

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the January 17, 2017 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 February 21, 2017 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JANUARY 17, 2017

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:

Commissioner	Bresch	-	ABSENT
"	Burley	-	ABSENT
"	Cuffee	-	YES
"	MacFarlane	-	YES
"	Stokes	-	YES
"	Swartz	-	YES
Chairman	Brennan	-	YES

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:

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

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 17, 2016 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 Swartz and seconded by Commissioner Cuffee to adopt the Minutes of the Regular Meeting held on December 19, 2016. There being no question on the motion, a roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz,	-	YES
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- January 2017
Chairman Brennan asked for additional explanation regarding the opportunity for reduced sludge/solids disposal costs. Mr. Kricun explained that because Synagro, the sludge drying contract operator, had not yet found alternative disposal outlets, he reached out to a company called Material Matters. (The CCMUA negotiated into their contract with Synagro, the ability to find and use other more economical disposal sources). Material Matters, a solids material distribution company, identified an opportunity for disposal at a cost that would be approximately \$20/ton less than the price currently being charged by Synagro.
- 2) 2017 Clean Water Utility of the Future Award

Mr. Kricun noted that the National Association of Clean Water Agencies (NACWA) selected the CCMUA as the 2017 recipient of the Clean Water Utility of the Future award. The CCMUA was recognized by its peers as being the most innovative utility. The CCMUA's Freeholder liaison, Jeffrey Nash, will be notified accordingly.

- 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) Collections Report for December 2016
 - 2) Budget Review Report for December 2016
Commissioner MacFarlane asked for additional information regarding the December 2016 YTD totals for Solids Handling (\$271,000 over budget); Administration (\$343,000 over budget) and Commissioners (\$27,000) to which Mr. Planamento explained that the figures for solids handling, while somewhat estimated, should be close to finalized. Regarding Administration, he explained that the overage is likely due professional fees and bank fees. Regarding Commissioners, he explained that the \$27,000 is for insurance (Public Officials/Liability). Mr. Planamento advised the Board that he'd research the Administration expenses further to determine the exact reason for the overages and report back to the Board accordingly.
 - 3) Cash Management Report for November 2016
- C) **Operations & Maintenance:**
 - 1) Del. No. 1 WPCF- Operations Report (November 2016)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

Mr. Kricun explained that this matter was still under review and not yet ready for action. Therefore, a motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to table Resolution #R-17:1-1 formerly presented and tabled in October 2016 – #R-16:10-130 and again in December 2016, #R-16:12-147), authorizing a Contingency Agreement between Branch Village Urban Renewal, LC and the Camden County Municipal Utilities Authority Pursuant to N.J.S.A. 40:14B-22.3. There being no question, all Commissioners responded "Aye" in favor; none opposed.

Resolution #R-17:1-1 was tabled.

NEW BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-2, adopting a late Budget Resolution. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-2 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-3, adopting a temporary Budget. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz - YES
Chairman Brennan - YES

#R-17:1-3 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Stokes to adopt Resolution #R-17:1-4, authorizing Change Order #1 to the CCMUA's contract with Anaergia for design and construction of a combined heat and power system for the Delaware #1 WPCF. Mr. Kricun explained that the CCMUA entered into a contract with Anaergia to design and build a combined heat and power facility for the wastewater treatment facility. This would take the gas from the sludge produced and convert it into electricity. In addition, Anaergia is providing equipment for the sludge digestion facility that will generate the gas. The contract was awarded for approximately \$18.8 million. After the design was complete, the CCMUA hired two consulting engineers to perform value engineering services on this project- Greeley & Hansen, the original designers of the main plant and AECOM, the largest consulting engineer firm in the U.S. These firms, along with CCMUA staff, had two key recommendations: 1) Tank Covers (instead of installing a membrane over the tanks which would need to be replaced every 8 years, install stainless steel tank covers which over the last longer and are less expensive over their lifetime) and 2) switch certain components of the projects from the digester project into the combined heat and power project to ensure continuity at no net cost. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz - YES
Chairman Brennan - YES

#R-17:1-4 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Stokes to adopt Resolution #R-17:1-5, authorizing the execution of an agreement between the CCMUA and ASGCO Manufacturing, for parts and services for miscellaneous conveyor belts in accordance with Specification #16-22. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz - YES
Chairman Brennan - YES

