

**CERTIFICATION**

I hereby certify the attached to be a true and correct copy of the **unapproved** Minutes of the January 22, 2019 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 February 19, 2019 Reorganization Meeting.



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Kim Michelini  
Authority Secretary

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON JANUARY 22, 2019**

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, Stokes, Swartz & Sytnik  
Chairman Brennan

ABSENT: Commissioner MacFarlane

**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)

**OTHERS PRESENT:**

Marge DellaVecchia, Cherry Hill resident

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

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

1) Environmental Management System- January 2019

Mr. Kricun updated the Board on the following:

**January 21, 2019 power outage (5:00pm) at the Main Plant**

A power outage occurred with PSE&G which affected the CCMUA. The CCMUA's automatic transfer switch failed to switch over which resulted in loss of power to the main treatment plant. PSE&G was notified, but did not respond for approximately 1 hour delaying the start up by about 90 minutes (power was restored at 6:30pm). This resulted in a minor sewage overflow in Woodlynne as there is only so much storage capacity in the interceptor lines coming to the Main Plant. Cleanup has occurred at the site of the overflow and Mr. Gipson and Mr. Cornforth are working to obtain replacement parts for the transfer switch.

### **Sludge Dryer**

As reported last month, a shaft in one of the three dryers failed (3 dryers with 2 shafts each= 6 total shafts). This is the fourth of six shafts to have failed. The manufacturer, Komline Sanderson, has been notified and is working to repair the shaft. Mr. Gipson suggested that since the dryer will be down for approximately 6 months, other upgrades that will be needed in the near future, be performed at this time while the dryer is down and out of service. The CCMUA will incur additional sludge disposal costs during this period as the main plant generates more sludge than two dryers can handle.

### **Combined Heat and Power**

It is anticipated that the Combined Heat and Power (CHP) facility will be online by April and as a result, the CCMUA will switch its operations to natural gas. The CCMUA is currently negotiating with Anaergia for a credit in operation costs since the CHP will be operating on natural gas (v. biogas generated from the digester) until the construction of the digester is complete (approximately 1 yr). Once the digester is complete, the plant will primarily run on biogas and solar power.

### **Microgrid**

A meeting was held with representatives from the County and Covanta regarding the microgrid project. This project consists of Covanta sending the CCMUA energy at a reduced rate in exchange for the CCMUA sending Covanta its effluent which they'll use for cooling. The extra power generated will be "wheeled" out to other vulnerable agencies such as schools, hospitals, etc.

Chairman Brennan asked about the state of the biotrickling odor control system. Mr. Kricun explained that the system will need to be replaced as it is not functioning at full capacity. However, we are delaying doing so until the digester project is complete as the sludge when digested, is reduced by half and is less odorous. So, we may not need an odor system with as much treatment capacity after the digester is finished. So, in the short term, we will continue to use the biotrickling system and evaluate the possibility of using the large biofilter system for all odor control.

**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- November Supporting Reports

- a. Collections Report

Commissioner Cutler noted the shortfall in anticipated connection fees and asked if that will be adjusted in 2019. Mr. Kricun indicated that connection fee revenue in 2019 will be decreased to be more in line with historic data. It was thought that the 2013 NJ tax incentive program would result in far more development in Camden City than has materialized so far.

- b. Budget Review Report

Mr. Planamento noted that the 2018 actual v. budget continues to do well, especially sludge disposal and utilities. Mr. Schreiber added that the staff is continuing to analyze utility expenses in light of the CHP, digester project

and other such projects planned for 2019 and 2020. Also, the 2019 budget includes \$8 million for capital projects.

c. Cash Management Report

**C) Operations & Maintenance:**

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

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-19:1-1, adopting a late budget resolution. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-1 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-19:1-2, adopting a temporary budget. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-2 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-19:1-3, designating an auditor for Fiscal Year 2018 in conjunction with the County of Camden as part of the shared services initiative. Chairman Brennan asked for clarification on the cost for the audit to which Mr. Kricun confirmed that the CCMUA will pay \$59,250 for its annual auditor services and this figure. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-3 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-19:1-4, regarding the issuance of Requests for Proposals. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-4 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cutler to adopt Resolution #R-19:1-5, authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Associates of

Langhorne, PA for supply and delivery of parts for infilco degremont “climber screen” mechanical bar screens – model IIS in accordance with Specification #18-26. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-5 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-19:1-6, authorizing the execution of an agreement between the CCMUA and Edwin Elliot & Co., Inc., of Lafayette Hill, PA for supply and delivery of rotork electric actuators and pacscan controllers in accordance with Specification #18-27. Commissioner Stokes noted that there was just one bidder to which Mr. Cornforth explained that the vendor is the factory/franchise rep for the Philadelphia region. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-6 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-19:1-7, authorizing the execution of an agreement between the CCMUA and Philadelphia Mixing Solutions, LTD, of Palmyra, PA for repair of Philadelphia mixers located at the CCMUA Delaware #1 Plant in accordance with Specification #18-29. However, prior to a vote, the Solicitor recommended that action be deferred until after the matter is discussed in Closed Session. Therefore, a motion was made by Commissioner Sytnik and seconded by Commissioner Swartz to table Resolution #R-19:1-7. Therefore being no questions, all Commissioners responded “Aye” in favor, none opposed.

