CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the August 17, 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 September 21, 2015 Regular Meeting.

Kim Michelini
Authority Secretary
THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON AUGUST 17, 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:

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Bresch</th>
<th>YES</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Burley</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>Dixon</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>Kelly</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>MacFarlane</td>
<td>YES (by conference call)</td>
</tr>
<tr>
<td></td>
<td>Swartz</td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>Wu</td>
<td>YES</td>
</tr>
<tr>
<td>Chairman</td>
<td>Brennan</td>
<td>YES</td>
</tr>
</tbody>
</table>

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 Michelin, Authority Secretary
Alisa Smith, Secretarial Assistant

CONSULTANTS:
Joseph Carney, Brown & Connery (Solicitor)

OTHERS PRESENT:

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 Bresch to adopt the Minutes of the Regular Meeting held on July 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, MacFarlane, Swartz | YES |
| Commissioner Burley, Wu | ABSTAIN |
| Chairman Brennan | YES |

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:
Chairman Brennan noted that the CCMUA has received information regarding a class action suit against the flushable wipe industry. Mr. Kricun further explained that the law firm Caplin & Drysdale out of Washington D.C. approached the CCMUA two years ago about a possible class action suit on the issues regarding flushable wipes. It was decided at that time to hold off on joining the suit since it was early in the discussions. Currently, the National Association of Clean Water Agencies (NACWA), of which we are a member, is negotiating with the flushable wipe manufacturers industry to have better labeling on these types of products- the product can only be labeled “flushable” if it can pass through both the home and regional or municipal sewer systems. I recommend that the CCMUA now join the class action suit as there is no down side. Chairman Brennan asked Mr. Kricun to obtain more information on this matter for the Legal Committee to review.

Mr. Kricun noted that there was one more issue for discussion not on tonight’s agenda- the Newton Lake. The Board authorized the CCMUA to undertake a study of the Newton Lake on behalf of the County of Camden to determine what could be done with the siltation problem in the lake. A five point plan was developed to address the issue, one component being dredging. Ms. DellaVecchia and I have spoken to the County and let
them know that the next step would be to issue an RFP to procure a consulting engineer to conduct soil samples of the bottom of the lake to see if there is any contamination and to also develop the specs for dredging. The CCMUA agreed to prepare the RFP while the County needs to determine if it has the funds to pay for the design. Depending on their response, we may come back to the Board for input as to whether the CCMUA should pay for the design only. The responsibility of long term dredging costs will also need to be addressed at a later date. Chairman Brennan asked Ms. DellaVecchia to circulate the minutes of the meetings/calls that take place on this issue to the Board members.

A) Administration:
1) Environmental Management System- August 2015
   Commissioner Wu attended the walkway opening that connects the Father Michael Doyle Fishing Pier and Phoenix Park. He noted that not only is there a strong partnership between the CCMUA, USEPA, NJDEP and the County, but there is also one with the Community. He also suggested that the funds set aside for community programs might be used on enhancements for the Phoenix Park; it’s good for the CCMUA to give back to the Community. Chairman Brennan noted that Mr. Kricun and Ms. DellaVecchia are working together on developing a process for evaluating requests for use of the funds for community programs. Regarding the request for contributions toward the literacy program, the CCMUA is prepared to recommend to the Board that a small contribution can be made to the program if the literacy program involves environmental education. Mr. Kricun thanked Mr. Connolly and his staff for their assistance in linking the two parks together on such short notice. In addition, he also thanked Commissioners Wu and Kelly for attending the ceremony.

   Mr. Kricun added that the EPA has selected the CCMUA to be the subject of a public service announcement on community service. The EPA filmed the walkway opening and interviewed a number of the residents and partners regarding our community service efforts. It is a credit to the Board for setting policy and supporting such initiatives.

   Chairman Brennan noted that it was a bit odorous on his arrival at tonight’s meeting. Mr. Connolly explained that he felt the odor was likely from the dried byproduct from the sludge dryer and the high humidity that holds it in place. Mr. Cornforth added that there was a fire last night in a dumpster of nuggets. The fire was extinguished but the dumpster outside to entire that the fire is out completely. This would explain the burnt toast smell that was detected.

2) CCMUA receives Gold Peak Performance Award from NACWA
   Mr. Kricun noted that this was the third consecutive year that the CCMUA was the recipient of the National Association of Clean Water Agencies (NACWA) Gold Peak Performance Award for outstanding effluent/water quality performance.

