

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the October 16, 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 November 20, 2017 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING HELD ON
OCTOBER 16, 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, Cuffee, Cutler, MacFarlane, Stokes, Swartz & Sytnik
Chairman Brennan

ABSENT: Commissioner Burley

STAFF PRESENT:

Andrew Kricun, Executive Director
Wayne Planamento, Chief Financial Officer
Robert Cornforth, Director of O&M
Len Gipson, Asst. Director of O&M
Scott Schreiber, Director of Operations- Admin

Kim Michelini, Authority Secretary
Alisa Smith, Secretarial Assistant

CONSULTANTS:

Michael 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 22, 2017 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 September 18, 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, MacFarlane, Stokes, & Sytnik	-	YES
Commissioner Cutler & Swartz	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- October 2017

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 (August & Year End)

Supporting Reports:

- a. Collections Report- August 2017
- b. Budget Review Report- August 2017
Commissioner MacFarlane noted that according to the report, connection fees were under budget by \$1.4 million to which Mr. Planamento and Mr. Kricun indicated that meeting the budget on this line item was unlikely. Commissioner MacFarlane also asked why chemicals (hydroxide) and other administrative fees were slightly higher this month to which Mr. Cornforth explained that hydroxide is the chemical used in the pump stations for odor/corrosion control. He noted that while there have been no anomalies, he suspects that the tanks were filled twice in the month (once in the beginning and once at the end) and will keep an eye on it moving forward. Mr. Kricun added that this line item is under budget for the year. Regarding the administrative fees, Mr. Planamento explained that the majority of this line item consists of bank fees (letter of credit, NJEIT, debt fees, etc). Commissioner MacFarlane stated that overall, the budget looks good again this month.
- c. Cash Management Report- August 2017
- d. NW Cash Flow Report- August 2017

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report- August 2017

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS: NONE

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-17:10-119A, authorizing the execution of an agreement between the CCMUA and Gayle Corporation, Malvern, PA for the supply of Aurora Pumps in accordance with Specification #17-16. 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-17:10-119A was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-17:10-120, authorizing the execution of an agreement between the CCMUA and Willier Electric Motor and Controls (Baldor 501 Stock Product Catalog) in accordance with Specification #17-19. 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-17:10-120 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:10-121, authorizing award of contract to All Industrial Safety Products, Inc. for Calibration Service Agreement of GMI & Honeywell Multigas Portable Monitors Pursuant to Solicitation of Quotation #2017-5a. 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-17:10-121 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-17:10-122, authorizing award of the annual bond counsel services contract to Obermayer Rebmann Maxwell & Hippel. 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-17:10-122 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-17:10-123, authorizing award of special bond (NJEIT funding) counsel services contract to DeCotiis Fitzpatrick, Cole & Giblin. 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-17:10-123 was adopted.

Mr. Kricun requested that the Board table this item to allow for discussion in closed session. A motion was made by Commissioner Stokes and seconded by Commissioner Bresch to table Resolution #R-17:10-124, award of a contract for Hauling and Disposal of Dried Biosolids (RFP #2017-13). There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-17:10-124 was tabled.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-17:10-125, 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 and the Commissioners responded to their names as follows:

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

Resolution #R-17:10-125 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-17:10-126, authorizing payment of \$5,806,934.40 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
Commissioner MacFarlane - ABSTAIN
Chairman Brennan - YES

Resolution #R-17:10-126 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-17:10-127 authorizing that the CCMUA hold a closed session meeting to discuss potential litigation and a demand letter from the UTCA of New Jersey and PKF-Mark III. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-17:10-127 was adopted.

The meeting adjourned to Closed Session at 6:07pm.
The meeting returned to Open Session at 6:22pm.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman entertained for a motion of adjournment. A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee. All Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:22pm.

Minutes of this meeting were approved on 11/20/17

Respectfully Submitted,



Kim Michelini
Authority Secretary