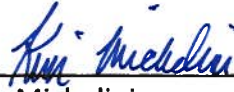


CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the April 23, 2018 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 21, 2018 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON APRIL 23, 2018

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:

PRESENT: Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik
Chairman Brennan

ABSENT: Commissioner Burley (*recently deceased*), Cuffee & Stokes

STAFF PRESENT:

Andrew Kricun, Executive Director	Kim Michelini, Authority Secretary
Wayne Planamento, Chief Financial Officer	Alisa Smith, Secretarial Assistant
Robert Cornforth, Director of O&M- Interceptors	
Len Gipson, Director of O&M- Main Plant	
Scott Schreiber, Director of Operations- Admin	

CONSULTANTS:

Michael Watson, Esq., Brown & Connery (Solicitor)

OTHERS PRESENT:

Robert Serpente, D&B/Guarino
Marge DellaVecchia, PS&S

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 23, 2018 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 MacFarlane and seconded by Commissioner Swartz to adopt the Minutes of the Regular Meeting held on March 19, 2018. There being no question on the motion, a roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioners Cutler, MacFarlane, Swartz & Sytnik	-	YES
Commissioner Bresch	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

Chairman Brennan noted that the fellow Board member, Dorothy Burley, passed away last week and after a brief moment of silence, asked Mr. Kricun to read Resolution #R-18:4-86 honoring her:

HONORING DOROTHY A. BURLEY FOR HER SERVICE TO THE CCMUA

R-18:4-86

WHEREAS, Dorothy A. Burley was first appointed to the CCMUA Board of Commissioners on February 1, 2006; and

WHEREAS, during Commissioner Burley's 12 year tenure on the CCMUA Board, she has served as the Treasurer of the Board for 4 of those years; and

WHEREAS, during Commissioner Burley's years on the CCMUA Board, her duties have been undertaken with complete fidelity and integrity; and

WHEREAS, upon the recent passing of Commissioner Burley, the CCMUA Board of Commissioners and

staff wish to thank her and honor her for her many years of service to the CCMUA and to the residents of Camden City.

NOW, THEREFORE, BE IT RESOLVED, by the Camden County Municipal Utilities Authority and the members thereof that Dorothy A. Burley is hereby commended for her many years of public service to the CCMUA and the residents of Camden City and Camden County, in her role as Camden County MUA Commissioner, and Treasurer.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:4-86, honoring Dorothy A. Burley for her years of service to the CCMUA. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:4-86 was adopted.

PUBLIC HEARING

Mr. Kricun stated that in advance of adopting Resolution #R-18:4-70, there will be a public hearing on the matter. In March 2018, the CCMUA Board authorized that the CCMUA hold a public hearing to discuss the proposed revised connection fee. The CCMUA is authorized by NJSA 40:14B-22 to charge a connection fee and, if it does, the fee must be calculated in accordance with the regulations. The CCMUA's Chief Financial Officer has calculated the new connection fee to be \$6,123 (up from \$5,870 and, if approved, will be effective April 24, 2018). A public notice concerning the proposed increase in connection fee was advertised, the CCMUA received no comments from the public prior to the Board meeting and there is no public at tonight's meeting to comment on this matter. Therefore, the public portion of the meeting was closed. A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:4-70, authorizing revision of connection fee. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-70 was adopted.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- April 2018

Commissioner Bresch requested a status update on the BioAir and carbon odor control systems to which Mr. Gipson explained that structural improvements to the carbon housing unit have been completed and the carbon has been replaced. He explained that the upstream biotrickling odor control system (BioAir) is having some success in removing odors, however, they are continuing to work on improving its odor removal capability. Mr. Kricun added that the staff has been working with Synagro to modify the dried materials distribution system to allow the use of air instead of nitrogen as nitrogen is more expensive than air and more problematic from an operational/ maintenance perspective (ie., material clogs and backs up, thereby reduces the consistency in operation of the dryers). An industry expert has provided the CCMUA with a written report indicating that it is safe to change from nitrogen to air. Chairman Brennan asked why sludge hauling costs were high this month to which Mr. Kricun explained that because the dryers have been down a bit for repairs (oil leak and nitrogen plant failure), a lesser amount of sludge was processed by the dryers and therefore, more sludge had to be hauled off site.

Mr. Kricun advised the Board that construction of the digester/combined heat and power project has begun. It is scheduled to be complete by the 1st quarter of 2020. It appears,

based on the CCMUA's current energy usage and operation throughput, the CCMUA may be off the power grid on dry weather days by the first quarter of 2020.

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) Cash Flow & Actual to Budget Analysis/NW Cash Flow Report Supporting Reports

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that overall, on an aggregate basis, the budget is \$265,000 to the good. He asked what the projected figure is for connection fees in 2018 to which the Mr. Schrieber indicated that this year's projection is more realistic and in keeping with the historical trend. Mr. Planamento added that connection fees are projected to be \$4 to 4.5 million. Mr. Kricun further explained that previously, based on descriptions of new project developments in Camden, it was thought that the connection fees received would be greater. However, based on new estimates, the projects have been scaled back and therefore, the connection fee estimates are less. Chairman Brennan suggested, that where possible, the CCMUA should try in some way verify the new development estimates so as to not over-estimate connection fees in the future.

