


CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the October 16, 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 November 19, 2018 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 16, 2018

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: None

STAFF PRESENT:

Andrew Kricun, Executive Director
Wayne Planamento, Chief Financial Officer
Robert Cornforth, Director of O&M- Interceptors
Len Gipson, Director of O&M- Main Plant
Scott Schreiber, Director of Operations- Admin
Kim Michelini, Authority Secretary
Alisa Smith, Secretarial Assistant

CONSULTANTS PRESENT:

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

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 August 1, 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 Cuffee and seconded by Commissioner Bresch to adopt the Minutes of the Regular Meeting held on September 17, 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, Sytnik	-	YES
Commissioners Stokes, Swartz	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kricun thanked the Board for accommodating the meeting date change which allowed him to participate/speak at another meeting. Commissioner Cutler thanked Mr. Kricun for representing the CCMUA on the national level.

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- October 2018
Mr. Kricun reported that the plant, including effluent quality and odor control continues to run well- thanks to Mr. Gipson, Mr. Cornforth and their staff. In addition, he and Mr. Schreiber have been working to obtain a lower price for the disposal of the dried biosolids. Meetings have been held with Amerigreen and Synagro and the conceptual terms of the agreement have been worked out, so Mr. Kricun will work with the Solicitor, Brown &

Connery, to finalize everything. Once resolved, the CCMUA will save approximately \$20/ton in hauling expenses.

The Sludge Digester/CHP projects continue to move forward. The CHP project should be complete by the end of January 2019 and the Digester is anticipated to be complete by the January 2020. Once these projects are complete, the CCMUA will be generating its own electricity.

Mr. Kricun is working with the Solicitor (William Tambussi and Mark Asselta), Brown & Connery, to begin negotiations with Covanta to discuss the next steps in the sustainability loop project and possible development of a micro-grid which will provide green, resilient, low-cost energy to the City of Camden. Chairman Brennan suggested that Mr. Kricun discuss the conceptual issue of inclusion of private entities to the microgrid with the CCMUA's bond counsel. Mr. Kricun added that while McCarter & English, bond counsel for the Infrastructure Bank, indicated that it was okay, he will still discuss it with the CCMUA's bond counsel. Commissioner MacFarlane added that it would be helpful if the CCMUA was able to negotiate a long-term agreement with Covanta to which Mr. Kricun indicated that was the plan. Commissioner MacFarlane is available to assist Mr. Kricun and the CCMUA with this project.

Commissioner Bresch asked for a status update on the odor control system- specifically the biotrickling system installed by BioAir. Mr. Kricun indicated that the biotrickling system is operating, but sub-optimally, at only 40-50% of the projected capacity and there has been little improvement. That being the case, the CCMUA uses carbon more rapidly than anticipated. Mr. Gipson added that the long-term plan is that, through some re-routing of piping, the odors coming off the dryer will be diverted to and then treated in the large biofilter system. This will require one capital project to complete the tie-in of systems.

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- August Supporting Reports

a. Collections Report

b. Budget Review Report

Commissioner MacFarlane noted that the budget remains in good shape and asked for clarification as to what is included in "Other Admin" and "Other Sewage" expenses. Mr. Planamento explained that bank fees, training, travel, etc. are expenses included in Admin and permits, NJPDES permit, uniforms, etc. are included in Sewage. Mr. Kricun added that the NJPDES (discharge permit issued by the State) permit makes up the majority of the figure in the report.

c. Cash Management Report

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

Mr. Kricun indicated that it was the recommendation of the Solicitor, Michael Watson, to table this resolution until after Closed Session. Mr. Watson asked that it be tabled to allow discussion in Closed Session. A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to table Resolution #R-18:8-122, authorizing rejection of bids received for Specification #18-10A, supply and delivery of bulk liquid oxygen and authorize negotiation of a contract for these services. There being no question on the motion, a Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:8-122 was tabled until after Closed Session

After Closed Session, a motion was made by Commissioner Bresch and seconded by Commissioner Swartz to table Resolution #R-18:8-122 until November's meeting. 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-18:8-122 was tabled until November 19, 2018.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #18:8-124, authorizing assignment of a contract for design engineering services needed for dredging of the Newton Creek from FX Browne to Bogia Engineering. 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-18:8-124 was adopted.

