

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the April 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 May 15, 2017 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING HELD ON APRIL 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:

Present: Commissioners Bresch, Burley, Cuffee, Stokes, Swartz & Sytnik
Chairman Brennan

Absent: Commissioners Cutler & MacFarlane

STAFF PRESENT:

Andrew Kricun, Executive Director	Kim Michelini, Authority Secretary (<i>absent</i>)
Wayne Planamento, Chief Financial Officer	Alisa Smith, Secretarial Assistant
Robert Cornforth, Director of O&M	
Len Gipson, Asst. Director of O&M	
Scott Schreiber, Director of Operations- Admin (<i>absent</i>)	

CONSULTANTS:

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

OTHERS PRESENT:

Lisa Penron, Degnan & Bateman

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 22, 2017 as set forth in its annual schedule of meetings, in compliance with the Open Public Meetings Law.

Chairman Brennan noted that there was a slight change in the order of items on the agenda.

PUBLIC HEARING:

Mr. Kricun opened the Public Hearing portion of the meeting by indicating that at the March 20, 2017 Board meeting, the Board authorized that a public hearing be held regarding the proposed revision in sewer connection fee from the present \$5,602 to \$5,870 based on the statutory calculation in accordance with N.J.S.A. 40:14B-22. This statute requires that if the CCMUA is to charge a connection fee it must be calculated in accordance with the statute. It should be noted that no written comments were received. No public came forward to comment on the proposed resolution. A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-59, authorizing revision of connection fee. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-59 was adopted.

TREASURER/RE-APPOINTED COMMISSIONERS- OATHES OF OFFICE

Chairman Brennan noted that Commissioner Burley was relinquishing her duties as Treasurer so nominations for Treasurer were taken. Commissioner Burley nominated Commissioner Swartz to be elected Treasurer which was seconded by Commissioner Cuffee. No further nominations were made; nominations were closed. There being no question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

Commissioner Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-58 was adopted.

Michael Watson, Esquire (Solicitor) administered the Oath of Office to Jeffrey Swartz.

ADOPTION OF MINUTES:

A motion was made by Commissioner Burley and seconded by Commissioner Swartz to adopt the Minutes of the Regular Meeting held on February 21, 2017. 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, Swartz, Sytnik | - | YES |
| Commissioner Burley, Stokes | - | ABSTAIN |
| Chairman Brennan | - | YES |

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- April 2017
The CCMUA received a couple of odor complaints during the last 30 days. One was from Commissioner MacFarlane who reported that during mass at Sacred Heart Church on Sunday, it was odorous. The matter was looked into on the following day when he advised Mr. Kricun of it. It appears that everything was in working order. Mr. Kricun indicated that the CCMUA is still producing more than average sludge which contributes to possible odor events. Mr. Gipson explained that it is a seasonal issue and the totals appear to be trending downward. In addition, he explained that the CCMUA is responsible for the odor event that occurred earlier in the month (sludge dryer ventilation/odor control tower) and that the problem has been repaired and a preventive solution was added to avoid future problems.

Mr. Kricun noted that the NJDEP provided final comments regarding the digester and combined heat & power project and they are reviewing the final plans and specs. It is hoped that authorization to advertise for bids will be granted soon. Once the digesters are in place, there will be less sludge and what the nature of the sludge will be much less odorous as a result of the digestion process.

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 March 2017
- 2) Budget Review Report for March 2017
Mr. Planamento commented that financially, the CCMUA is in good shape- utilities and chemicals have been under plan. Mr. Kricun added that Mr. Gipson has made some adjustment to the aeration facilities to reduce the CCMUA's electricity costs. Mr. Gipson explained that the goal is to operate the equipment in the most cost efficient manner while optimizing the chemical usage (not overdosing). In addition, a study of the amount of water usage in the pumping stations is underway to see if there are opportunities for utility savings in this area.

- 3) Cash Management Report for February 2017

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report (February 2017)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-60, authorizing the execution of an agreement between the CCMUA and Recovery Environmental Services, for the removal and disposal of carbon in dryer facility odor control in accordance with Specification #17-04. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-60 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-17:4-61, authorizing entering into an agreement with RPM Landscape Contractor, LLC for provision of landscaping services pursuant to a shared services competitive bid procured with the County of Camden. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-61 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-62, authorizing use of Camden County's 2017 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 On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-62 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-63, authorizing execution of a Memorandum of Agreement with Rutgers University for continued implementation of a Green Infrastructure plan in Camden City. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-63 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-17:4-64, authorizing Change Order No. 1 to Greeley and Hansen for additional engineering services needed for design of improvements to the Delaware No. 1 WPCF's raw sewage pumps. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-64 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-65, commending Dorothy A. Burley for her service to the CCMUA. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-17:4-65 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-17:4-66, 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-66 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-67, authorizing payment of \$2,873,413.81 for expenses disbursed from various trust accounts. 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 Bresch, Burley, Cuffee, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-17:4-67 was adopted.

A motion was made by Commissioner Burley and seconded by Commissioner Cuffee to adopt Resolution #R-17:4-68, 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, none opposed.

Resolution #R-17:4-68 was adopted.

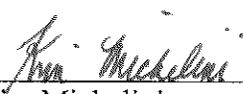
The meeting adjourned to Closed Session at 6:25pm
The meeting returned to Open Session at 6:31pm

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman entertained for a motion of adjournment. A motion was made by Commissioner Burley and seconded by Commissioner Bresch. There being no question, all Commissioners responded "Aye" in favor; none opposed. The meeting adjourned at 6:31pm.

Minutes of this meeting were approved on 5/15/17

Respectfully Submitted,



Kim Michelini
Authority Secretary