

MINUTES OF REGULAR MEETING
OF THE
CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY
AUGUST 3, 2011

A Regular Meeting of the Cape May County Municipal Utilities Authority was held on Wednesday, August 3, 2011 at 6:30 P.M., at the Authority office in Swainton, N.J. Chairman Betts stated proper notice was given under the provisions of the Open Public Meetings Act. The Pledge of Allegiance was recited.

<u>ROLL CALL</u>	<u>Present</u>	<u>Absent</u>
George W. Betts, Chairman	X	
John J. Pantalone, Vice Chairman	X	
William G. Burns, Jr.	X	
Patricia A. Callinan	X	
William J. McMahan, Jr.	X	
Beatrice Payne	X	
Thomas M. Phelan	X	

Also present were: Authority Staff, John R. Baron, Thomas J. LaRocco, William W. Cathcart, Theresa A. Gallagher, Ann M. McDevitt; Authority Solicitor, Howard C. Long, Esquire.

MINUTES

Minutes of the July 20, 2011 Regular Meeting were submitted for approval or correction. Mr. Burns offered MOTION TO APPROVE THE JULY 20, 2011 REGULAR MEETING MINUTES AS SUBMITTED, seconded by Mr. Pantalone, a Roll Vote followed:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahan	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By majority Roll Vote, the July 20, 2011 Regular Meeting Minutes were approved as submitted.

**TREASURER'S
REPORT**

Mr. Phelan offered MOTION TO ACCEPT THE JUNE 30, 2011 TREASURER'S REPORT as submitted, seconded by Mr. McMahon, a Roll Vote followed:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahon	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By unanimous Roll Vote, the June 30, 2011 Treasurer's Report was accepted as submitted, copy annexed hereto and incorporated herein.

**CORRESPONDENCE &
COMMUNICATIONS**

Mr. Baron briefly reviewed with the Authority Members the routine annual distribution of the emergency calling procedures and contact listings for all CMCMUA facilities. Mr. Cathcart reported that on July 24, 2011, a minor incident occurred in the Middle Township section of the County that required a response from CMCMUA staff, but due to minor miscommunication, there was a delay in the response to rectify the situation. Mr. Cathcart noted that although a thorough list of emergency contact names and telephone numbers is distributed to all municipalities, utilities and police departments, the Authority will take the initiative to provide a clearer and more effective line of communication with all essential emergency response teams to help ensure that a similar event does not occur again.

**UNFINISHED
BUSINESS**

**I. GENERAL COUNTY - WASTEWATER MANAGEMENT AND
SOLID WASTE MANAGEMENT PROGRAMS (COMBINED)**

1. The Authority Members reviewed the Construction Status Report on CMCMUA construction related activities prepared by the CMCMUA Staff. The following information was discussed in addition to the update provided in the written Status Report:

Landfill Gas to Energy - Mr. LaRocco reported that the Authority's operations staff has continued working on this project, tying in the Programmable Logic Controller (PLC) controls and programming to monitor the performance of the recently installed two (2) new hydrogen sulfide scrubbers for the Landfill Gas to Energy Project. The project is scheduled to be complete by October 2012.

Two-Ton Rooftop HVAC Unit - Mr. LaRocco reported that the contractor for this project, Multi-Temp Mechanical, Inc., has essentially completed the project, with only a few minor punch list items remaining for the HVAC improvements at the Wildwood/Lower WTF

Administration Building. He noted that the unit is fully functional and the remaining punch list items will be completed when the materials and manpower are available.

Roof Replacements - Cape May Region - Mr. LaRocco reported that the contractor for this project, Tortorice Contractors, Inc., has satisfactorily completed the installation of the roof on both the Screen and Sludge Processing Buildings at the Cape May Region WTF. He noted that the roof manufacturer's inspection has been conducted and the required 20-year roof warranties were received on July 20, 2011.

