

CERTIFICATION

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the December 17, 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 January 22, 2019 Regular Meeting.



Kim Michelini
Authority Secretary

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 17, 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, Swartz & Sytnik
Chairman Brennan

ABSENT: Commissioner Stokes

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 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 Bresch and seconded by Commissioner Cutler to adopt the Minutes of the Regular Meeting held on November 5, 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.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt the Minutes of the Regular Meeting held on November 19, 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
Commissioner Swartz	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

EXECUTIVE DIRECTOR'S REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- December 2018

Mr. Kricun thanked the Board members for not only attending the December 13th press conference regarding the Rockefeller grant and microgrid project, but also for their on-going support for such environmental friendly/sustainable projects. If this microgrid project is successful, it will make a positive difference in the City of Camden, especially vulnerable infrastructure such as, hospitals, fire, police, schools, drinking water, etc.

Mr. Kricun explained that another sludge dryer shaft has failed and will need to be replaced. Mr. Gipson noted that Komline Sanderson, the dryer designer, has inspected the dryer and determined that the shaft in question has a similar crack to the last failed shaft. The dryer will be down 4-6 months. There are 6 total shafts (2 per dryer) and these are the remaining two that have never been repaired. The plant generates approximately 160 tons per day and the dryers are designed to take 73 tons/dryer per day. However, the CCMUA accepted 65 tons/day because of unforeseen changes in conditions of the sludge. Recently, the dryers have processed far less sludge- approximately 40 tons/day. Commissioner Bresch asked what was causing the decrease in sludge throughput to which Mr. Gipson explained that some of the decrease is a result of maintenance being performed on the dryers, the conversion of nitrogen to air to assist the throughput, conveyor repairs, odds/ends failures, etc. Mr. Cornforth also noted that the dryers are due for a major overhaul in 2020, so the CCMUA may want to undertake the overhaul of this dryer while it is down for repair.

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- October Supporting Reports

- a. Collections Report

- b. Budget Review Report

Commissioner MacFarlane noted that while the budget to actual looks good, salaries are up approximately 5%, but benefits are under by 20%. Mr. Planamento explained that the CCMUA estimated a 10% increase in benefits for 2018 and between the employee's contributions and the benefits not increasing that much, benefits are under budget for the year.

- c. Cash Management Report

C) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE

OLD BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:10-147, RFQ 2018-04, authorizing the execution of an agreement between the CCMUA and Heil Engineered Process Equipment in accordance with Request for Quote #2018-04. Mr. Watson explained that there were a few exceptions of concern noted in their initial bid documents- 1) they capped damages to the cost of the fan (\$27,000); 2) they did not indemnify the CCMUA and 3) governing State law issues needed to be resolved. Through discussion with Heil's attorney, Heil agreed to increase the liability for damages from \$27,000 to \$500,000, indemnify the CCMUA and modify the language to include NJ State governing law. There being no further question or comment 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-18:1-147 was adopted.

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-18:12-169, authorizing the execution of an agreement between the CCMUA and Enfotech of North Brunswick, NJ for the maintenance of the IPACS System for FY 2019. 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-18:12-169 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:12-170, authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Associates, Inc., of Langhorne, PA for supply and delivery of parts for Biosec Enviro Grit Washers in accordance with Specification #18-19(A). 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-18:12-170 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:12-171, authorizing the execution of an agreement between the CCMUA and Municipal Maintenance Company of Baltimore, Maryland for the supply and delivery of parts for Yeoman Chicago Pumps in accordance with Specification #18-24. Commissioner MacFarlane asked if the addition of new line items allowing for the purchase of new pumps is a cost or time savings to which Mr. Cornforth explained that it is sometime cheaper to purchase a brand-new pump versus rebuilding it, but the bid specification did not have that option, so it was added. There being no further question or comment 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-18:12-171 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-18:12-172, authorizing the execution of an agreement between the CCMUA and Dezurik, Inc., of Sartell, Minnesota for supply and delivery of eccentric plugs and butterfly valves in accordance with Specification #18-25. 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-18:12-172 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-18:12-173, authorizing Change Order No. 1 for design engineering contract to JMT for construction of a new wet weather pumping station. Commissioner Cutler expressed that after review of this matter, she felt it was irresponsible to approve this change order as it was not a well thought out plan. Mr. Kricun, for the record, responded by adding that while he understands Commissioner Cutler's concerns, the City, who will ultimately own, operate and maintain this new pump station, approved the developer's request to relocate the pumping station. In addition, the City, according to the agreement between the City, CCMUA and developer, the City will reimburse the CCMUA for the first six million in construction costs associated with this project. There was additional conversation regarding modification to the wording of the resolution to reflect that 1) the CCMUA will be reimbursed by the City and 2) the change in location of the pump station results in a decreased efficacy of the pump station. A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to accept the recommended modifications to this authorizing resolution. 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, MacFarlane, Stokes, Sytnik	-	YES
Commissioner Cutler, Swartz	-	NO
Chairman Brennan	-	YES

