

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON MAY 20, 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, MacFarlane, Stokes (*arrived at 6:03pm*), Swartz & Sytnik  
Chairman Brennan

**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

**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 25, 2019 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 Sytnik to adopt the minutes of the Regular Meeting held on April 15, 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

The motion was carried.

**EXECUTIVE DIRECTOR'S REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

- 1) Environmental Management System- May 2019  
Mr. Kricun noted that the plant is operating quite a bit better than it had been as the staff has been working diligently on removing the old sludge inventory and restoring the plant to balance. As a result, sludge disposal costs have increased because more is being hauled out of the plant to offsite locations. Mr. Cornforth continues to work with the insurance company regarding the failed dryer shaft damage claim. Due to the sludge dryers being out of service for two failed shafts, the CCMUA is experiencing much higher sludge disposal costs. Mr. Cornforth explained that he has been in contact with the CCMUA's insurance carrier regarding the claim, providing information as needed. He indicated that the carrier has not yet indicated if it is accepting the claim. **(At this point- 6:03pm, Commissioner Brad Stokes arrived to the meeting).**

Mr. Kricun also indicated that he recently met with Komline Sanderson to discuss the sludge dryer shaft failures. During this meeting, a consensus was reached as to the repair of the dryer shafts will be at their expense (they will replace all three shafts). Mr. Kricun added that he will be working with Brown & Connery, the CCMUA's Solicitor, to draft the settlement agreement. Once that has been completed, the matter will be brought back to the Board for further discussion.

He also reported that negotiations with Amerigreen to provide disposal of the dried biosolids byproduct have concluded (see Resolution #R-19:4-67). This agreement will provide a cost savings of approximately \$20/ton in disposal costs over what it is currently being charged by Synagro, the sludge dryer contract operator, who presently provides this service to the CCMUA.

**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- March & YTD  
Supporting Reports:

- a. Collections Report

- b. Budget Review Report

Commissioner MacFarlane noted that professional services were considerably high than normal because of administrative services. Mr. Planamento explained that costs associated with the inventory upgrade project came in much higher than originally expected. Mr. Schreiber further explained that the inventory upgrade project Mr. Planamento referred to is software upgrades to our current system which must be front-loaded on the budget rather than flat across the budget year.

- c. Cash Management Report

**C) Operations & Maintenance:**

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

Commissioner MacFarlane asked Mr. Cornforth and Mr. Gipson to provide a brief explanation of the line items in this report each month during the meeting as it will be helpful to the members to have a better understanding of how the plant is operating. For instance, Mr. Gipson explained that during the month of March, the CCMUA treated about 2,000 million gallons of wastewater (or about 62 million gallons per day) and that it removed 94% of the solids in the wastewater received. Mr. Kricun indicated that the CCMUA performs better than the industry average (85-90%) in this category. Mr. Cornforth reported that the report indicates that the total septage received for the month was 887,590 gallons which equates to roughly \$30,000 in revenue, and, is about the average received each month. Mr. Gipson also indicated that the last statistic on the report, regarding the distribution of sludge and dried byproduct, indicates that the about 43% of the dewatered sludge was processed by the one operating dryer and the remaining 57% of the dewatered sludge was hauled or placed in storage, waiting to be hauled. He also reported that the total sludge hauled out of the plant is much higher than normal for the months of April and May as we continue to remove old inventory stored in the plant.

Discussion regarding the budget to actual versus the budget to budget (2018 – 2019) ensued. Mr. Schreiber explained that several months ago, the budget line item was

revised to reflect the coming increase in sludge disposal costs as a result of the sludge dryers being out of service. So, while the actual to budget for 2019 indicates that we are at/near budget for sludge and waste, this expense is significantly over (by \$300,000) when one looks at this same line expense this time in 2018. The result is that the CCMUA is spending much more in 2019 for sludge disposal than it did in 2018, because of the failure of the dryers

Finally, it was noted by Commissioner Stokes that it was somewhat odorous in the parking lot when he arrived for the meeting. Mr. Gipson explained that the CCMUA is hauling far more than normal which means that there is much more truck activity in the main plant increasing the potential for odors. Two trucks were late coming in to load, the construction in the plant has redirected truck traffic and the emptying of the sludge trucks into the storage building results in frequent opening and closing of the doors to the building. The staff will take additional steps to minimize the potential for odors.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: NONE**