2. The Authority Members reviewed and discussed the bid received from Woodruff Energy to supply and deliver natural gas, on an as-needed basis, to various CMCMUA facilities. Bids for these services were solicited by the South Jersey Power Cooperative Purchasing Group, of which the CMCMUA is a member. It was noted that the current rate for natural gas is \$1.0815 per decatherm and Woodruff Energy submitted the lowest bid price for these services, at the rate of \$0.7000 per decatherm, which represents a 35.3% reduction for the Authority's natural gas accounts greater than 5,000 therms, for a term of 36 months, through November 30, 2014. It was also noted that participating in the Energy Cooperative is an effective method for the Authority to reduce its cost for natural gas. Following review of the Staff recommendation to award an open end Contract for these services to Woodruff Energy, Chairman Betts presented RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH WOODRUFF ENERGY TO FURNISH AND DELIVER NATURAL GAS TO THE CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY THROUGH THE SOUTH JERSEY ENERGY COOPERATIVE. Mr. McMahon offered MOTION TO ADOPT THE RESOLUTION AS PRESENTED, seconded by Mr. Burns, a Roll Vote followed:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahon	x			
Mr. Pantalone	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Betts	x			

By unanimous Roll Vote, Resolution No. 67-11 was adopted, copy annexed hereto and incorporated herein.

II. WASTEWATER MANAGEMENT PROGRAM - SEVEN MILE BEACH/MIDDLE REGION -

The Authority Members reviewed the recommendation of the Authority's Chief Engineer, with concurrence by the Executive Director, to amend the Contract awarded in 2010 to Hatch Mott MacDonald in response to a Request for Proposals related to Design of the Avalon Boulevard Force Main Replacement (RFP-01-10). Approval of this Amendment will enable Hatch Mott MacDonald to be compensated for additional engineering services

associated with the preparation and submission of applications for a United States Army Corps of Engineers Permit and a NJDEP Freshwater Wetlands Permit required for the replacement of the CCMUA's Avalon Boulevard Force Mains. Such Amendment will increase the budget of said Contract by \$6,663.71, for a revised total Contract Budget of \$156,737.71. It was noted that the unusually high number of inquiries received from the regulatory agencies during the review process, the necessity to comply with a mandatory New Jersey Environmental Infrastructure Trust loan sequence, and to allow for a winter 2011 construction time frame were the major contributing factors for the recommended Contract Amendment. To enable consideration of the above-noted recommendation, Chairman Betts presented RESOLUTION AUTHORIZING SECOND AMENDMENT TO PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH HATCH MOTT MACDONALD – DESIGN AND RELATED SERVICES FOR THE AVALON BOULEVARD FORCE MAIN REPLACEMENT. Mr. Burns offered MOTION TO ADOPT THE RESOLUTION AS PRESENTED, seconded by Ms. Payne, a Roll Vote followed:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahon	x			
Mr. Pantalone	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Betts	x			

By unanimous Roll Vote, Resolution No. 68-11 was adopted, copy annexed hereto and incorporated herein.

**PUBLIC
DISCUSSION**

None offered.

**PAYMENT OF
BILLS**

1. On Motion by Mr. Pantalone, seconded by Ms. Callinan, a Roll Vote followed on the approval of the Administration Vouchers List dated August 3, 2011:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahon	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By unanimous Roll Vote, the Administration Vouchers List dated August 3, 2011 was approved, copy annexed hereto and incorporated within.

2. On Motion by Mr. Phelan, seconded by Ms. Callinan, a Roll Vote followed on the approval of the Wastewater Operating Funds Vouchers List dated August 3, 2011:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahan	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By unanimous Roll Vote, the Wastewater Operating Funds Vouchers List dated August 3, 2011 was approved, copy annexed hereto and incorporated within.

3. On Motion by Ms. Callinan, seconded by Mr. Burns, a Roll Vote followed on the approval of the Solid Waste Operations Fund Vouchers List dated August 3, 2011:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahan	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By unanimous Roll Vote, the Solid Waste Operations Fund Vouchers List dated August 3, 2011 was approved, copy annexed hereto and incorporated within.

4. On Motion by Mr. McMahan, seconded by Mr. Burns, a Roll Vote followed on the approval of the Solid Waste Project Fund Vouchers List dated August 3, 2011:

	<u>Aye</u>	<u>Naye</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Burns	x			
Ms. Callinan	x			
Mr. McMahan	x			
Ms. Payne	x			
Mr. Phelan	x			
Mr. Pantalone	x			
Mr. Betts	x			

By unanimous Roll Vote, the Solid Waste Project Fund Vouchers List dated August 3, 2011 was approved, copy annexed hereto and incorporated within.

The total of all four (4) approved Vouchers Lists, dated August 3, 2011, was \$1,365,515.85.

NEW BUSINESS

None presented.

ADJOURNMENT

There being no further business, the Regular Meeting adjourned at 6:55 p.m.

Respectfully submitted,



Ann M. McDevitt
Recording Secretary

8/04/11