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-18:10-139, authorizing award of a contract to All Industrial Safety Products, Inc. for calibration service agreement of GMI & Honeywell Multigas Portable Monitors pursuant Solicitation of Quotation #2018-05. 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-18:10-139 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:10-140, authorizing a time extension to the CCMUA's agreement with Wells Fargo Bank for cash management lock box services. 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-18:10-140 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:10-141, authorizing Change Order No. 4 to Bogia Engineering (formerly FX Browne) for design engineering services needed for dredging of the Newton Lake. Chairman Brennan suggested that the CCMUA do what it can to prevent/limit change orders (through its consultant) on this project to which Mr. Kricun responded that change orders can be addressed in the shared services agreement with the County that is soon to be developed. 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, MacFarlane, Stokes Swartz & Sytnik	-	YES
Commissioner Cutler with comment (below):	-	YES
<i>Please pay more attention to the process as the project moves forward, so that the CCMUA does not end up having to pay penalties</i>		
Chairman Brennan	-	YES

Resolution #R-18:10-141 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-18:10-142, authorizing Change Order No. 2 to Greeley & Hansen for additional engineering services needed for design of improvements to the Delaware #1 WPCF’s raw sewage pumps. Mr. Kricun explained that this project is part of the waterfront improvement project whereby the CCMUA is undertaking certain upgrades to increase its wet weather capacity at the main plant. The CCMUA must increase its capacity to receive the additional flow from the City as a result of the waterfront development. Peak capacity is currently at 150MGD and will increase to 185MGD once the project is complete. However, during the design process, additional upgrades associated with this project were recommended by the O&M staff. These upgrades are also on the CCMUA’s capital projects list and since the project (and the additional changes) are eligible for funding through the NJ Infrastructure Bank, it was decided to add these items to the design, which resulted in this change order. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:10-142 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik to adopt Resolution #R-18:10-143, authorizing a shared services agreement among the County of Camden, the CCMUA and the City of Camden for provision of park maintenance services. Mr. Kricun explained that the CCMUA would contribute 50% of the total AmeriCorps grant and the City and County would contribute the balance. The park maintenance is performed under the supervision of the Center for Family Service and includes CCMUA, City and County owned parks within 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:10-143 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:10-144, authorizing the sale of 351 Landing Road, Gloucester Township, Block 2401, Lot 4 owned by the Camden County Municipal Utilities Authority. Mr. Kricun indicated that the minimum bid is \$470,000 for the 20-30-acre parcel. Commissioner Cutler asked if it would be more profitable to change the zoning and when were the bids due to which Mr. Kricun responded that it would not be helpful to change the zoning. Mr. Cornforth added that the property is in an industrial park. Chairman Brennan added that the property is being sold “As-Is.” Mr. Kricun then advised that the plan is to open bids in late November with award at the December

Board meeting. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:10-144 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:10-145, authorizing award of a contract to Amane Advisors North America for annual membership to Digital Water Utility Group. Mr. Kricun indicated that this membership will allow the CCMUA to share knowledge and information with other leading utilities. Chairman Brennan noted that this membership is for a one-year trial basis. 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-18:10-145 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution Adoption of Resolution #R-18:10-146, authorizing the execution of an agreement between the CCMUA and Ametek Arizona Instrument in accordance with Request for Quote #2018-03. 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-18:10-146 was adopted.

Mr. Kricun requested that this resolution be tabled for discussion in Closed Session. A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to table Resolution #R-18:10-147, authorizing the execution of an agreement between the CCMUA and Heil Engineered Process Equipment in accordance with Request for Quote #2018-04. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:10-147 was tabled until after Closed Session.

After Closed Session, a motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to table Resolution #R-18:10-147 until November's meeting. 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-18:10-147 was tabled until November 19, 2018.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:10-148, 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. 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-18:10-148 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cutler to adopt Resolution Adoption of Resolution #R-18:10-149, authorizing payment of \$9,503,025.13 for expenses disbursed from various trust accounts. Commissioner MacFarlane asked what the payments to NE Remsco and Camden BioEnergy were for to which Mr. Kricun explained they are the contractors for the Digester and Combined Heat and Power (CHP) projects, respectively. 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, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-18:10-149 was adopted.

A motion was made by Commissioner and seconded by Commissioner to adopt Resolution #R-18:10-150, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters concerning possible litigation with respect to a contract dispute and contract negotiations. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-18:10-150 was adopted.

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The meeting adjourned to Closed Session at 6:30pm.
The meeting returned to Open Session at 6:35pm.
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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 6:36pm.

Minutes of this meeting were approved on 11/19/18

Respectfully Submitted,



Kim Michelini
Authority Secretary