

CERTIFICATION

I hereby certify the attached to a true and correct copy of the unapproved Minutes of the October 17, 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 November 21, 2016 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 17, 2016

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan at 6:00pm. 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	-	YES
"	Cuffee	-	YES
"	MacFarlane	-	YES
"	Swartz	-	YES
"	Wu	-	YES (*arrived 6:05pm)
Chairman	Brennan	-	YES

STAFF PRESENT:

Andrew Kricun, Executive Director
Wayne Planamento, Chief Financial Officer
Robert Cornforth, Director of O&M
Jack Connolly, Director of O&M
Scott Schreiber, Budget Officer

Kim Michelini, Authority Secretary
Alisa Smith, Secretarial Assistant

CONSULTANTS:

Michael Watson, Esq., Brown & Connery (Solicitor)
Tassos Esfratiades, Esq., Obermayer, Rebmann,
Maxwell & Hippel
Douglas Bacher, NW Financial

OTHERS PRESENT:

Marge DellaVecchia, PS&S

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.

Chairman Brennan noted that the first order of business will be a moment of silence for the passing of Commissioner Robert Kelly. At the conclusion of the moment of silence, Resolution #16:10-135, acknowledging Robert E. Kelly and his many years of public service, was read into the record by Executive Director, Andrew Kricun:

WHEREAS, Robert E. Kelly, long time resident of Merchantville, passed away on October 10, 2016 at the age of 72; and

WHEREAS, he is survived by his wife, four children and five grandchildren; and

WHEREAS, he demonstrated a work ethic and dedication to public service as evidenced by his 27 plus years of employment with the County of Camden as the County Engineer and recently as CCMUA Commissioner where he served on the Finance and Engineering/Project Committees; and

WHEREAS, he deserves, upon his passing, the recognition and commendation he has earned; and

WHEREAS, the Camden County MUA wishes to not only express their gratitude for Mr. Kelly's many years of public service, but also their condolences to his family on his passing.

NOW, THEREFORE, BE IT RESOLVED, by the Camden County MUA and the members thereof, that the CCMUA recognizes the many years of public service by Mr. Robert Kelly.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt resolution #R-16:10-135. There being no question on the motion, all Commissioners responded "Aye" in favor.

Resolution #R-16:10-135 was adopted.

Mr. Kricun expressed his condolences to the Kelly family as well as his thanks and appreciation of the Board members for all of their service, help and support.

ADOPTION OF MINUTES:

A motion was made by Commissioner Burley and seconded by Commissioner MacFarlane to adopt the Minutes of the Regular Meeting held on September 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 Bresch, Burley, Cuffee, 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- October 2016
- 2) Clean Water Utility of the Future Recognition Program

Mr. Kricun noted that the CCMUA was 1 of 61 agencies selected by the USEPA, Water Environment Federation and National Association of Clean Water Agencies as a Clean Water Utility of the Future. This is a new national recognition program for which the CCMUA was selected for its endeavors in community service, green energy, green infrastructure and environmental optimization and climate change. Thanks to the Board for its support of these endeavors.

Mr. Kricun also pointed out that the sludge dryer is taking nearly all of the sludge produced and that Len Gipson, the CCMUA's new Assistant Director of O&M, has been instrumental in working with Synagro, the contract operator for the dryer. He thanked the O&M staff for their work.

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 September 2016
- 2) Budget Review Report for September 2016

Commissioner MacFarlane commented positively on the budget; sludge and waste figures continue to move in the right direction with the operation of the dryers (actual is \$100,000 less than budget). In addition, the overall budget is \$145,000 under plan for this month in spite of a spike in professional service expenditures this month. Mr. Kricun gave kudos to the finance department for developing a budget that is very accurate and to the operations & maintenance department for delivering on that budget.

- 3) Cash Management Report for August 2016

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report (August 2016)

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: None

NEW BUSINESS:

Mr. Kricun stated that earlier in the Personnel Committee meeting the Deputy Executive Director vacancy was discussed and the Committee supported his recommendation to appoint Scott Schreiber to that position. He congratulated Mr. Schreiber, noting that he will certainly do a great job in this new role. Mr. Schreiber thanked Mr. Kricun and the Board, adding that he appreciated the opportunity to serve the CCMUA in this new role.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-16:10-125, authorizing the execution of an agreement between the CCMUA and Gayle Corporation, Malvern, PA for supply of parts for Stranco Polyblend and Gen II Units in accordance with Specification #16-13. There being no question on the motion, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-125 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-16:10-126, authorizing the execution of an agreement between the CCMUA and Thesing Power Sweeping, Inc., of Sewell, New Jersey for providing professional street sweeping at the CCMUA facilities located at the 1645 Ferry Avenue and 2nd and Jackson Street in accordance with Specification #16-14. There being no question on the motion, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-126 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Burley to adopt Resolution #R-16:10-127, authorizing a professional services agreement with JMT for construction management services needed for Green and Grey Infrastructure Projects, Phase 3. Chairman Brennan asked who reviewed the RFPs to which Mr. Kricun responded that it was the CCMUA's Directors of O&M (Mr. Cornforth & Mr. Connolly), Budget Officer (Scott Schreiber) and himself. Chairman Brennan suggested that the review committee be as diverse as possible. There being no further question on the motion, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-127 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-16:10-128, authorizing a professional services contract with PS&S for structural engineering services needed to inspect the CCMUA's fishing pier. There being no question on the motion, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-128 was adopted.