- c. Cash Management Report

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report- February 2018

PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: Cash Management/Lockbox matter to be discussed after Closed Session

NEW BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:4-71, authorizing award of the annual financial advisor contract to NW Financial. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-71 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:4-72, authorizing use of Camden County's 2018 pool of architects and engineers for the provision of said

professional services. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-72 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-18:4-73, authorizing a shared services agreement between the CCMUA and Camden County College for the provision of security guard services. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-73 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:4-74, authorizing entering into an agreement with RPM Landscape Contractor, LLC for provision of landscaping services pursuant to a shared services competitive bid procured with the County of Camden. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-74 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:4-75, authorizing a shared services agreement by and between the County of Camden and the CCMUA for provision of human resources services. Commissioner Cutler asked if the employee training mentioned at a prior board meeting had taken place/been scheduled. Mr. Kricun explained that the Solicitor is aware of the request and is working toward putting together a proposal for this training. Chairman Brennan added that the training may be a covered event under the CCMUA's insurance carrier so the staff should be sure to reach out to the carrier once the training proposal is received. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-75 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-18:4-76, 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 #18-02A. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-76 was adopted.

Mr. Kricun requested that this matter be tabled to allow it to be discussed in Closed Session before the Board takes action on it. A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik to table Resolution #R-18:4-77, authorizing the execution of an agreement between the CCMUA and Air Products and Chemicals, Inc., of Allentown, PA for the supply and delivery of liquid oxygen in accordance with Specification #18-10. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:4-77 was tabled.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-18:4-78, authorizing Change Order #1 to the agreement between the CCMUA and Edward Kurth & Sons. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-78 was adopted.

Mr. Kricun requested that this matter be tabled as the proposals received are still under review and therefore, a recommendation is not yet available. A motion was made by Commissioner Sytnik and seconded by Commissioner MacFarlane to table Resolution #R-18:4-79, authorizing award of a contract for design engineering services for design of the Newton Creek Bank Stabilization project in accordance with RFP #2018-10. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:4-79 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:4-80, authorizing an agreement with Greeley & Hansen for construction management services needed for wet weather upgrades to Camden City's combined sewer system. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-80 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-18:4-81, authorizing an agreement with Johnson Mirmiran and Thompson, Inc., for construction management services needed for wet weather upgrades at the CCMUA's Delaware No. 1 WPCF. Chairman Brennan noted that the difference between the high and low proposals on this contract and the prior one above were significant and questioned if the RFP was clear enough. Commissioner Cutler stated that during her tenure, most proposals are within reason to one another while these two seemed to be outliers. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-81 was adopted.

Mr. Kricun indicated that this next resolution, if adopted, expands the CCMUA's capacity to borrow funds for new projects. A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #18:4-82, second resolution amending certain provisions of the "Resolution 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" adopted June 20, 2016 and amended on December 18, 2017 and approving the form of a second amended and restated Subordinate Bond Resolution. Chairman Brennan noted for the record that the CCMUA while the CCMUA is expanding its capacity to borrow, it is not authorizing the spending of any funds for any specific projects at this time, other than the digester/combined heat & power project and the waterfront project. Mr. Kricun agreed noting that all projects must be brought to the Board for their approval before they can go out for bid. There being no further question or comment on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-82 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:4-83, resolution authorizing the issuance of not exceeding \$92,391,000 County Agreement Subordinate Bonds (Series 2018) of the Camden County Municipal Utilities Authority and providing for their sale to the New Jersey Infrastructure Bank (f/k/a The New Jersey Environmental Infrastructure Trust) and the State of New Jersey and authorizing the execution and delivery of certain agreements in connection therewith. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-83 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-18:4-84, ratifying approval of expense vouchers as approved by the Executive Director under Authorization granted by CCMUA Resolution #R-97:3-60 dated March 18, 1997. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-84 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:4-85, authorizing payment of \$4,393,761.01 for expenses disbursed from various trust accounts. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-85 was adopted.

Resolution #R-18:4-86 was adopted at the beginning of the meeting (see above).

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-18:4-87, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters involving contract negotiations. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:4-87 was adopted.

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The meeting adjourned to Closed Session at 6:30pm.
The meeting returned to Open Session at 6:46pm.
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A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:4-88 (formerly R-18:1-8), authorizing the execution of an agreement between the CCMUA and Fulton Bank, of Mt. Laurel, New Jersey for cash management services in accordance with Specification #17-27. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioners Bresch, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:4-88 was adopted.

PUBLIC PARTICIPATION: None

Chairman Brennan congratulated Mr. Kricun on being named the Government Engineer of the Year by the American Society of Civil Engineers (ASCE). The awards dinner is being held on May 4th in Woodbridge, NJ, and details will be forthcoming. There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:50pm.

Minutes of this meeting were approved on 5/21/18

Respectfully Submitted,



Kim Michelini
Authority Secretary