

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the May 21, 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 June 18, 2018 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON MAY 21, 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, Cuffee, Cutler, Swartz & Sytnik
Chairman Brennan

ABSENT: Commissioners MacFarlane, Stokes

STAFF PRESENT:

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

CONSULTANTS:

Joseph Carney, Esq., Brown & Connery (Solicitor)
Robert Serpente, D&B/Guarino
Tassos Efstratiades, Obermeyer, Rebmann, Maxwell
& Hippel, LLP

OTHERS PRESENT:

Representative, League of Women Voters (Camden Co)

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 Cuffee and seconded by Commissioner Swartz to adopt the Minutes of the Regular Meeting held on April 23, 2018. 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, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- May 2018
Commissioner Bresch asked for further explanation regarding the improvements to the sludge dryers recently recommended by Komline. Mr. Kricun explained that according to Komline, the dryer manufacturer, Synagro, the contract operator, was baking out the sludge dryer too frequently, which negatively impacted its operation. Synagro has implemented Komline's recommended changes which has resulted in improved operation of the dryers. In addition, Mr. Gipson suggested that the CCMUA retain Komline once a year or so to evaluate the dryers, the operations, etc.

Regarding the proposals received for new sludge disposal options, the CCMUA will likely be moving forward with a new vendor at next month's meeting. The pricing received is significantly less than the Authority's current disposal costs as well as being somewhat less than the pricing that has been discussed with Covanta.

Construction of the digester and combined heat and power (CHP) facilities continues to move along. The CHP facility is on target to be completed by the end of 2018. The CCMUA will then be able to take natural gas into the turbine and turn it into electricity so the CCMUA will be less vulnerable to power outages. It is anticipated that by the end of 2019, when the digester construction is complete, the CCMUA will then be creating its own gas from the digested sludge which will be fed through the turbines to create electricity. The CCMUA will be off the electric grid by 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

Mr. Planamento indicated that sludge and waste were over budget again this month, due to the dryers being down until recently. Mr. Kricun further added that there should be improvement in this area since the dryers have been fully operational since Koline's recommended changes have been implemented. Also, utilities and chemical costs continue to be significantly lower due to operational changes made by the O&M staff.

- c. Cash Management Report

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

Mr. Kricun indicated that at the April 23, 2018 Board meeting, the CCMUA's Solicitor recommended delaying taking formal action on Resolution #R-18:4-77, regarding supply and deliver of liquid oxygen in accordance with Specification #18-10 until the May meeting where a formal resolution could be drafted for the Board's consideration. This matter is now presented as Resolution #R-18:5-94 (below) and will be acted upon in sequential order of resolution #'s under New Business below.

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-18:5-89, authorizing the execution of an agreement between the CCMUA and Stormtrap, LLC, of Morris, Illinois, for the supply and delivery of disposable nets in accordance with Specification #18-09. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:5-89 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-18:5-90, authorizing use of Camden County's 2018 pool of attorneys for the provision of special, conflicts, and labor counsel services on an as-needed basis. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:5-90 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-18:5-91, authorizing execution of an agreement between the CCMUA and Nichem, Co. for the removal and replacement of carbon in odor control absorbers in accordance with Specification #18-13. Commissioner Swartz noted that while 15 or so bids were mailed out, only 3 bids were received. Mr. Cornforth indicated that this is fairly common as most of the names on the bidders list are suppliers, or bid notification services (i.e., Dodge Reports), etc. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:5-91 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:5-92, authorizing the issuance and sale of temporary funding notes Series A & B of 2018 in an aggregate principal amount not to exceed \$14,000,000, and authorizing and approving the sale of the notes and other matters incidental thereto. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:5-92 was adopted.

Mr. Kricun requested that this resolution be tabled until the June 18th Board meeting to allow for a more robust RFP review process to be conducted. There being no further questions or comments, a motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to table Resolution #R-18:5-93, awarding the Newton Creek Soil Erosion Control Design contract to JMT Associates. Upon roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:5-93 was tabled.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-18:5-94 (old #R-18:4-77), authorizing the rejection of all bids received for the supply and delivery of liquid oxygen in accordance with Specification #18-10. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:5-94 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cutler to adopt Resolution #R-18:5-95, 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. Chairman Brennan noted that there was a \$435,000 payment made to Camden City (utility payment) and asked for additional details. Mr. Schreiber indicated that NJ American Water was sending the CCMUA estimated water bills for 18 months so when the actual bill was issued, the CCMUA owed significantly more than the minimum amount originally billed. As a result, the Finance Department will not allow any more than two consecutive estimated bills to be paid without contacting the vendor. Mr. Kricun added that this is an on-going issue (Camden City has self-reported 42% non-revenue water, which is unbilled or under-billed water) with the City and its contractor, NJ American Water. In the City's operations contract, the vendor was to reduce this figure, however, since then, the number has not been reduced, but actually slightly increased. The CCMUA is working with DeCotiis, the City's bond counsel, to create an amendment to the operations contract with NJ American Water requiring them to reduce the non-revenue schedule to 15% over the next three years. Chairman Brennan indicated that he hoped to meet with Camden City's Mayor and staff, and NJ American Water CEO, Deborah DiGuillio, to discuss this issue further. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:5-95 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-18:5-96, authorizing payment of \$6,263,781.15 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:

Commissioner Bresch, Cuffee, Cutler, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:5-96 was adopted.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Bresch and seconded by Commissioner Cutler. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:14pm.

Minutes of this meeting were approved on 6/18/18

Respectfully Submitted,



Kim Michelini
Authority Secretary