

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON APRIL 15, 2019**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by CCMUA Chairman, Michael G. Brennan, at 6:02 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, Swartz & Sytnik  
Chairman Brennan

**ABSENT:** Commissioner 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:**

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

**OTHERS PRESENT:**

Vince Baglivo, Maser Consulting  
Degman & Bateman Court Reporter

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 25, 2019 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 Bresch and seconded by Commissioner Cuffee to adopt the minutes of the Regular Meeting held on March 18, 2019. 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, MacFarlane, & Sytnik	-	YES
Commissioner Swartz	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

**PUBLIC HEARING**

Mr. Kricun opened the public hearing portion of the meeting by explaining that at the March 18, 2019 meeting, the Board authorized that the CCMUA hold a public hearing regarding the revision in the connection fee. Presently, the connection fee is \$6,123 per EDU. The CCMUA Chief Financial Officer has calculated the new connection fee amount in accordance with NJ State statute to be \$6,205, an increase of \$82/year per unit. There being no questions or comments from the public, a motion was made by Commissioner Cuffee and seconded by Commissioner Bresch, to close the public hearing portion of the meeting; all Commissioners responded "Aye" in favor, none opposed. A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-19:4-57, 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:

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

Resolution #R-19:4-57 was adopted.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

**1) Environmental Management System- April 2019**

The CCMUA passed its annual audit for its Environmental Management System and has been recertified. The USEPA and the Water Environment Federation certifies 3<sup>rd</sup> party auditors to perform these audits. The auditor reviews the agency's environmental performance to ascertain whether the agency is complying with its established goals. The CCMUA's goals are: 1) optimizing environmental performance, 2) cost efficiency, 3) odor minimization, and 4) community service. Receiving this certification demonstrates that the CCMUA is performing at the highest standard in its industry. The CCMUA is one of 35 out of a possible 14,000 to receive this certification. Mr. Kricun noted that he will notify Camden County's Public Affairs office of this recertification.

Mr. Kricun advised the Board that the plant effluent has returned to near optimal (back in single digits) levels. There was one odor complaint during the last 30 days which was attributable to trucks in the plant that are hauling sludge. The CCMUA has advertised for a consultant to assist with air emission and odor control issues. The consultant will assist the CCMUA as needed in these areas.

Two of the three dryers in the sludge dryer facility remain out of service. It is anticipated that the two dryers will be repaired and back in service by the end of September 2019.

The Combined Heat and Power facility is on schedule to be complete by the end of May/beginning of June 2019. This means that most of the plant's electricity will come from solar power and natural gas and will be significantly less vulnerable to power outages.

The digester project, which will convert the biogas produced from the sludge, is anticipated to be complete in June 2020. This means, by June 2020, the CCMUA will operate on solar power and the biogas energy.

The microgrid project is still in the review stage/under consideration.

Commissioner Cutler noted that she received positive feedback regarding the last insert in the CCMUA bills (regarding Lead in drinking water) and suggested that the CCMUA continue to include informative flyers for the public to review.

Commissioner Bresch asked if there was sludge in the storage building and, if so, how much. Mr. Gipson explained that the building is presently about 50% full because one of the two vendors awarded a contract last month has not yet obtained permit approval from Pennsylvania. Mr. Cornforth added that the building was empty about a month ago, through the use of emergency contracts, which were limited capacity contracts.

**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- February  
Supporting Reports:

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that the report indicates that the sludge and waste figures are approximately \$300,000 to the good again this month which seems contrary to the fact that the CCMUA is hauling most of its sludge because of the dryer failure. Mr. Gipson added that sludge is being stored in the liquid storage tanks which partly explains the lower sludge and waste totals. Mr. Schreiber further added that this report accounts for January and February of this year, and it doesn't yet account for the sludge that has been stored. Therefore, the coming months, March, April, etc. are expected to be much higher resulting a decrease in the savings shown on the current report.

Mr. Cornforth reported that the dryer shaft failure was reported to the CCMUA's insurance company. The claim is under review for possible coverage under 1) business interruption and 2) equipment failure/damages.

Finally, Mr. Kricun noted that a study was done on the CCMUA regarding its impact on holding rates for so long. The CCMUA's rate in 1996 was \$337/household and if only inflation were applied, the rate in 2019 would be \$549/household. The CCMUA's current rate is \$352. In total, the CCMUA has saved the rate payers \$550M.

- c. Cash Management Report

**C) Operations & Maintenance:**

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

**PUBLIC COMMENT:            NONE**

**OLD BUSINESS:**

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-19:2-38, authorizing the execution of an agreement with the Gloucester Township MUA for sale of the CCMUA's former incinerator property located at 351 Landing Road, Gloucester Township, Block 2401, Lot 4. The CCMUA Solicitor noted that the CCMUA will comply with the requirement to provide its tenant with formal notification that the CCMUA has sold the property. 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, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:2-38 was adopted.

