Harley, Inc., for the supply and delivery of parts for Ashbrook Acquabelt 3.0 M, Type 96 and Ashbrook Winklepress in accordance with Specification #15-17. Commissioner Wu noted that the amount of the contract to be awarded is significant and asked if it was a sole-source to which Mr. Connolly responded that Ashbrook Simon Harley is the manufacturer and the reason the value is so high is because every part of the belt filter press is included in the specification. It is not anticipated that all listed parts will be purchased. Mr. Kricun noted that the CCMUA spent \$121,000 over the last two years (or approx \$60,000/year). Chairman Brennan suggested that it be more clearly noted to which Mr. Kricun replied that it is noted on the attached memorandum and it can be added to the body of the resolution moving forward. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-64 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:4-65, authorizing entering into an Agreement with Clover IPM Landscape & Maintenance for provision of landscaping services pursuant to a shared services competitive RFP procured with the County 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-65 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Dixon to adopt Resolution #R-15:4-66, regarding the issuance of Bids. Mr. Kricun commended Ms. DellaVecchia on taking the lead and helping the staff and

the County reach a consensus on this matter. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-66 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Kelly to adopt Resolution #R-15:4-67, authorizing use of Camden County's 2015 pool of architects and engineers for the provision of said professional services. Commissioner Dixon asked how and who determines that the professionals are to be part of the pool. Ms. DellaVecchia explained that the County develops an annual RFP for these services. The results are received and reviewed by the Camden County Improvement Authority, the agency who oversees most of the County's capital improvement projects that includes the use of these professionals. A matrix is developed outlining the categories that the professionals are suitable for. If the need arises, agencies, such as the CCMUA, can utilize professionals on this list without having to go out for RFP. The County's procedure is to obtain three quotes from vendors on the list. Mr. Kricun added that the pool is a list of prequalified professionals and that the CCMUA Board would need to approve the use of a vendor on that pool. Ms. DellaVecchia added that there may not be as many opportunities for the CCMUA to utilize the services of the professionals in these pools, however, in the event that we do, the prequalified list is available for us to do so. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-67 was adopted.

A motion was made by Commissioner Kelly and seconded by Commissioner Dixon to adopt Resolution #R-15:4-68, to approve and authorize a Shared Services Agreement with the County of Camden to receive the services of an Equal Employment Opportunity Compliance Officer. Commissioner Dixon asked if additional expenses to the firm handling EEO matter were anticipated as it seems that \$5000/year is not sufficient to handle an investigation from beginning to end for all agencies and the County. Chairman Brennan clarified that County Counsel is representing the CCMUA on such matters and the annual amount may be reviewed and adjusted in future years. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-68 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:4-69, approving final Change Order #4, 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-69 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:4-70, approving final Change Order #3, amending Contract 325 with Pioneer Pipe Contractors, Inc., for changes to the Sicklerville Force Main. Mr. Kricun noted that this entire construction project (7 contracts) has been closed out and there should be no further expenses associated with it. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-70 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:4-71, authorizing the use of the County's Contract for Solid Waste Disposal for screenings from the Delaware No. 1 WPCF.

Mr. Kricun stated that our Solicitor noted that the term of the agreement is as of this date, April 20, 2015 under Section 1 and not March 1, 2015 as stated. This has been corrected. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-71 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Kelly to adopt Resolution #R-15:4-72, authorizing a Grant Agreement with the Trust for Public Land for Green Infrastructure. Chairman Brennan asked for additional explanation to which Mr. Kricun explained that the Robert Wood Johnson Foundation (RWJF) is looking to invest in Camden City. They have partnered with the Trust for Public Lands (TPL) out of Washington, DC. The RWJF is giving the TPL \$62,500 to do green infrastructure work in Camden City to reduce the storm water burden. They need a 50% match from the local entity, the CCMUA. The hope is that if this project goes well, they may offer more grant funding and investment in Camden. Commissioner Swartz asked if it was possible to use the work we've already completed as a credit for the \$62,500 to which Mr. Kricun stated that it must be a new match. It should be noted that the Trust for Public Lands has put in millions of dollars in Washington, DC and New York, so the hope is that if this first project is successful, it will lead to other grant funding opportunities. Chairman Brennan suggested that our in-kind match of \$62,500 include time/wages of CCMUA staff which offsets the total dollars outlaid by the CCMUA. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-72 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Kelly to adopt Resolution #R-15:4-73, 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. Commissioner Bresch asked for more information regarding the \$312,000 paid to Geiger Pump and Equipment for main sewage pump parts. Mr. Connolly explained that as part of our preventative maintenance program, we are re-building the spare pumps and that sewage pump parts are expensive. Mr. Cornforth added that this is the first re-build of pumps at the Gloucester City, Runnemede and Chews Landing pumping stations. Commissioner Bresch also noted that towing expenses seemed high this month to which Mr. Connolly explained that a tractor trailer broke down on the Atlantic City Expressway and the cost for that tow was \$850. Chairman Brennan asked if any other vendors are used for towing beside Flanagan and Beaver Brook. Mr. Cornforth stated that Flanagan was used because they were the authorized vendor for the Atlantic City Expressway and Beaver Brook is used because they were on State Contract. We will check the State Contract list to see who the authorized vendor(s) are and keep that list on file. Commissioner Bresch asked if there is a protocol for how tools are purchased to which Mr. Cornforth and Mr. Connolly responded that there is; a requisition is completed and signed off on by a supervisor and the employee receiving the tool must sign off on receipt of it. 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-73 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-15:4-74, authorizing payment of \$3,439,800.01 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, Dixon, Kelly, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-15:4-74 was adopted.

A motion was made by Commissioner Dixon and seconded by Commissioner Kelly to adopt Resolution #R-15:4-75, authorizing rejection of Bids received for Specification #15-06, supply and delivery of miscellaneous piping items and authorizing Re-Advertisement of Bids. Mr. Kricun noted that there was a bid defect which was reviewed with the

Solicitor and determined to be an acceptable reason to reject all bids and re-advertise. 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, Dixon, Kelly, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:4-75 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Wu to adopt Resolution #R-15:4-76, authorizing that the Authority hold a closed session meeting to discuss legal matters. There were no questions. All Commissioners responded "Aye" in favor.

Resolution #R-15:4-76 was adopted.

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The meeting adjourned to Closed Session at 6:41pm.  
The meeting returned to Open Session at 6:54pm.  
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**PUBLIC PARTICIPATION: NONE**

A motion was made to adopt Resolution #R-15:4-61, authorizing rejection of Bids received for Specification #15-07, fabrication and/or installation of structural steel and high and low pressure pipe work and authorizing Re-Advertisement of Bids. 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, Dixon, Kelly, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-15:4-61 was adopted.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Wu. All Commissioners responded "Aye" in favor. The meeting adjourned at 6:55pm.

Minutes of this meeting were approved on 5/18/15

Respectfully Submitted,



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Kim Michelini  
Authority Secretary