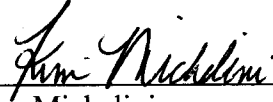


CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the February 19, 2013 Reorganization 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 18, 2013 Regular Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY MINUTES OF THE ANNUAL REORGANIZATION AND REGULAR MEETING HELD ON FEBRUARY 19, 2013**

The Reorganization Meeting of The Camden County Municipal Utilities Authority was called to order by Chairwoman Dixon 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 Biondi	-	ABSENT
" Brennan	-	YES
" Bresch	-	YES
" Burley	-	YES
" Engelbert	-	ABSENT
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairwoman Dixon	-	YES

**STAFF PRESENT:**

Andrew Kricun, Executive Director  
 Laurence E. Rosoff, Solicitor  
 Wayne Planamento, Chief Financial Officer

Robert Cornforth, Director of O&M  
 Kim Michelini, Authority Secretary  
 Alisa Smith, Secretarial Assistant

**CONSULTANTS:**

Bob Serpente, D&B/Guarino  
 Jose Calderon, T&M Associates  
 Ron Curcio, Adams, Rehmann & Hegan

**OTHERS PRESENT:**

None

Chairwoman Dixon 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.

Chairwoman Dixon stated that before we begin the Oaths of Office for appointments and reappointments, I wanted to take a moment to make a few remarks. It should come as no surprise that she will not seek re-appointment to another term as Chairwoman of the MUA Board. It has been 14 years; I was ready to go last year but I took one more ride around the park to get to where we are now. Someone once said to me that the chairperson of the MUA doesn't have any special power but I beg to differ with that statement. Certainly anyone who sits as Chair requires leadership and with leadership one looks to pull out the best that people have to offer to ensure that the goals and mission of the organization are achieved. You want to leave what you started with better than you found it and I think that in the past 14 years, under my leadership and that of the Board of Commissioners, we have done just that. It is a tribute to the staff and the management team that the CCMUA went from being an entity that was under criticism and possible privatization to one that is now an award winning Authority, both nationally and internationally. Being the Chair has had its highs and lows, but I have met a lot of great people in terms of the Commissioners and staff. When I first came to the CCMUA, the only thing I knew about wastewater was that when I flush my toilet, it left my home. Now I know much more than I ever thought I would know about wastewater treatment. Certainly, we have been a responsible Authority in protecting the environment so that Camden County can be proud of the water/wastewater system we have. With that, I want to thank all of you that have supported me over the years that I have been Chair. I have served with three Executive Directors, several Authority Secretaries, and several Commissioners in this journey and while I am not leaving the Board, only the Chair, I look forward to working with the new Chair to transition to continue to take the CCMUA to the very next level. Thank you again.

**REORGANIZATION:**

Oath of Office to appointed and reappointed members of the Board of Commissioners:

Appointment- none  
Reappointment- KK Wu was asked to come forward. Mr. Rosoff administered the Oath of Office to Mr. Wu. Commissioner Wu thanked Commissioner Dixon for her leadership and added that the Authority has continued to improve over the last 5 years.

A motion was made by Commissioner Burley and seconded by Commissioner MacFarlane to Open Nominations for Chairperson. Commissioner Bresch nominated Michael Brennan for the position of Chairperson which was seconded by Commissioner Swartz. 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 Brennan	-	ABSTAIN
" Bresch	-	YES
" Burley	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairwoman Dixon	-	YES

Resolution #R-13:2-11 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to open nominations for Vice-Chairperson. Commissioner Bresch nominated James MacFarlane which was seconded by Commissioner Swartz to adopt Resolution #R-13:2-12, 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 Brennan	-	YES
" Bresch	-	YES
" Burley	-	YES
" MacFarlane	-	ABSTAIN
" Swartz	-	YES
" Wu	-	YES
Chairwoman Dixon	-	YES

Resolution #R-13:2-12 was adopted.