Mr. Kricun explained that the CCMUA issued an RFP for Construction Management services for the dredging of Newton Lake. The CCMUA received 5 proposals. The lowest priced proposal was submitted by GZA, however, they indicated that they had no experience with dredging projects. The review committee, consisting of two members from Camden County and myself, agreed to not recommend GZA. Mr. Kricun recommended the next lowest priced proposal, submitted by JMT, at \$354,836. A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-19:3-51, authorizing award of a construction management services contract to Johnson, Mirmiran & Thompson, Inc., to oversee the dredging of the Newton Lake. Chairman Brennan noted that Commissioner Cutler also reviewed the proposals received. Commissioner Cutler stated that she offers her full support of the resolution as presented. Chairman Brennan also supported the recommendation, however, noted that moving forward, he noted that recommendations must have written documentation supporting the recommendation. Also, Chairman Brennan indicated that his vote is predicated on the Solicitor's opinion as to whether the proposals are still valid (not too old/stale as they were not acted upon within 60 days of receipt). 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:

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

Resolution #R-19:3-51 was adopted.

**NEW BUSINESS:**

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-19:4-58, authorizing use of Camden County’s 2019 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:

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

Resolution #R-19:4-58 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-19:4-59, authorizing the execution of an agreement between the CCMUA and NCH Corporation d/b/a Chemsearch Fe of Irving, Texas for the supply and delivery of drain emulsifier flow improver in accordance with Specification #19-04. Mr. Cornforth explained that the two firms who submitted the exact same bid price are owned by the same parent company. They are doing business as (d/b/a) different trade names. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-59 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-19:4-60, authorizing the execution of an agreement between the CCMUA and Permador Industries, Inc., dba Sissco of Hillsborough, New Jersey for the annual inspection, load testing and repair of cranes in accordance with Specification #19-09. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-60 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-19:4-61, authorizing the execution of an agreement between the CCMUA and Evoqua Water Technologies LLC of Sarasota, Florida for hydrogen sulfide control services in accordance with Specification #19-10. Mr. Kricun explained that hydrogen is added to the flow traveling in the pipelines throughout the county to neutralize the levels of sulfuric acid (corrosive to the pipes) that forms from the sewage as it travels through the pipeline. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-61 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik to adopt Resolution #R-19:4-62, amending Resolution #R-19:2-38, authorizing the execution of purchase between the CCMUA and Robert H. Hoover & Sons, Inc to Robert H. Hoover & Sons and Omaha Standard d/b/a American Roll Off, under the Educational Services Commission of New Jersey Cooperative Pricing Program System ID#65MCESCCPS. Mr.

Kricun noted that the vehicle being purchased is actually supplied in two parts, each part by a different vendor. This resolution corrects the previous authorizing resolution which only named Hoover. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-62 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-19:4-63, authorizing award of a contract for data management services for the CCMUA's billing system to Paragon Consulting Services, Inc. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-63 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-19:4-64, authorizing award of a contract for general counsel and solicitor services to Brown & Connery, LLP. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-64 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-19:4-65, authorizing an amendment to the agreement between the CCMUA and Marshall Industrial Technologies of Trenton, New Jersey for repair of Philadelphia Mixers. Mr. Kricun explained that the bidder reported that there was a mathematical error in their bid submission, however, even with the corrected bid price, Marshall is still the lowest responsible bidder. Mr. Watson, the CCMUA's Solicitor, reviewed this matter clarified that the unit prices listed on the bid sheet did not change; the sum of those unit prices did. Local Public Contract Law and the CCMUA's bid instructions allow for corrections of clear clerical errors, particularly when the bid price is significantly lower than the next low bid price submitted. There being no question or comment on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

Resolution #R-19:4-65 was adopted.

Mr. Kricun indicated that the next two resolutions #66 and #67 are connected and are not ready for action at this time. Resolution #67 is intended to award an agreement to Amerigreen for the hauling and disposal of the dried byproduct produced by the sludge dryer operation. If Amerigreen and the CCMUA mutually agree on the terms of this service, the agreement between the CCMUA and Synagro, the contract operator of the sludge dryers, would be modified to reflect the change in hauling and disposal services by Amerigreen. Mr. Kricun indicated that these two resolutions were placed on the agenda as a place holder in the hopes that the CCMUA and Amerigreen came to an agreement before tonight's meeting. Since that has not yet occurred, it is requested that the matter be tabled until the May meeting.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to table Resolution #R-19:4-66, authorizing an amendment to the agreement with Synagro (Re: sludge dryer/dried byproduct) and Resolution #R-19:4-67, authorizing an agreement with Amerigreen (Re: sludge dryer/dried byproduct). 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, MacFarlane, Swartz, Sytnik	-	YES
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Chairman Brennan

- YES

Resolution #R-19:4-66 and #R-19:4-67 were tabled.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-19:4-68, 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. Commissioner Bresch noted that the purchase of Knox Boxes is underway to which Mr. Cornforth explained that these boxes, once received, will be installed at the appropriate pumping stations so that in the event of a fire/fire alarm, the responding fire department can open this box which allows them access to the building. 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-68 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-19:4-69, authorizing payment of \$3,706,754.75 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, MacFarlane, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:4-69 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 Sytnik. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:44P.M.

Minutes of this meeting were approved on 5/20/19

Respectfully Submitted,

  
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 Kim Michelini, Authority Secretary