

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the June 20, 2016 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 July 18, 2016 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING HELD ON JUNE 20, 2016

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 | - | YES |
| " | Cuffee | - | YES |
| " | Dixon | - | YES |
| " | Kelly | - | YES |
| " | MacFarlane | - | YES |
| " | Swartz | - | YES |
| " | Wu | - | YES |
| Chairman | Brennan | - | YES |

STAFF PRESENT:

Andrew Kricun, Executive Director
Wayne Planamento, Chief Financial Officer
Robert Cornforth, Director of O&M
Jack Connolly, Director of O&M
Len Gipson, Asst. Director of O&M

Scott Schreiber, Budget Officer
Alisa Smith, Secretarial Assistant

CONSULTANTS:

Mark Asselta, Brown & Connery (Solicitor)

OTHERS PRESENT:

Marge DellaVecchia, Camden County 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 17, 2016 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 Burley and seconded by Commissioner Bresch to adopt the Minutes of the Regular Meeting held on May 16, 2016. 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, Burley, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- June 2016
Commissioner Bresch asked for a status update on the sludge dryer. Mr. Kricun explained that the dryer is back in service, however, the dryer recently put back into service is not yet working at full capacity, but the three dryers are taking all of the sludge produced. The staff is working to determine the issue with Dryer #3. Commissioner Bresch asked if the dryers were still under warranty to which Mr. Kricun indicated that they are. If it turns out to be the check valves, which is a possibility, then it is a maintenance issue under Synagro's contract so there would be no marginal cost to the CCMUA.

Mr. Kricun noted that the value engineering session was completed for the digester and the plans and specifications are due to be submitted to NJDEP by June 30, 2016. The air permit will also be issued on the 30th. A meeting is scheduled with NJDEP On June 21st to discuss the financing approvals. Tonight's agenda includes a resolution prepared by CCMUA Bond Counsel regarding the financing of various projects, including the digester.

Mr. Kricun introduced Len Gipson of the O&M Department. Mr. Gipson is the Assistant Director of O&M and is Mr. Connolly's replacement when he retires. Mr. Gipson worked for many years at the Philadelphia Water Department operating their wastewater treatment

plant which is a larger, more complex, version of the CCMUA's facility. The CCMUA is glad to have Mr. Gipson on staff.

- 2) Assignment of SED Contract Compliance/Affirmative Action duties to Kim Michelini

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 May 2016
- 2) Budget Review Report for May 2016

Commissioner MacFarlane asked if the budget accruals reported were through the end of May 2016 to which Mr. Planamento confirmed they were. Commissioner MacFarlane asked for a status of budget v. actual to which Mr. Planamento responded that the CCMUA is ahead of budget at this time noting that utilities (gas and electric) have been significantly under budget. Mr. Kricun added that at this time, the CCMUA is ahead of budget by \$500,000 or so.

Mr. Kricun noted that the audit of Fiscal Year 2015 was completed and discussed with the Finance Committee. There were some recommendations, but no findings. He commended Mr. Planamento, CFO and Scott Schreiber, Budget Officer for their efforts. A draft copy of the audit was distributed to the Commissioners for their review. A resolution will be presented at the July meeting for the Commissioners to act upon. Chairman Brennan added that it was suggested that the CCMUA may not be fully realizing connection/sewer use revenue and will be hiring an accountant to work on this issue. In addition, the accountant will be responsible for inventory control.

- 3) Cash Management Report for April 2016

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF & Winslow STP- Operations Report (April 2016)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

Mr. Kricun thanked Commissioner Dixon for her many years of service and good work, especially during the late 1990's when privatizing the CCMUA was a real possibility. A luncheon has been scheduled on June 27th to honor both Ms. Dixon and Ms. DellaVecchia, who recently retired from public service after 25 years. Chairman Brennan added his thanks for Ms. Dixon's guidance in helping the CCMUA navigate through some very difficult times. A motion was made by Commissioner Burley and seconded by Commissioner Swartz to adopt Resolution #R-16:6-81, commending Doreen A. Dixon for her service as CCMUA Chairwoman and Commissioner. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-16:6-81 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-16:6-82, authorizing execution of an agreement with the United States Geological Survey for the renewal of stream monitoring services for the Great Egg Harbor River Basin. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-82 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-16:6-83, authorizing award of the annual bond counsel services contract to Obermayer Rebmann Maxwell & Hippel. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-83 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-16:6-84, authorizing a contract amendment to CDM Smith for development of the NJDEP-required Long Term Combined Sewer Overflow Control Plan. Mr. Kricun explained that the reason for the change order was due to additional information being requested by NJDEP and a side study regarding Camden City's flooding problem. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-84 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Burley to adopt Resolution #R-16:6-85, authorizing a contract amendment to Remington & Vernick (R&V) for Camden City water and sewer contract oversight services. Chairman Brennan asked Mr. Kricun if the change order was negotiated and if he recommended it to which Mr. Kricun replied yes it was a negotiated amount with R&V, which he did recommend. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-85 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Kelly to adopt Resolution #R-16:6-86, authorizing the use of the New Jersey Civil Service Commission title Machinist. Chairman Brennan asked if the title was being added to conform with the work being performed to which Mr. Kricun responded that it was. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-86 was adopted.