B) Engineering:

C) Legal:

D) Operations & Maintenance:

E) Finance:
1) Voucher Payment Resolutions - Report on Emergency Payments

II) INFORMATIONAL ITEMS:
A) Administration
1) Organizational Chart

B) Finance
1) Collections Report for July 2015
   Commissioner MacFarlane noted that while salaries & benefits and sludge & waste were higher than plan, there was a significant credit in utilities for Winslow and asked for an explanation as to why. Mr. Planamento explained that salaries and benefits were up due to salary adjustments during the year, overtime and intern. Chairman Brennan asked for an explanation as to the interns to which Mr. Kricun explained that last year and this year, the CCMUA employed 10 high school students from Camden and Pennsauken Vocational/Technical School for 5 weeks. These students work with our partners to learn about environmental issues. The Chairman asked if it was budgeted to which Mr. Planamento replied it was not but will be in 2016 if the program continues. Mr. Planamento noted that benefits are a bit higher this month because of workers comp, specifically, an increase in the number of covered employees.

   Mr. Planamento explained that the credit in electric costs for Winslow was as a result of Atlantic City Electric overcharging the CCMUA for services after the facility was closed. Mr. Kricun added
that Samet Suy of the finance department prepares a reconciliation of the utility bills each month which is then sent to Mr. Cornforth & Mr. Connolly for their review for anomalies. They noticed that the CCMUA was being charged the full rate despite the plant being taken out of service in April 2014. The refund was significant because it was for 16 or so months. Commissioner MacFarlane noted that this shows that the staff is financially responsible.

Regarding the overage in sludge and waste, Mr. Kricun explained that one of the dryers is out of service (shaft repair). A meeting was held with Komline Sanderson regarding the matter and they indicated that the shaft will be installed in November and they’re paying for the repairs. In addition, the warranty ends in December 2015, however, due to the shaft failure, the CCMUA is requiring an extension on the warranty for the 10 year life of the project to which Komline has agreed. Commissioner MacFarlane asked if the percentage of material put through the dryer is down significantly to which Mr. Kricun responded that each dryer takes about 73 tons per day which is 146 tons in total. However, there is no standby should another dryer go down for repair or failure. Should this occur, we lose 73 tons per day of processing through the dryer. Mr. Cornforth added that it is two-fold- 1) the loss of the dryer and 2) we are producing more sludge than the plant has historically produced (approximately 10-15% more). The cake is dryer. Mr. Kricun asked why that is? Mr. Cornforth noted that the effluent is weaker and yet we are pulling more sludge out.


C) Operations & Maintenance:

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:
A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:8-114, authorizing the execution of an agreement between the CCMUA and Gayle Corporation, Malvern, PA for supply of parts for Aurora Pumps in accordance with Specification #15-21. 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
Commissioner Brennan

Resolution #R-15:8-114 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:8-115, authorizing the execution of an agreement between the CCMUA and Keith and Jacqueline Conroy, Inc. D/B/A West Jersey Air Conditioning and Heating Company of Pennsauken, NJ for the maintenance of heating, ventilation and air conditioning (HVAC) systems in accordance with Specification #15-27. Chairman Brennan asked Mr. Carney, the Solicitor, who the CCMUA is doing business with since Keith and Jacqueline Conroy are doing business as “d/b/a” West Jersey Heating & Air Co. Mr. Carney responded that it was his understanding that we are doing business with Keith and Jacqueline Conroy. Commissioner Swartz asked if the CCMUA considered hiring an HVAC specialist to help lessen or eliminate the amount spent (approx $400,000 over 2 years) on a private contractor. Mr. Cornforth responded that such a recommendation has been made several times. Mr. Connolly suggested that if an HVAC specialist was hired, they would be responsible for the basic HVAC duties and more than likely, some more complicated/specialized tasks would still need to be outsourced. Chairman Brennan requested that we investigate hiring a qualified HVAC specialist and at the same time, go with the resolution. In addition, if there is an employee in-house that can perform these duties, we will consider paying them for it. Mr. Connolly noted that there is a Civil Service title available and Mr. Kricun said that the list could be requested. 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
Chairman Brennan

Resolution #R-15:8-115 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:8-116, authorizing rejection of bids received for Specification #15-25, environmental laboratory testing of liquid, solid and
semi-solid sludge, influent and effluent wastewater, industrial wastewater, groundwater monitoring and bioassay monitoring and authorize re-advertisement of bids. Chairman Brennan asked for additional explanation as to why all bids were being rejected to which Mr. Kricun explained that each of the four responses had a fatal defect with their bid. Our Solicitor reviewed this matter and determined that each bid submitted had a fatal defect and therefore, all bids had to be rejected. Commissioner Bresch asked if there was a problem with the bid form to which Mr. Cornforth replied that it was likely due to the switch in the bid boilerplate as the contractors are not used to this new format. 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  
Chairman Brennan  
-  
-  
YES  
YES