Mr. Rosoff administered the Oath of Office to Commissioner Brennan, Chairman and Commissioner MacFarlane, Vice-Chairman. Chairman Brennan asked Commissioner Dixon to chair the meeting. He added that he has been around a long time and has had a speckled history with the CCMUA, the CCMUA Board is revered and the product is honorable and efficient. I know that this is because of the leadership demonstrated by Doreen Dixon and the efforts of the CCMUA Commissioners here and before.

Resolution #R-13:2-13, electing a TREASURER will be acted upon at the March 18, 2013 Board Meeting.  
Resolution #R-13:2-13 was tabled.

**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 January 22, 2013. 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES

The motion was carried.

**PUBLIC COMMENT ON PROPOSED RESOLUTIONS:**

None

**OLD BUSINESS:**

None

**EXECUTIVE DIRECTOR'S REPORT:**

I) ITEMS FOR DISCUSSION:

A Administration:

Commissioner Bresch requested a status update as to Mr. Herbert Phoenix's account/billing concerns (he attended the January meeting). Mr. Kricun stated that Mr. Phoenix did not reach out to the CCMUA after the Board meeting and share his concerns regarding billing concerns. The Billing Department did research the accounts and found several that are presumed to be his accounts; however, they did not perceive anything to be wrong with those accounts. Mr. Kricun suggested that we send Mr. Phoenix a letter to close out the issue and to give him another opportunity to let us know if there is a problem with the accounts.

1 Environmental Management System – February 2013 Report

Commissioner Bresch asked for a status update on the sludge dryer. Mr. Kricun stated that he is frustrated with the lack of progress since it appears that the dryers have been taking less sludge than before, 60 to 70%. I am meeting with Komline Sanderson on Thursday of this week to get their perspective on the status of the dryers and will be meeting with the entire group, O&M, Synagro, and Komline Sanderson on the 26<sup>th</sup> to further discuss the issues. The planned upgrades are moving forward, including the installation of the strain presses and controls associated with that. Presumably, that will improve things, but the question is will it improve things enough? What concerns me is that it does not appear that Komline Sanderson has an alternative plan should the strain presses not work. I've talked to Synagro who has given me a proposal containing their suggestions. I am not willing to wait for just the strain presses, which should improve things, but I am trying to force the issue. Commissioner Bresch asked if the strain presses were still 6 months away from completion to which Mr. Kricun responded that it is likely that they will be complete sometime this summer. Commissioner Bresch noted that the performance appears to be better in the summer months as opposed to the winter months and hoped that the performance test would be delayed to include both seasons. Mr. Kricun agreed, noting that we may hold the performance bond for six months after the performance test so that the dryers are operational through a full year of seasons. The dryers were designed with a lot of redundancy. It is because Komline did not study our sludge sufficiently enough that we are facing these problems. The dryers were designed to get 220 tons compared to the 160 tons we generate. It was designed to take all of our sludge with room to spare. With the improvements, it should be able to take all of our sludge. Each dryer can take the full amount, 73 tons/day, over a period of time, but systemically they cannot take the total amount of sludge. I suspect that it is not the dryer as much as it is the solids handling systems downstream of the dryers which may be too expensive of a fix, which Komline may be trying to avoid.

Chairman Brennan addressed Mr. Rosoff, asking if we anticipated litigation and if so, should he be intimately involved in the meetings. Furthermore, he added, how much should be discussed in open session regarding our suspicions on this matter. Mr. Rosoff agreed, stating that he was available whenever Mr. Kricun asked. Mr. Kricun noted that the matter had previously been discussed in closed session, however, since we entered into an interim settlement agreement with Komline, where they acknowledged the dryer had not succeeded (copy to be provided to Chairman Brennan), discussions have taken place during the regular open meeting. He agreed that we should be mindful of potential

litigation in case they can't meet the performance requirement and we have to call the bond.