Resolution #R-19:1-7 was tabled until after Closed Session.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-19:1-8, authorizing the execution of an agreement between the CCMUA and ASGCO Manufacturing, for parts and services for miscellaneous conveyor belts in accordance with Specification #19-01. Commissioner Cutler noted that there is one bidder and asked if there was any way to benchmark the pricing? Mr. Cornforth responded that there is not, but they do check pricing with other Authorities in the area who use these same parts. Commissioner Bresch asked if the prices could be compared from one bid cycle to another to see if the pricing is consistent from one bid to the next? Mr. Cornforth explained that this is mostly a time and material contract and while the contract total is high, the dollar amount typically spent and encumbered is far less. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-19:1-8 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-19:1-9, authorizing Change Order No. 1 to the contract for Northeast Remsco for installation of sludge digestion facilities at the Delaware No. 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, Stokes, Swartz, Sytnik	-	YES
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Chairman Brennan - YES

Resolution #R-19:1-9 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-19:1-10, authorizing Change Order No. 2 to the contract for Northeast Remsco for installation of sludge digestion facilities at the Delaware No. 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-10 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-19:1-11, authorizing an agreement with Drexel University to undertake green infrastructure modeling to reduce combined sewage overflows and flooding in the Cramer Hill section of Camden City. Chairman Brennan suggested that the County's Public Affairs Office be notified of this study as it will hopefully result in plans to help reduce flooding in the Cramer Hill section of Camden. 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-11 was adopted.

Mr. Kricun explained that bids were received last Thursday, January 17<sup>th</sup> and it is recommended that the matter be tabled to discuss in Closed Session. A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-19:1-12, Contract 116, Raw Sewage Pumps. 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-12 was tabled until after Closed Session.

Mr. Kricun explained that according to our Solicitor, there is a non-correctable/non-waivable flaw in the low bid and the next low bid received is significantly higher in price. So, it is the recommendation to reject all bids. However, prior to any vote, it was recommended that the matter be discussed in Closed Session. A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to table Resolution #R-19:1-13, authorizing rejection of all bids received for Contract #116, Wet Weather Upgrades to 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-13 was tabled until after Closed Session.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-19:1-14, authorizing the execution of an agreement between the CCMUA and Paragon Consulting Services, Inc.

of York, PA for consulting and IT services related to the CCMUA's IMBi System . 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-14 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-19:1-15, 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-15 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Swartz to adopt Resolution #R-19:1-16, authorizing payment of \$7,194,063.62 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, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-19:1-16 was adopted.

Added to the agenda, is Resolution #R-19:1-17, authorizing that the Authority hold a Closed Session meeting to discuss contract negotiations and potential matters of litigation. A motion was made by Commissioner Sytnik and seconded by Commissioner Swartz to adopt Resolution #R-19:1-17. All Commissioners responded "Aye" in favor, none opposed.

Resolution #R-19:1-17 was adopted.

**PUBLIC PARTICIPATION:**

Marge DellaVecchia, 417 Downes Drive, Cherry Hill. Ms. DellaVecchia asked for a status update on the proposals submitted for the Wastewater Management Plan. Mr. Kricun explained that additional information is needed before a recommendation is made and a letter will be sent to the parties notifying them of same.

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The meeting adjourned to Closed Session at 6:30pm  
The meeting returned to Open Session at 6:45pm  
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On the recommendation of the Solicitor, a motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to table Resolution #R-19:1-7. There being no comment or question, a roll call vote was taken a and the Commissioners responded to their names as follows:

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

Resolution #R-19:1-7 was tabled.

On the recommendation of the Solicitor, a motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to table Resolution #R-19:1-12. There being no comment or question, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-19:1-12 was tabled.

On the recommendation of the Solicitor, a motion was made by Commissioner Stokes and seconded by Commissioner Swartz to adopt Resolution #R-19:1-13, authorizing the rejection of all bids for Contract #116, Wet Weather Upgrades. There being no comment or question, a roll call vote was taken and the Commissioners responded to their names as follows:

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

Resolution #R-19:1-13 was adopted.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:48pm.

Minutes of this meeting were approved on 2/19/19

Respectfully Submitted,

  
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Kim Michelini  
Authority Secretary