Resolution #R-15:8-116 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-15:8-117, authorizing the execution of an agreement between the CCMUA and Unlimited Technology of Chester Springs, PA for the migration of the existing CCURE 800 System Hardware and Software (CCMUA’s Security Access System) to the latest version of the CCURE 9000 in accordance with Specification #15-19. Commissioner Bresch asked Mr. Cornforth what CCURE is for to which Mr. Cornforth explained that CCURE is the access control system used by employees. The system currently used was installed before 9/11 and the technology is now obsolete and no longer supported. Therefore, a new version of the software and hardware will be installed. 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  
Chairman Brennan  
-  
-  
YES  
YES

Resolution #R-15:8-117 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:8-118, authorizing an extension of existing shared services agreement permitting Gloucester Township Municipal Utilities Authority to utilize services of a C-4 Licensed Sewer Collection System Operator employed by the Camden County Municipal Utilities Authority. Commissioner Swartz asked if there was any update from last month regarding discussions with GTMUA on this matter. Mr. Kricun replied that he has not had any further conversations with them. 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  
Chairman Brennan  
-  
-  
YES  
YES

Resolution #R-15:8-118 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Bresch to adopt Resolution #R-15:8-119, amending the residency policy of the Camden County Municipal Utilities Authority. Commissioner Dixon asked for clarification on this resolution to which Mr. Kricun explained that the CCMUA has a residency policy that requires all employees to be a Camden County resident. The CCMUA wishes to change its current policy and conform with the County’s policy in that employees must reside in the State of NJ. Commissioner Dixon noted that there was appeared to be conflicting information regarding the residency policy as presented in this resolution. As a result, Chairman Brennan suggested that this resolution be tabled until next month to allow time to clarify how the policy will be applied. There being no further question a motion was made by Commissioner Kelly to table the Resolution. All Commissioners responded “Aye” in favor

Resolution #R-15:8-119 was tabled.

A motion was made by Commissioner Bresch and seconded by Commissioner Dixon to adopt Resolution #R-15:8-120, authorizing a Shared Services Agreement with the County of Camden for the provision of supplemental legal services. Commissioner Swartz asked if there was the annual stipend was paid in the last shared service agreement to which Mr. Kricun responded that it was also a part of the last shared services agreement. 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  
Chairman Brennan  
-  
-  
YES  
YES
Resolution #R-15:8-120 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Bresch to adopt Resolution #R-15:8-121, authorizing the execution of an easement agreement with NJ American Water Company at the site of the CCMUA's Haddon Heights Metering & Sampling Station. 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-15:8-121 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-15:8-122, ratifying approval of expense vouchers as approved by the Executive Director under authorization granted by CCMUA and Resolution #R-97:3-60, dated March 17, 1997. Commissioner Dixon asked for clarification on the payment for drug/alcohol testing - is it done on an on-going/periodic basis or upon hire only to which Mr. Kricun responded we do both - upon hire and on a random basis during the course of the year. Commissioner Dixon also asked for clarification regarding the payment to Camden County College for security services. Mr. Cornforth explained that as part of a shared services agreement with the College, they provide security services for our 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, MacFarlane, Swartz, Wu
- YES
Chairman Brennan
- YES

Resolution #R-15:8-122 was adopted.

A motion was made by Commissioner Kelly and seconded by Commissioner Bresch to adopt Resolution #R-15:8-123, authorizing payment of $2,285,341.77 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, Burley, Dixon, Kelly, Swartz, Wu
- YES
Commissioner MacFarlane
- ABSTAIN
Chairman Brennan
- YES

Resolution #R-15:8-123 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Dixon to adopt Resolution #R-15:8-124, approving Change Order No. 2, amending contract with Mount Construction for Phoenix Park. Chairman Brennan noted that this is the final change order on this project to which Mr. Kricun agreed. 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-15:8-124 was adopted.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Burley and seconded by Commissioner Wu. All Commissioners responded "Aye" in favor. The meeting adjourned at 6:35pm.

Minutes of this meeting were approved on 9/21/15

Respectfully Submitted,

[Signature]
Kim Michellini
Authority Secretary