Commissioner Burley noted that the report also indicated that there were two reports of odor complaints and asked if they were related to the problems with the dryer. She also asked if we thought there would be more odor complaints with the summer months ahead. Mr. Kricun believed that they were related since the dryers are not taking all of our sludge and less than they had been previously, so we were hauling more sludge. This means that the sludge is hitting the open air and as a result, there is more of a potential for odor complaints. I am not sure what we can do until we get all the sludge through the dryer. There are three goals:

- Ensure that the strain press installation succeeds and takes all of our sludge by the summer
- Do whatever is necessary and possible in the interim to improve the performance of the dryers so that we can get back to the 80-90% mark that we were at previously
- Have a Plan B in place in case the strain presses do not work

There are two possibilities, it is a seasonal problem or there is something wrong with the dryers because for four months steadily they were taking all of the sludge. If it is a seasonal problem, the season will be in our favor because it will be warm again. If not, then something has changed, either operationally or mechanically that we have to find and resolve.

Commissioner Swartz asked if we were sure if the odor is coming from the CCMUA and not some other facility, such as MacAndrews and Forbes. Mr. Kricun stated that he has smelled both the CCMUA and MacAndrews. The hope is that once we resolve our odor issues, we work with other facilities in the area to try to resolve their odor issues.

Commissioner Wu said that we made a commitment to no odor complaints in a 12 month period. At this point, it had seemed that we may be able to accomplish this since we went four months without complaint, however, now the problems with the dryer have me concerned. Mr. Kricun agreed saying that we are hauling 2-3 truck loads a day of sludge which increases the opportunities for odor complaints to occur. Commissioner Wu asked Mr. Kricun what he meant by design defect. Mr. Kricun clarified that he meant that there could be an incompatibility between their dryer and our sludge and they didn't design the dryer to handle a wide enough range of sludge quality and type. The reason appears to be the presence of fiber in the sludge and the purpose of the strain presses is to remove the fiber. With the installation of the temporary strain presses, we saw an increase in the sludge dryer performance from 40 to 80/90% of sludge taken. Mr. Kricun noted that he will update the Board after the February 21<sup>st</sup> and 26<sup>th</sup> meetings.

2 CCMUA and the Camden County Green Team members receive Sustainable Jersey's Best Collaborative Effort Award

Mr. Kricun stated that on January 28<sup>th</sup>, the CCMUA received an award for Sustainable Jersey Best Collaborative Effort Award.

3 CCMUA Receives Governor's Excellence Award

Mr. Kricun noted that on January 28<sup>th</sup> the CCMUA received the Governor's Excellence Award for its collaboration with its other partners to tackle the flooding problems in Camden by building rain gardens and other initiatives to reduce the flooding.

4 PKF Mark III Construction Claim- Procurement of Construction Claims Attorney

5 Shared Services Agreement with Camden County College for security guard services

Commissioner Burley asked what would happen to our present guard once we enter into an agreement with the College for security guard services. Mr. Kricun explained that it is our understanding that the College will retain those that our supervising guard has identified as worthy of retention.

6 EPA announces the new Camden Collaborative Initiative

Mr. Kricun noted that the Camden Collaborative Initiative is a new and exciting opportunity. In response to cutbacks in grant opportunities, the USEPA began a new program which I applied for back in August of 2011. The idea is that instead of grant funding, EPA offers resources, collaboration and brainstorming. It was suggested that Camden would be a great candidate for this initiative. On January 24<sup>th</sup>, the USEPA Regional Administrator announced that Camden was selected for this program. The

Collaborative Initiative will consist of the USEPA, the NJ Department of Environmental Protection (NJDEP), the CCMUA, the City of Camden and also Cooper's Ferry Partnership, the main non-profit in the City. The idea is to also attract other agencies to assist in this collaboration. The NJ Conservation Foundation and the Nature Conservancy have already agreed to assist. Other agencies such as Campbell's Soup, Rutgers, the NJ Tree Foundation and HUD may sign on. The idea is not to just approach water problems but to take a comprehensive look at all of Camden's environmental and social issues and try to brainstorm solutions to tackle such things as air emissions and contaminated sites. For example, the purpose of the rain garden park was to demonstrate that a contaminated site (old gas station) could be converted into a rain garden park which not only beautifies the landscape but helps with the flooding issues in Camden. I'll report more to the Board as the program progresses.

