

## CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the August 15, 2016 adjourned 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 September 19, 2016 Regular Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON AUGUST 15, 2016**

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	-	YES
"	Burley	-	ABSENT
"	Cuffee	-	YES
"	Kelly	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	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	
Jack Connolly, Director of O&M	
Len Gipson, Asst. Director of O&M	
Scott Schreiber, Budget Officer	

**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 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 Bresch and seconded by Commissioner Kelly to adopt the Minutes of the Regular Meeting held on July 18, 2016. There being no question on the motion, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu	-	YES
Chairman Brennan	-	YES

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

**1) Environmental Management System- August 2016**

Commissioner Wu noted that he did not notice any odors upon arrival to the meeting despite the high humidity. Mr. Kricun noted that he received several odor complaints on Sunday, August 14th and since he was in the area, he stopped in to the main plant. While there was a strong odor in the community, it did not seem to be a sewage odor and there were no odors detected on the plant grounds.

Commissioner Wu asked what percentage of sludge is being sent to the dryers to which Mr. Connolly responded, on average, approximately 80%. He noted that the percentage may have been higher if it not for the fact that the dryers were out of service for 4 days (repair to nitrogen system and replacement of a carbon filter). Mr. Kricun added that the digester

should be in place within the next 24 months, which will reduce the amount of sludge produced by 50%. Short term shut downs of the dryer should not impact the processing of the reduced amount of sludge produced. The dryers, as designed, have vulnerabilities (repairs or maintenance of the nitrogen system, carbon filter, etc) which cause the entire dryer system to be shut down. Upgrading the dryers does not make sense at this time since the digester will significantly reduce sludge production.

2) **CCMUA Recognition**

Mr. Kricun noted that the CCMUA has recently been recognized for its continued good work as follows:

- The CCMUA received a Certificate of Appreciation from the US Environmental Protection Agency (USEPA) for promoting water conservation initiatives
- The CCMUA received a \$67,000 grant from the National Fish and Wildlife Foundation for implementing a rain barrel program in Camden
- The CCMUA was 1 of 61 agencies to be recognized by a joint committee comprised of the USEPA, National Association of Clean Water Agencies (NACWA) and the Water Environment Federation (WEF) as a Clean Water "Utility of the Future"

Congratulations to the Board and staff on these accomplishments. Chairman Brennan complimented Mr. Kricun and the staff on their continued good work. He noted that Mr. Kricun works with and assists Camden County on various County projects

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 July 2016  
2) Budget Review Report for July 2016

Commissioner MacFarlane noted that the budget has continued to improve. Since last month utilities have balanced out and sludge and waste is under budget which are moves in the right direction. Mr. Kricun added that when the dryers are consistently operational, there is a positive impact on the budget. He noted that he recently met with Komline who has agreed to pay sludge disposal costs in the amount of \$60,000 for the month of March (dryers were down) and an extended warranty on the dryer shafts is also being negotiated.

Chairman Brennan asked what kind of impact, if any, the high heat and humidity has on the CCMUA. Mr. Cornforth responded that that regarding electricity, the price is locked in so there is no real fluctuation in price. Regarding the equipment, the heat and humidity has little negative impact on it. Regarding the employees, the CCMUA makes accommodations by scheduling work very early in the day (5/5:30am); having the employees come in early from outside to avoid working in the heat of the day; reminding employees and supervisors to drink plenty of fluids, etc. Mr. Kricun noted that power outages due to high demand are a concern, however, the CCMUA does have backup generators available in the short term.