Chairman Brennan asked Tassos Esfratiades, Esq., (Bond Counsel) and Doug Bacher (Financial Advisor) to give a brief overview of the temporary funding (Resolution #129) that the CCMUA will be undertaking. Mr. Esfratiades explained that the CCMUA is borrowing funds via notes which is a process permitted under the authorizing statute where there is a deficit in the budget, the CCMUA can borrow through notes that are sold to banks. The first borrowing was for \$6million (approved by the Board last month) to cover expenses in 2016 and the second borrowing is for \$35million to cover expenses in 2017. He explained that bonds and notes are basically the same thing, a debt instrument. Chairman Brennan asked if the Division of Local Government Services (DLGS) needed to be notified to which Mr. Esfratiades explained that yes DLGS will be notified of the borrowing however, approval is not needed as the Statute allows for temporary funding. Chairman Brennan

asked if these two borrowings will cover all of the CCMUA's expenses to which Mr. Bacher responded it should in so far as the estimates used over the course of the year have been updated and revised making the \$35million a good number. The proforma developed shows the payback to occur in 2017 and 2018. The first borrowing of \$6million will be paid off this time next year (October 2017) and in January 2018, \$13million (of the \$35million) will be paid back and the remaining \$22million will be paid back by the end of 2018. Chairman Brennan added that the CCMUA and the County should re-evaluate the various projects that are planned to ensure that the CCMUA is able to meet expectations without cash strapping the CCMUA.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-16:10-129, authorizing the issuance and sale of temporary funding notes Series A and B of 2017 in an aggregate principal amount not exceeding \$35,000,000, and authorizing and approving the sale of the notes and other matters incidental thereto. There being no further question on the motion, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-129 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to table Resolution #R-16:10-130, approving Branch Village Urban Renewal, LLC's request for a fifty-percent (50%) reduction in the connection fee for the Branch Village Midrise Building, pursuant to N.J.S.A. 40:14B-22.3. There being no question, all Commissioners responded "Aye" in favor.

Resolution #R-16:10-130 was tabled.

Mr. Kricun explained that the next resolution #131, is authorizing award of a design engineering contract to Remington & Vernick for design of upgrades to the Camden City sewer system conditioned upon the City reimbursing the CCMUA in full. The CCMUA is in the process of negotiating a shared services agreement with the City to assist the City with the waterfront flooding issues. In order to rectify this problem, both the City and the CCMUA, in tandem, must make certain upgrades to each of their systems and it would likely be best for the CCMUA to manage all of the design components of the project. This resolution represents the City's piece of the design upgrades which the CCMUA will award conditioned upon the City reimbursing the CCMUA in full for this project. The RFPs were reviewed by Camden City's Engineer and Mr. Kricun and Remington & Vernick had the best combination of price and experience- lowest cost proposal and the most experience (they designed the pump station for Camden City). Chairman Brennan reminded Mr. Kricun to include a matrix/summary of the proposals. A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-16:10-131, authorizing award of a design engineering contract to Remington & Vernick Engineers for upgrade of Arch Street Wastewater Pump Station and design of new sanitary sewer from Pine Street Wastewater Pump Station to the CCMUA. Chairman Brennan added that Mr. Kricun was to advise the City that unless the City cleans out their outfalls, this project will not solve the flooding problem. Mr. Kricun noted that this is addressed in the Shared Services agreement with the City currently being negotiated. There being no further question, on roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-131 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-16:10-132, 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. On roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-132 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-16:10-133, authorizing payment of \$2,694,362.69 for expenses disbursed from various trust accounts. On roll call, the Commissioners responded to their names as follows:

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

Resolution #R-16:10-133 was adopted.

A motion was made by Commissioner MacFarlane to adopt Resolution #R-16:10-134, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters. There being no question, all Commissioners responded "Aye" in favor.

Resolution #R-16:10-134 was adopted.

The meeting adjourned to Closed Session at 6:25pm
The meeting returned to Open Session at 6:30pm

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. The meeting adjourned at 6:30pm.

Minutes of this meeting were approved on 11/21/16

Respectfully Submitted,



Kim Michelini
Authority Secretary