Commissioner Wu suggested that we pass along his good news type of information along to our customers via a billing insert. Mr. Kricun noted that this information can be found on our website but we will make sure to include this information in the next billing cycle.

- 7 CCMUA's Best Practices Praised in a New Industry-Wide Utility of the Future Initiative  
Mr. Kricun advised the Board that on February 4<sup>th</sup>, the US Environmental Protection Agency (USEPA), the National Association of Clean Water Agencies (NACWA), and the Water Environment Federation (WEF) issued a joint report called the Utility of the Future Initiative which was submitted to the US Congress. This report consisted of 10 case studies from the entire country, and the CCMUA was the first case study. In addition, the CCMUA was the only agency to be featured twice in this report. This report identifies the best practices of the water and wastewater industry. The Board and staff should be very proud of this recognition.

B Engineering:

- 1 Construction of New Cross Keys Force Main – Change Order to P&A Construction for construction of a portion of the Atlantic Basin Interceptor project
- 2 Construction of New Sicklerville Pumping Station- Change order to Lattimer & Sons for construction of a portion of the Atlantic Basin Interceptor project
- 3 Agreement with Berlin Borough for a capacity allocation modification & I/I reduction
- 4 Award of Agreement with Aquatic Sciences for PCB monitoring

C Legal:

D Operations & Maintenance:

E) Finance:

- 1 Voucher Payment Resolutions - Report on Emergency Payments

II) INFORMATIONAL ITEMS:

A Administration

- 1 CCMUA Organizational Chart – as of February 1, 2013

B Finance:

- 1 Collections Report for January 2013
- 2 Budget Review Report for January 2013

Commissioner MacFarlane noted that the sludge and waste numbers appear to be on budget. Mr. Cornforth stated that we are at this point, however it is early in the year and these numbers won't likely hold. He added that we currently have approximately 1000 tons (versus our normal 200 tons) in the storage building and have called in an outside hauler to help remove the sludge from the storage building. The longer the sludge remains in the storage building the greater the opportunity for odor complaints. Commissioner MacFarlane commented that we should be saving money so the dyer issue needs to be addressed quickly. Mr. Cornforth stated that our current hauler is at capacity as of today and our next sludge hauler was put out of business by Hurricane Sandy, so we are out of options on our existing vendors. Commissioner MacFarlane asked where we stood with

Gloucester County to which Mr. Kricun replied that he spoke with the Gloucester County Utilities Authority Executive Director last week. They are in need of more sludge since they need revenue. They agreed to reduce the price from \$78 to \$66 in order to take more sludge. A meeting will be scheduled to discuss the particulars of how we can match our trucking abilities to their receiving schedule. Ideally, I'd like to take all of our sludge there since it is cheaper to do so. In addition, Komline Sanderson has paid us approximately \$2 million in sludge disposal and operating costs out of their pocket. In a sense this represents liquidated damages already.

3 Cash Management Report – December 2012

C Operations & Maintenance:

1 Del. No. 1 WPCF & Winslow STP-Operations Report (Dec 2012)

**NEW BUSINESS:**

Mr. Kricun proposed that a resolution commending Chairwoman Doreen Dixon's 14 years of service as the Chair of the CCMUA during which we went from an agency that was a prime candidate for privatization to a nationally recognized best in class wastewater utility. The motion was made by Commissioner Brennan and seconded by Commissioner Swartz to adopt Resolution #R-13:2-36, commending Doreen A. Dixon. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-36 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-13:2-14, authorizing the Executive Director to advertise for bids for various items during FY 2013. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