- 3) Cash Management Report for June 2016

C) **Operations & Maintenance:**

- 1) Del. No. 1 WPCF & Winslow STP- Operations Report (June 2016)

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** NONE

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-16:8-102, authorizing the execution of an agreement between the CCMUA and Flexim Americas Corporation of Edgewood, New York, for the supply and delivery of ultrasonic flow meter in accordance with request for quote #2016-1. There being no question, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-16:8-102 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-16:8-103, approving Change Order No. 7 and final to the CCMUA's contract with Montana Construction for the Camden Combined Sewer Overflow Project. Mr. Kricun explained that there are two components to this change order: final quantities and the unforeseen difficulties with the project which caused significant delays. This project consisted of eliminating 8 of Camden City's 30 outfalls and installing netting systems on the remaining 22. It was discovered when working on the outfall near the George Pacific property (SJ Port), that Georgia Pacific's line was connected to an abandoned outfall so the storm water was going nowhere. As a result, Georgia Pacific's line needed to be re-routed. It took quite some time for Georgia Pacific to approve the re-routing since they did not want any interference with their operations. The total change order is approximately \$424,000, of which \$130,000 is due to final quantities adjustments and \$290,000 is due to the unforeseen re-routing of Georgia Pacific's line to a working outfall. There being no question, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-16:8-103 was adopted.

Mr. Kricun made a recommendation to set aside action on Resolution #R-16:8-104 until after closed session. A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to table Resolution #R-16:8-104, authorizing award of a contract to Centerpoint Associates for construction of the Cedarbrook Pump Station Odor Control System. All Commissioners responded "Aye" in favor. Resolution #R-16:8-104 was tabled until after Closed Session.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to adopt Resolution #R-16:8-105, authorization to contract with a payroll service provider. There being no questions, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-16:8-105 was adopted.

Mr. Kricun made a recommendation to set aside action on Resolution #R-16:8-106 until after closed session. A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to table Resolution #R-16:8-106, authorizing award of a contract to Greeley & Hansen Engineers for Design Engineering Services for wet weather upgrades to Main Plant. All Commissioners responded "Aye" in favor. Resolution #R-16:8-106 was tabled until after Closed Session.

Mr. Kricun made a recommendation to set aside action on Resolution #R-16:8-107, until after Closes Session. A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to table Resolution #R-16:8-107, authorizing award of a contract to JMT for Design Engineering Services for Construction of New Wet Weather Pump Station. All Commissioners responded "Aye" in favor. Resolution #R-16:8-107 was tabled until after Closed Session.

A motion was made by Commissioner Bresch and seconded by Commissioner Kelly to adopt Resolution #R-16:8-108, 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. Commissioner Bresch noted that there were repairs to the vac truck and asked if the CCMUA was still on board for replacement of this vehicle. Mr. Cornforth replied that the truck is vital to the operations and is used on a daily basis. Presently, it is in the shop for repairs about twice a month. Replacement of this vehicle is slated for 2018 since it costs approximately \$500,000. There being no questions, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-16:8-108 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Kelly to adopt Resolution #R-16:8-109, authorizing payment of \$2,281,476.18 for expenses disbursed from various trust accounts. There being no questions, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-16:8-109 was adopted.

Mr. Kricun requested that the Board adopt a resolution authorizing that the CCMUA hold a Closed Session meeting to discuss legal matters. A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to adopt Resolution #R-16:8-110, 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.

Resolution #R-16:8-110 was adopted.

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The meeting adjourned to Closed Session at 6:17pm  
The meeting returned to Open Session at 6:42pm.  
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**PUBLIC PARTICIPATION: NONE**

A motion was made by Commissioner MacFarlane and seconded by Commissioner Kelly to table Resolution #R-16:8-104, authorizing award of a contract to Centerpoint Associates for construction of the Cedarbrook Pump Station Odor Control System. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-16:8-104 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-16:8-106, authorizing award of a contract to Greeley & Hansen Engineers for Design Engineering Services for wet weather upgrades to Main Plant. There being no question, roll call was taken. On roll call the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu - YES  
Chairman Brennan - YES

Resolution #R-16:8-106 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-16:8-107, authorizing award of a contract to JMT for Design Engineering Services for Construction of New Wet Weather Pump Station. There being no question, roll call was taken. On roll call, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Kelly, MacFarlane, Swartz, Wu	-	YES
Chairman Brennan	-	YES

Resolution #R-16:8-107 was adopted.

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. All Commissioners responded "Aye" in favor. The meeting adjourned at 6:46pm.

Minutes of this meeting were approved on 9/19/16

Respectfully Submitted,

  
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Kim Michelini, Authority Secretary