**OLD BUSINESS:**

Mr. Kricun explained that an RFP was issued at the end of 2017 to procure a contract for disposal of the dried biosolids byproduct which is produced by the sludge drying facility. After much negotiation with Amerigreen (proposer) and Synagro, the sludge dryer contract operator who currently has responsibility for the disposal of the dried byproduct, the CCMUA and Amerigreen were able to come to an agreement on the contract terms. Mr. Kricun recommends that the CCMUA enter into an agreement with Amerigreen for the disposal of the dried byproduct at \$67.04/ton, which is about \$20/ton less than what we currently pay. This agreement is conditioned upon the CCMUA and Synagro agreeing to a contract amendment regarding the disposal of the dried byproduct. A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-19:4-67, authorizing an agreement with Amerigreen for disposal of dried biosolids byproduct. 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-19:4-67 was adopted.

**NEW BUSINESS:**

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-19:5-70, authorizing contingency agreement between FMP CH Park, LLC and the Camden County MUA pursuant to NJSA 40:14B-22.3. The CCMUA's Solicitor, Michael Watson, Esq, noted that the agreement contains a provision that, if, over the next 25 years, FMP CH Park, LLC ceases to qualify as a non-profit that is offering affordable housing opportunities or that they provided false information relating to this agreement, then the CCMUA can charge the full connection fee amount. 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-19:5-70 was adopted.

Mr. Kricun indicated that the Solicitor has recommended that this resolution be tabled so that the CCMUA can take a closer look at the bids and possibly begin negotiating with all of the bidders. A motion was made by Commissioner Bresch and seconded by Commissioner Stokes to table Resolution #R-19:5-71, authorizing the execution of an agreement between the CCMUA and Airgas, USA of Allentown PA for the supply and delivery of liquid oxygen in accordance with Specification #18-10(B). There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-19:5-71 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-19:5-72, authorizing the execution of an agreement between the CCMUA and Longo Electric of Wharton, NJ for provision of electric motor repair services in accordance with Specification #19-06. 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-19:5-72 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-19:5-73, authorizing the execution of an agreement between the CCMUA and Hydro International Wastewater for the supply and delivery of parts for Hydro International Sludge Screen 60 in accordance with Specification #19-08. 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-19:5-73 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-19:5-74, authorizing the execution of an agreement between the CCMUA and General Carbon Corporation of Patterson, NJ for the removal and disposal of carbon in dryer facility odor control in accordance with Specification #19-11. 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-19:5-74 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Stokes to adopt Resolution #R-19:5-75, authorizing award of an agreement between the CCMUA and Willier Electric Motor Repair Company, Inc. of Gibbsboro, NJ for the driveline service & repair of pump shafts for the CCMUA at various locations in accordance with Specification #19-12. 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-19:5-75 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-19:5-76, authorizing an agreement between the CCMUA and RJM Services of Gloucester City, NJ and Russell Reid Waste Hauling of Keasby, NJ for the hauling of dewatered sludge cake (transportation only) in accordance with Specification #19-13. 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-19:5-76 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-19:5-77, 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-19:5-77 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-19:5-78, authorizing payment of \$4,160,384.58 for expenses disbursed from various trust accounts. Mr. Kricun noted that the final payment was made to the contractor (Petrongolo) on the Camden City sewer line replacement project (reduce flooding). 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-19:5-78 was adopted.

Mr. Kricun indicated that upon the advice of the Solicitor, a resolution, #R-19:5-79, authorizing that the Authority hold a Closed Session meeting to discuss legal matters pertaining to 1) the outcome of litigation and 2) contract negotiations and potential litigation matters. A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt this resolution. There being no further question, all Commissioners responded "Aye" in favor, none opposed.

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The meeting adjourned to Closed Session at 6:29pm  
The meeting returned to Open Session at 6:37pm  
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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 Cuffee and seconded by Commissioner Bresch. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:38pm.

Minutes of this meeting were approved on 6/17/19

Respectfully Submitted,

  
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Kim Michelini, Authority Secretary