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

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:2-15, designating schedule of meeting dates for the succeeding twelve months as required under the Open Public Meetings Act. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-15 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:2-16, designating the Custodians of and establishing an Impress (Petty Cash) Fund. 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
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-16 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Wu to adopt Resolution #R-13:2-17, designating two newspapers to receive notices. 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
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-17 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-13:2-18, designating Banks of Depository for Investments. Commissioner Brennan suggested that on Resolutions 18, 19, 20 and 21, that consideration be given to local banks. There are some banks that are housed primarily in Camden County that may serve a purpose for us other than bidding on our CD's. In full disclosure, I have stock in Colonial Bank and TD Bank. Mr. Kricun replied that there is no harm in exploring the addition of other banks as long as they are equal or competitive. We will do that and report back to the Board. 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
"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-18 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-13:2-19, designating a Bank of Depository for its funds. 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
"	Dixon	-	YES
"	MacFarlane	-	YES



	"	Swartz	-	YES
	"	Wu	-	YES
Chairman		Brennan	-	YES

Resolution #R-13:2-19 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:2-20, designating a Bank of Depository for User Revenue. 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
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-20 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #R-13:2-21, 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
"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-21 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:2-22, authorizing the execution of purchase orders between the CCMUA and vendors under the New Jersey State Cooperative Purchasing Program FY 2013. 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
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-22 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:2-23, authorizing a contract extension, 2<sup>nd</sup> and final one year option, with Office Basics through the Camden County Cooperative Pricing System, Camden County Bid A-51/2010 System Identifier #57-CCCPS. Commissioner Swartz stated that the goal is to try to save dollars in utilizing these co-ops and asked if we have audited this or other co-ops to determine how much money has been saved by utilizing these purchasing co-op programs. Mr. Kricun replied that we have not on this particular one, however we can look into it. Commissioner Brennan noted that it may be that some of our other cooperative ventures may not be economical and Commissioner Swartz' suggestion to study them is a good one. It may be that others are not aware that a particular cooperative is not economical. 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-23 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:2-24, authorizing purchases for industrial and commercial equipment & supplies-catalogue sales with various vendors via extension through County of Camden Adoption of Somerset County, NJ Contract #CC-0065-12, Co-operative Pricing Bid #2-SOCCP. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-24 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Wu to adopt Resolution #R-13:2-25, authorizing the execution of an agreement between the CCMUA and Buckman's, Inc., Pottstown, PA for supply and delivery of sodium hypochlorite solution in accordance with Specification #12-29. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-25 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Burley to adopt Resolution #R-13:2-26, approving an agreement with the Borough of Berlin for a capacity allocation modification and implementation of an infiltration/inflow reduction program. Commissioner Bresch asked what was Berlin Borough adding onto. Mr. Kricun explained that the Borough was out of capacity and on sewer ban. They requested an increase in their flow allocation. We only grant such requests to any towns in the past if they do infiltration and inflow removal because our service agreement does not allow us to force any town to do it, so this is the only way to get towns to do infiltration and inflow removal. Infiltration and inflow is the ground water and rain water that leaks into the pipes. For example, a town might have 800,000 gallons per day during dry weather but during wet weather, they have 1.2 million gallons. This additional flow is from illegally hooked up sump pumps, leaky pipes, rising ground water, holes in manhole covers, etc. This increase in flow increases their pumping costs, our pumping costs and our treatment costs. We can't force them to do it, but we can, when requests are received, ask that they agree to do it as an exchange. The way the agreement works is that the towns have one year to have a professional engineer develop a report identifying the best opportunities to reduce their infiltration and inflow. They will have two years to implement that plan. Commissioner Swartz asked if there is a dollar amount associated with the additional flow we will be receiving to which Mr. Kricun replied that the treatment plant's current flow intake is about 58 MGD, while the capacity is 80 MGD. The marginal costs to

