

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the June 18, 2018 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 July 16, 2018 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY
MINUTES OF THE REGULAR MEETING HELD ON JUNE 18, 2018

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Brennan at 6:02 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, Swartz & Sytnik
Chairman Brennan

ABSENT: Commissioners Stokes

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:

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

OTHERS PRESENT:

Janet Fisher-Hughes, League of Women Voters
(Camden County)

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 23, 2018 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 Cutler and seconded by Commissioner Swartz to adopt the Minutes of the Regular Meeting held on May 21, 2018. 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, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- June 2018

Mr. Kricun noted that there were three items he wanted the Board to be aware of:

- On June 6th, the CCMUA committed to eliminate flooding in Camden City by the end of 2020, provided that the CCMUA, the City of Camden and American Water did their part, for the up to 1" storm, which accounts for the majority of storms.
- The CCMUA's wastewater treatment plant should be off the electric grid by 2020 (as a result of the digester/combined heat & power projects). Construction on these projects continue and appear to be on schedule. The CHP project should be complete by the end of this year which means that there will be less electricity usage at the Main Plant. The majority of the plant will be run on natural gas. By the end of 2019, the digester project should be completed and the CCMUA will be running on the biogas generated from the digested sludge.
- The CCMUA's effluent has not been good as it has been in the past. Mr. Gipson and the operations staff have been working on resolving the matter. It appears that

progress is being made as the recent weekend numbers were back in line at 2-3 parts per million. There have also been some issues with the settling of solids that is likely due to it being colder weather for a longer time this spring as well as the CCMUA accepting more flow from the City of Camden during recent rain events.

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/NW Cash Flow Report
Supporting Reports

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that again, utilities are down, but sludge and waste is up- both by about \$200,000. Mr. Gipson indicated that the dryer was down for the month of April for repairs which is why sludge and waste were higher than plan. The good news is in May, 100% of the sludge was processed by the dryers and in June, to-date, the dryers have processed approximately 90% of the sludge generated. So, in future reports, there should be a noticeable decrease in sludge and waste. Mr. Kricun further added that the operational changes recently suggested by Komline, and now implemented by Synagro, will also improve the dryer operation.

Mr. Kricun updated the Board that the CCMUA did receive a permit from PA DEP to dispose of the dried biosolids. The pricing is about \$20/ton less than the current disposal pricing and Synagro is willing to contract with the vendor at the reduced price and a small fixed fee for Synagro. Mr. Schreiber added that the trial run was delayed and will hopefully be completed soon. The CCMUA will continue working with Covanta and the NJDEP to receive approval to dispose of the dried biosolids at their nearby Camden location.

- c. Cash Management Report

C) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report- April 2018

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

Mr. Kricun explained that Resolution #R-18:5-93 was tabled last month to allow for additional staff review of the proposals received. The four CCMUA employees (Executive Director, Director of Admin Operations and both Directors of O&M) and two Camden County employees reviewing the matter reached a consensus to award a contract to JMT Associates for the design of soil erosion and bank stabilization for the Newton Creek. A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:5-93, authorizing the Newton Creek Soil Erosion and Bank Stabilization Design Contract to JMT Associates. Chairman Brennan asked how much has been spent to date on this project to which Mr. Kricun responded approximately \$900,00 including this contract (dredging design and bank stabilization/soil erosion design). The

CCMUA will apply to the NJ Infrastructure Bank for funding and, once approved, it will be reimbursed and the loan will be repaid over 30 years. Commissioner MacFarlane sought clarification of the project area to which Mr. Kricun explained that the project area is from Saddler’s Woods to the Black Horse Pike. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-18:5-93 was adopted.

NEW BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:6-97, authorizing the 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 and the Commissioners responded to their names as follows:

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

Resolution #R-18:6-97 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-18:6-98, authorizing the execution of an agreement between the CCMUA and Solid Waste Services d/b/a J.P. Mascaro & Sons for collection and removal of grit and scum in accordance with Specification #18-15. 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, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:6-98 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:6-99, authorizing an agreement between the Camden County MUA and the Cooper’s Ferry Partnership regarding design engineering services for new athletic fields and green infrastructure in Camden City. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-18:6-99 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-18:6-100, authorizing an agreement between the CCMUA and Ewing Cole for design engineering services for new athletic fields and green infrastructure in Camden City. Mr. Kricun explained that this resolution, if adopted, is expressly conditioned upon execution of the agreement between the CCMUA and Cooper’s Ferry Partnership just adopted (#R-18:6-99). Therefore, until that agreement is fully executed, this agreement will not take effect. Chairman Brennan asked, for the record, who was on the RFP Review Committee that made this recommendation to which Mr. Kricun indicated that it consisted of Mr. Kricun (CCMUA), Kris Kolluri (CEO-Cooper’s Ferry Partnership), Larry Gaines (Rutgers University) and James Lex (Camden County Improvement Authority). Chairman Brennan added that both Resolutions #99 & 100, commits the CCMUA to zero dollars (\$0). The CCMUA is to be reimbursed in full for the project. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-18:6-100 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-18:6-101, ratifying approval of expense vouchers as approved by the Executive Director under Authorization granted by CCMUA Resolution #R-97:3-60 dated March 18, 1997. Commissioner Cuffee asked if adding solar panels to the CCMUA's pump stations would be beneficial to which Mr. Kricun indicated that it is something to consider as roofs are replaced (20-30 yrs old) at the stations. Mr. Kricun added that the CCMUA's capital budget has been increased to include these projects and others such as equipment replacement, etc. There being no further question on the motion, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-18:6-101 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-18:6-102, authorizing payment of \$6,263,781.15 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, MacFarlane, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:6-102 was adopted.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:25pm.

Minutes of this meeting were approved on July 16, 2018

Respectfully Submitted,



Kim Michelini
Authority Secretary