

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JUNE 17, 2019

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Michael G. 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, Stokes, Swartz & Sytnik
Chairman Brennan

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:

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

OTHERS PRESENT:

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 Cuffee and seconded by Commissioner Bresch to adopt the minutes of the Regular Meeting held on May 20, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

The motion was carried.

OLD BUSINESS: None

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- June 2019
Mr. Kricun informed the Board that the plant's performance has significantly improved over the last 60 days. The sludge storage building is basically empty, the effluent is back to normal optimal levels (5-10ppm). The operations staff continues to work on bringing the liquid sludge storage tanks back to balance.

A conference call was held today with Anaergia regarding the combined heat and power facility (CHP). The CHP is just about complete and ready for commissioning. It is anticipated that the CHP facility will be turned over to the CCMUA in late July for operation. At that time, the CCMUA will mostly operate on solar power and natural gas, and a little electricity during peak flow events.

The digesters are under construction and is anticipated to be complete by the Summer of 2020. Once this project is complete, the CCMUA will convert the digested sludge to biogas and will therefore, operate on solar power and biogas.

Two of the three sludge dryers are still under repair (one is currently operational) and it is anticipated that the first of two dryers will be back in service at the end of October/beginning of November.

Lastly, a public hearing regarding the Newton Creek dredging project is scheduled for 6:00pm on July 3, 2019 at the CCMUA offices. The tentative schedule is to advertise for bids a few weeks after the public hearing and award the project at the CCMUA's August 19th or September 16th meeting. Dredging would take place between the Fall of 2019 and the Spring of 2020, and then break for fish/turtle spawning. The dredging would resume and finish by the Fall 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- April & YTD

Supporting Reports:

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that salaries and benefits and sludge and waste were under budget for the month of April to which Mr. Planamento explained that salaries and benefits were under budget mostly because the CCMUA is currently understaffed. Regarding sludge and waste, Mr. Schreiber explained that the budget was adjusted several months ago in this area since it was aware that its sludge disposal costs would significantly increase due to the sludge dryer failures. The month-to-month budget does not reflect that the CCMUA is spending more for sludge and waste, because the staff budgeted more for 2019 because it was aware of the sludge dryer failures at the time the budget was being prepared. However, when you compare the 2018 actual against the 2019 actual, it is noticeable that the sludge and waste costs are significantly higher in 2019 than in 2018.

- c. Cash Management Report

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-19:6-80, authorizing a dividend from the Camden County Insurance Fund Commission for Fund Years 2011, 2012 & 2013. Mr. Planamento indicated that the CCMUA will take a credit and apply it to future invoices. 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
Commissioner Stokes	-	ABSTAIN
Chairman Brennan	-	YES

Resolution #R-19:6-80 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-19:6-81, authorizing the execution purchases between the CCMUA, Hunter Truck & Granturk Equipment Inc., under a national cooperative purchasing agreement with Sourcewell, ID#50248. Mr. Watson indicated that the NJ Local Public Contracts Law allows a public agency to make purchase from any National or State Contract list as long as the contract was first procured through a public advertisement and bid process. 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-19:6-81 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-19:6-82, authorizing Change Order #1 to Grant Integrated Facilities Management Grant Management Facilities for assistance with Phase 2 of the CCMUA's Procurement, Inventory & Asset Management practices. 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-19:6-82 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-19:6-83, 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:

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

Resolution #R-19:6-83 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-19:6-84, authorizing payment of \$4,186,495.83 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, Stokes, Swartz, Sytnik	-	YES
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Commissioner MacFarlane
Chairman Brennan

- ABSTAIN
- YES

Resolution #R-19:6-84 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Stokes to adopt Resolution #R-19:6-85, authorizing that the Authority hold a closed session meeting to discuss legal matters pertaining to personnel issues, contract negotiation and potential litigation. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-19:6-85 was adopted.

The meeting adjourned to Closed Session at 6:17pm.
The meeting returned to Open Session at 7:08pm.

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 Bresch. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 7:08pm.

Minutes of this meeting were
approved on 7/15/19

Respectfully Submitted,



Kim Michelini, Authority Secretary