treat the extra gallons is low because of declining economies of scale, however, the additional revenue associated with the increase in connections fees remains the same. Therefore, the difference between our revenue and our costs is increasing. 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-26 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Bresch to adopt Resolution #R-13:2-27, authorizing execution of an agreement with Weir and Partners for the provision of legal services related to construction claims. Chairman Brennan suggested that the Solicitor advise the Legal Committee as to the maximum amount to be spent on this agreement. Mr. Kricun replied that the resolution indicates that the maximum is \$50,000 and that we will come back to the Board if we exceed that amount. In addition, Chairman Brennan suggested that the Solicitor attend the mediation sessions that may be scheduled. Commissioner Wu asked what criteria were used to select one firm over another. Mr. Kricun stated that an RFP was issued where we indicated that we wanted the best combination of price and expertise. We received five responses. The RFP Committee, which consisted of Bob Cornforth of our O&M Department and Katherine Wade of our Legal Department and myself, reviewed the RFPs and it appeared that the expertise of all of the respondents were about equal. We were all familiar with one or more of the firms and the experience appeared to be similar so it boiled down to pricing which Weir and Partners were approximately 10% lower. Commissioner Wu indicated that fee is not always the critical factor. Mr. Rosoff added that he reviewed the RFPs, but recused himself from the Committee because he knows one of the principals of the firms that submitted a proposal. He will monitor the mediation process and keep the Executive Director and Board advised accordingly. Commissioner Swartz suggested approving more than one firm based on qualifications so as to have a pool of professionals to pull from. Mr. Rosoff added that we were delayed in the procurement process because the County thought that they may be able to handle the matter. Chairman Brennan added that in his experience at the County, vendors were prequalified. Mr. Kricun stated that the expertise of the top three firms were basically equal; the differentiating factor was price. 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-27 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-13:2-28, authorizing award of a contract to Aquatic Sciences Consulting for performance of DRBC-required PCB sampling. Commissioner Wu asked if we our plant discharged PCBs. Mr. Kricun replied yes however, but we do not generate PCBs. The PCBs are coming in to our plant through the influent and we remove about 70-80% of PCBs through the processing of sludge. Commissioner Wu asked what sites were identified in the study as contributors to the PCBs. Mr. Kricun stated that we can discuss the matter further in closed session. However, three sites were identified and one I can say in open session which is a superfund site, Martin Aaron, which the USEPA is cleaning up. The USEPA has submitted a letter stating that they will implement improvements to the site this year to control storm water so that no storm water leaves the site. The other two sites are active private companies that we are negotiating with. 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
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"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-28 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:2-29, authorizing Change Order No. 1 to P&A Construction for construction of the Cross Keys Force Main. Commissioner Bresch commented on T&M Associates' report on the change order. It is clear and concise and easy to follow. Mr. Kricun explained that we encountered unchartered utilities which was the primary reason for the change order. 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	
"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-29 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-13:2-30, authorizing Change Order No. 1 to Clyde Lattimer and Son for construction of the Sicklerville Pump 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	-	YES	
"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-30 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Wu to adopt Resolution #R-13:2-31, authorizing a Shared Services Agreement providing for the Camden County College to perform 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	
"	Burley	-	YES
"	Dixon	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES
Chairman	Brennan	-	YES

Resolution #R-13:2-31 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-12:2-32, approving salary increases for classified and unclassified non-bargaining employees. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-32 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Wu to adopt Resolution #R-13:2-33, 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-33 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-13:2-34, authorizing payment of \$5,338,954.88 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
" Burley	-	YES
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-34 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Wu to adopt Resolution #R-13:2-35, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters. 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
" Dixon	-	YES
" MacFarlane	-	YES
" Swartz	-	YES
" Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-13:2-35 was adopted.

The meeting adjourned to closed session at 7:05pm  
The meeting returned to open session at 7:25pm

**PUBLIC PARTICIPATION:**

None

There being no further business, Commissioner Dixon adjourned the meeting at 7:25pm.

Minutes of this meeting were  
approved on March 18, 2013

Respectfully Submitted,



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Kim Michelini  
Authority Secretary