#R-17:1-5 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-6, authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Associates, Annapolis, Maryland for supply and delivery of parts for Hayward Gordon Torus Recessed Impeller Pumps in accordance with Specification #16-23. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz - YES
Chairman Brennan - YES

#R-17:1-6 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-17:1-7, authorizing the execution of an agreement between the CCMUA and Kuehne Company, of South Kearny, New Jersey for supply and delivery of sodium hypochlorite solution in accordance with Specification #16-24. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz - YES
Chairman Brennan - YES

#R-17:1-7 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-8, designating an Auditor for Fiscal Year 2016 in conjunction with the County of Camden as part of a shared services initiative. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-8 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-17:1-9, authorizing the use of the County's contract for solid waste disposal for screenings from the Delaware #1 WPCF. Commissioner MacFarlane asked for additional explanation on this resolution to which Mr. Kricun responded that the CCMUA has use of the county's contract with Covanta for disposal of its solid waste. Mr. Cornforth added that the screenings from the strain press and from the bar screens are taken to Covanta at about \$67/ton vs. \$96/ton cost for grit disposal the CCMUA had paid in the past. There being no further question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-9 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Stokes to adopt Resolution #R-17:1-10, authorizing award of contract to Ace Elevator, LLC for maintenance and repair services for elevators and man lifts through the Camden County Cooperative Pricing System, System ID #57-CCCPS, Bid #A40/2016. Commissioner Swartz asked how many elevators were located at the CCMUA to which Mr. Cornforth replied there are 5 elevators between the Administration Building and Main Plant and 18 man lifts. Commissioner Stokes noted that the low bidder was rejected. Mr. Cornforth stated that the County bids and awards the master contract, and various county agencies, like the CCMUA, can then award their own contract with the selected vendor. Mr. Watson, Solicitor for the CCMUA, added that per Assistant County Counsel (who prepared and authorized award of the master bid), the low bidder failed to provide a Certificate from a Surety Company and failed to acknowledge an addendum. Both of these failures are considered non-correctable and non-waivable and under the Local Public Contracts Law and warrant rejection of the bid. There being no further question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-10 was adopted.

Mr. Kricun indicated that the proposals were received on Thursday, January 12th and additional time is needed to review them. Therefore, a motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to table Resolution #R-17:1-11, authorizing award of a contract for design engineering services for the CSO Outfall Dredging project (*to be supplied under separate cover*). There being no question on the motion, all Commissioners responded "Aye" in favor; none opposed.

#R-17:1-11 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-12, ratifying approval of expense vouchers as approved by the Executive Director under Authorization granted by CCMUA Resolution #R-97:3-60 dated March 17, 1997. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-12 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-17:1-13, authorizing payment of \$4,634,328.46 for expenses disbursed from various trust accounts. Chairman Brennan noted that the County is also reviewing the CCMUA's expenses (as well as those of other County agencies). There being no question on the motion, a roll call vote was taken, on roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-13 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-17:1-14, authorizing that the Authority hold a Closed Session meeting to discuss legal matters. There being no question on the motion, all Commissioners responded "Aye" in favor

#R-17:1-14 was adopted.

=====
The meeting adjourned to Closed Session at 6:22pm

The meeting returned to Open Session at 6:42pm
=====

PUBLIC PARTICIPATION: NONE

ADDITIONAL ITEMS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-15, authorizing approval of a settlement regarding Workers' Compensation Claim #CP 2011-32167 pursuant to the recommendation of CCMUA Counsel. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-15 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Stokes to adopt Resolution #R-17:1-16, accepting the recommendation of CCMUA Counsel that it not enter into any agreement with BioAir because the potential drawbacks and other legal ramifications far outweigh the positives. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-16 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:1-17, accepting the recommendation of CCMUA Counsel that it not enter into any agreement with American Water regarding utility insurance for the reasons set forth by counsel, including liability issues far outweighing any possible benefits and it has not yet been demonstrated that such an arrangement would be approved by DLGS or other such agency. There being no question on the motion, a roll call vote was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Cuffee, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

#R-17:1-17 was adopted.

There being no further business, Chairman Brennan entertained a motion for adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee. All Commissioners responded "Aye" in favor. The meeting adjourned at 6:45pm.

Minutes of this meeting were approved on 2/21/17

Respectfully Submitted,



Kim Michelini
Authority Secretary