


CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the September 17, 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 October 16, 2018 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON SEPTEMBER 17, 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, MacFarlane, & Sytnik
Chairman Brennan

ABSENT: Commissioners Stokes & Swartz

STAFF PRESENT:

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

CONSULTANTS PRESENT:

Michael Watson, Esq., Brown & Connery (Solicitor)
Robert Serpente, D&B/Guarino

OTHERS PRESENT:

Janet Fisher-Hughes, Camden City League of
Women Voters

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 Cuffee to adopt the Minutes of the Regular Meeting held on August 20, 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 Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	ABSTAIN

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- September 2018

Mr. Kricun updated the Board on the following items:

- Sludge/Dried Biosolids Distribution: Amerigreen has completed the testing of the dried byproduct, which was not only successful, but also a lower cost alternative to that which is paid under our contract with Synagro. It is anticipated that a recommendation for award will be brought to the Board for consideration at the October meeting.
- Synagro has been directed to switch a component of the drying process from nitrogen to air. Doing so should lessen the down time of the dryers. Finally, in August, the dryers took all of the sludge produced.
- The Digester/Combined Heat & Power (CHP) project continues to move along and is on schedule for the CHP to be online by the end of this year. This would mean the plant would then run on natural gas and solar in 2019. The digester is scheduled to

be completed by the end of 2019, which means the entire plant would be off the grid, running on solar and biogas. Savings will not be realized in 2019, but the CCMUA will be more resilient. In 2020, however, once the CHP and digester are complete and running, the CCMUA should see significant reduction in energy costs.

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- July Supporting Reports

Chairman Brennan noted that in NW's report, the total project year-end expenditures, are higher than anticipated and will exceed revenues due to NJEIT project expenses and asked if this will cause a cash flow shortage. Mr. Kricun replied- no, the CCMUA's cash position should be \$7-8M to the good by year end. Mr. Schreiber confirmed, noting that the CCMUA is on target to be \$7.3M to the good in cash.

a. Collections Report

b. Budget Review Report

Commissioner MacFarlane commended the staff once again for its work in keeping under the budget.

c. Cash Management Report

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report- July

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

Mr. Kricun advised the Board that it is the Solicitor's recommendation that this resolution be tabled until next month to allow for additional evaluation. Therefore, a motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to table Resolution #R-18:8-122, authorizing rejection of bids received for Specification #18-10A, supply and delivery of bulk liquid oxygen and authorize negotiation of a contract for these services. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:9-122 was tabled.

Mr. Kricun indicated that this resolution should also be tabled as the assignment agreement has not yet been signed by Bogia. Therefore, a motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:8-124, authorizing assignment of a contract for design engineering services needed for the dredging of the Newton Creek, from FX Browne to Bogia Engineering. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:9-124 was tabled.

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-18:9-129, authorizing award of a contract to Anaconda Protection Concepts for fire suppression system inspection, testing and maintenance through the Camden County Cooperative Pricing System ID#57-CCCPS, Bid #A24/208. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-129 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:9-130, 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, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-130 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-18:9-131, authorizing the execution of a purchase order between the CCMUA and Waste Management of NJ for refuse removal under the Camden County Cooperative Pricing System, Bid A-21/2018. Mr. Cornforth noted that this contract does not include the tipping fee as the County bids that separately. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-131 was adopted.

A motion was made by Commissioner Sytnik and seconded by Commissioner Cuffee to adopt Resolution #R-18:9-132, authorizing award of a non-fair and open contract to Woodard & Curran for health and safety program assistance. Mr. Kricun indicated that there will likely be additional training services procured after the policies are put into place. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-132 was adopted.

Mr. Kricun indicated that the Solicitor requested that this matter be discussed in Closed Session before any action is taken. Therefore, a motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to table Resolution #R-18:9-133, authorizing execution of a settlement agreement with Delco Development regarding CCMUA sewer connection fees, until after Closed Session. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:9-133 was tabled until after Closed Session.

Upon returning to Open Session (from Closed Session), a motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:9-133, authorizing execution of a settlement

agreement with Delco Development regarding CCMUA sewer connection fees. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-133 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to table Resolution #R-18:9-134, authorizing the execution of an agreement between the CCMUA and Ed Kurth and Sons, Inc., for maintenance and repair of boilers and boiler systems in accordance with Specification #18-16 until after discussion in Closed Session. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:9-134 was tabled until after Closed Session.

Upon return to Open Session from Closed Session, a motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-18:9-134, authorizing the execution of an agreement between the CCMUA and Ed Kurth and Sons, Inc., for maintenance and repair of boilers and boiler systems in accordance with Specification #18-16. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-134 was adopted.

Mr. Kricun indicated that this matter is not yet ready for action by the Board as the agreement is still being negotiated. Therefore, a motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to table Resolution #R-18:9-135, authorizing a shared services agreement regarding the development of new athletic fields in Camden. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:9-135 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:9-136, 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, Cuffee, Cutler, MacFarlane, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:9-136 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-18:9-137, authorizing payment of \$2,065,045.66 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, Cuffee, Cutler, Sytnik	-	YES
Commissioner MacFarlane	-	ABSTAIN
Chairman Brennan	-	YES

Resolution #R-18:9-137 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution R-18:9-138, authorizing that the Authority hold a Closed Session Meeting to discuss contractual, individual privacy, and potential litigation matters requiring attorney-client privileged recommendations and communications. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

=====
The meeting adjourned to Closed Session at 6:18pm.
The meeting returned to Open Session at 6:52pm
=====

Upon return to Open Session, the Board was prepared to act on two resolutions tabled earlier in the meeting (#133 & #134)- see resolutions above.

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. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:54pm.

Minutes of this meeting were approved on 10/16/18

Respectfully Submitted,



Kim Michelini
Authority Secretary