Mr. Kricun explained that after discussions with the CCMUA Solicitor, it is recommended that this resolution be tabled until the July meeting. The Solicitor observed that there was some missing documentation from the bid and additional time was needed to obtain it from the bidder. The contractor agreed to an extension of the bid. Commissioner MacFarlane asked if there was concern in delaying award of the bid to which Mr. Cornforth replied, no. Mr. Asselta noted that the information to be obtained concerns ownership and once it is received, a determination can be made as to whether the bid can be awarded or must be rejected. A motion was made by Commissioner Kelly and seconded by Commissioner Wu to table Resolution #R-16:6-87, authorizing the execution of an agreement between the CCMUA and JWC Environmental, Inc. of Costa Mesa, CA for the repair of JWC "Channel Monster" grinders located at various Authority pump stations in accordance with Specification #16-06. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
|---|---|-----|

Chairman Brennan - YES

Resolution #R-16:6-87 was tabled.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-16:6-88, authorizing the execution of an agreement between the CCMUA and Barry Arnold of Atco, NJ for quarterly inspection, testing, repair and reporting of backflow preventers in accordance with Specification #16-07. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu - YES
Chairman Brennan - YES

Resolution #R-16:6-88 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Kelly to adopt Resolution #R-16:6-89, authorizing the execution of an agreement between the CCMUA and Corrosion Products & Equipment of Rochester, NY for supply and delivery of mechanical seals for Moyno Progressive Cavity Sludge Pumps in accordance with Specification #16-08. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu - YES
Chairman Brennan - YES

Resolution #R-16:6-89 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to adopt Resolution #R-16:6-90, authorizing the Camden County Municipal Utilities Authority to renew its membership in the Camden County Insurance Fund Commission. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu - YES
Chairman Brennan - YES

Resolution #R-16:6-90 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Burley to adopt Resolution #R-16:6-91, authorizing an agreement with Atlantic County Utilities Authority for Sludge Disposal Services. Commissioner MacFarlane asked how often the CCMUA uses ACUA for sludge disposal to which Mr. Connolly replied "every day right now." Mr. Kricun noted that ACUA is currently hauling/disposing of the CCMUA's backlog of sludge. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu - YES
Chairman Brennan - YES

Resolution #R-16:6-91 was adopted.

Mr. Kricun noted that Resolution #92 was prepared by the CCMUA Bond Counsel for financing of the digester, green and grey infrastructure projects and improvements to the headworks at the CCMUA's sewage treatment facility in Camden. A motion was made by Commissioner Swartz and seconded by Commissioner Kelly to adopt Resolution #R-16:6-92, authorizing the issuance of not exceeding \$56,430,000 County Agreement Subordinate Bonds (Series 2016) 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. Chairman Brennan asked for clarification regarding the cost. Mr. Kricun explained that all of the projects listed will cost approximately \$50 - 60 million, but have not yet been bid. A bond resolution is required and the projects will be funded through the NJ Environmental Infrastructure Trust. The loan will be financed over 30 years at a low interest rate. The O&M savings will exceed the debt service payments so there will be a net cost benefit to 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, Burley, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-92 was adopted.

Mr. Kricun noted that this resolution was discussed with the Legal Committee. This resolution was tabled previously as there were defects in some of the bids received. Additional information was received which was reviewed by the CCMUA Solicitor. The Solicitor and Legal Committee recommend that rather than reject all bids, a contract be awarded to the second low bidder, Ed Kurth & Sons, who was the lowest responsive bidder, in the two year amount of \$505,909.00. A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-16:6-93, authorizing the execution of an agreement between the CCMUA and Ed Kurth & Sons, Inc. for maintenance and repair of boilers and boiler systems in accordance with Specification #16-02. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-93 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Kelly to adopt Resolution #R-16:6-94, 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-94 was adopted.

A motion was made by Commissioner Kelly and seconded by Commissioner Swartz to adopt Resolution #R-16:6-95, authorizing payment of \$2,784,379.73 for expenses disbursed from various trust accounts. Mr. Kricun noted that during the Project Committee meeting there was a decision to hold the payment to Edward Kurth & Sons in the amount of \$208,000 to allow for additional research and review. This modification was approved by Commissioners Kelly & Swartz, who made the initial motion. 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, Cuffee, Dixon, Kelly, MacFarlane, Swartz, Wu | - | YES |
| Chairman Brennan | - | YES |

Resolution #R-16:6-95 was adopted.

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 Cuffee. All Commissioners responded "Aye" in favor. The meeting adjourned at 6:23pm.

Minutes of this meeting were approved on 7/18/16

Respectfully Submitted,



Kim Micheline
Authority Secretary