Resolution #R-18:12-173 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-18:12-174, authorizing Change Order No. 1 to JMT Associates for design engineering services needed for the dredging of Camden City CSO Outfalls. 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-18:12-174 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:12-175, authorizing an agreement with D&B/Guarino Engineers, LLC for Design Engineering Services during construction of upgrades to the junction chamber and associated piping at the CCMUA's Delaware #1 WPCF. 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-18:12-175 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-18:12-176, authorizing an agreement with Greeley and Hansen for design engineering services during construction needed for the raw sewage pump upgrades and wet weather capacity upgrades at the Delaware #1 WPCF. 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-18:12-176 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-18:12-177, authorizing an agreement with Johnson, Mirmiran & Thompson, Inc for design engineering services during construction of a 100MGD pumping station in Camden City and the dredging of nine Camden City CSO outfalls. 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, Swartz, Sytnik	-	YES
Commissioner Cutler	-	NO
Chairman Brennan	-	YES

Resolution #R-18:12-177 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-18:11-178, authorizing an agreement with Remington & Vernick Engineers for design engineering services during construction of the Arch Street Pump Station improvements and Cooper Street improvements. 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
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Chairman Brennan - YES

Resolution #R-18:12-178 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-18:12-179, authorizing an agreement with F.X. Browne, Inc, a Division of Bogia Engineering, Inc., for design engineering services during the dredging of Newton Creek. 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-18:12-179 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-18:12-180, regarding Fulton Bank and the execution of documents for cash management services consistent with the award of CCMUA Resolution #R-18:4-88. 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-18:12-180 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-18:12-181, authorizing award of a contract for Contract #117, Delaware #1 WPCF separation of City and County interceptors to Northeast Remsco Construction, Inc. 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-18:12-181 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-18:12-182, amending various policies of the Camden County Municipal Utilities Authority. Mr. Watson confirmed that the policies being considered are consistent with the County's policies. 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-18:12-182 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-18:12-183, authorizing the sale of 351 Landing Road, Gloucester Twp., Block 2401, Lot 4 owned by the CCMUA to the Gloucester Twp. MUA in the amount of \$410,000. 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-18:12-183 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:12-184, 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, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-18:12-184 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-18:12-185, authorizing payment of \$4,222,955.77 for expenses disbursed from various trust accounts. Chairman Brennan asked for more information regarding the \$23,500 payment to Surety Title to which Mr. Kricun explained that it was closing costs, including purchase price of \$20,000 and settlement/closing fees of \$3,500, for the last two parcels in Gateway Park. There being no further questions or comment 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-18:12-185 was adopted.

Mr. Kricun asked the Board to consider an additional resolution regarding a 2% salary increase for Non-Bargaining employees. This increase is in line with the increase approved for County employees. A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-18:12-186, approving a salary increase for classified and unclassified non-bargaining employees. 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-18:12-186 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 Bresch. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:37pm.

Minutes of this meeting were approved on 1/22/19

Respectfully Submitted,



 Kim Michelini
 Authority Secretary