

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON JUNE 21, 2021**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Vice-Chairman James Bresch at 6:00 P.M. The meeting was held remotely via Zoom due to the COVID19 pandemic. On roll call, the Commissioners responded to their names as follows:

- PRESENT: Commissioners Bresch, Cuffee (*arrived 6:05pm*), Cutler, Johnson, MacFarlane, Stokes, & Swartz  
ABSENT: Commissioner Sytnik & Chairman Brennan

**STAFF PRESENT:**

Scott Schreiber, Executive Director  
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.  
Wayne Planamento, Chief Financial Officer  
Robert Cornforth, Director of O&M - Interceptors  
Len Gipson, Director of O&M - Main Plant  
Jason Fry, Asst Director of O&M  
Kim Michelini, Director of Admin Operations  
Alisa Smith, Secretarial Assistant  
Dan Lose, Asst Comptroller

**CONSULTANTS:**

Michael Watson, Esq., Brown & Connery (Solicitor)  
Marge DellaVecchia, PS&S  
Robert Fischer, PS&S

**OTHERS PRESENT:**

Envirosuite representative  
Envirosuite representative

Vice-Chairman Bresch 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 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 Swartz and seconded by Commissioner Cuffee to adopt the minutes of the Regular Meeting held on May 17, 2021. 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, Johnson, MacFarlane, Stokes, Swartz - YES

The motion was carried.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

- 1) Environmental Management System- June 2021 (*oral report by staff*)  
Mr. Schreiber asked for a moment of silence to honor the passing of Commissioner Sytnik's mother. He continued by updating the Board on the operations as they relate to COVID. The CCMUA has modified many of its day to day policies and has loosened the restrictions that were brought on by the pandemic. In an effort to return to normalcy, quarantine following travel has been lifted, the CCMUA Admin Building has re-opened to the public approx. 30 days ago to allow customers to pay their bills in person temperature taking for all employees and mask wearing for vaccinated employees has been eliminated.

Regarding the CCMUA's environmental performance, Mr. Schreiber advised the Board that it has not been optimal over the last 30 days. The staff fully recognizes this and are taking steps to address the performance. He added, it is important to understand the context in which we are operating. Specifically, the CCMUA's ability to meet its high environmental performance standards is based on its ability to remove solids from wastewater and process those solids optimally. The current digester project directly impacts the solids process, and we are experiencing growing pains as we move towards acceptance of the facility. Mr. Gipson will explain further, but it is important to keep in my mind that the digester and, more importantly, the related thickening equipment has not passed its performance test, and therefore, has not been accepted by the CCMUA. We will not accept this system until we know that it can meet our strict environmental standards.

Mr. Gipson acknowledged that the less than optimal performance is not acceptable. He added that the staff and the contractors are working together to determine the best course of action to get back to optimal. Commissioner MaFarlane state that while O&M's performance is worse than he recalls, it is still well within the permit limit and agreed that the staff needs to spend time addressing the matter. Mr. Schreiber confirmed that the staff will continue to work through the problems associated with brining on the new digester/combined heat and power systems and will get back to 5 ppm- optimal levels. He further added that he will schedule a Project Committee meeting between now and the next Board meeting to go over the last 3-4 months of data which will hopefully give the Committee a better understanding of the matter.

**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) Engineering:**

- 1) Project Updates Report

**C) Finance:**

- 1) Cash Flow & Actual to Budget Analysis/NW Cash Flow Report- April 2021 & YTD Supporting Reports:
  - a. Collections Report
  - b. Budget Review Report
  - c. Cash Management Report

**D) Operations & Maintenance:**

- 1) Del. No. 1 WPCF- Operations Report- April 2021

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:**

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-21:6-84, commending Douglas Burns for his many years of service to the CCMUA. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:5-84 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-21:6-85, approving various personnel policies. Commissioner Cutler asked the Personnel Committee if they were satisfied with the recommended policies to which they indicated they were. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-85 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-21:6-86, authorizing a time extension to the CCMUA's agreement with Kuehne Company for supply and delivery of sodium hypochlorite solution. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-86 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-21:6-87, authorizing an agreement (4<sup>th</sup> year extension) with Atlantic County Utilities Authority (ACUA) for sludge disposal services. Mr. Schreiber noted that the transportation fee charged represents the round trip transportation fee for ACUA coming in to pick up the sludge and return it to ACUA for disposal. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-87 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-21:6-88, authorizing the execution of an agreement between the CCMUA and Shupple-Brickle Equipment Co., for the annual inspection, load testing and repair of cranes in accordance with Specification #21-08. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-88 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-21:6-89, authorizing the execution of an agreement between the CCMUA and Rumsey Electric Co., for supply and delivery of controllers and power supplies in accordance with Specification #21-03. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-89 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-21:6-90, authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Associates for supply and delivery of parts for Hayward Gordon Torus Recessed Impeller Pumps in accordance with Specification #21-10. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-90 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-21:6-91, authorizing the execution of an agreement between the CCMUA and Hydro International Wastewater for supply and delivery of parts for Hydro International Sludge Screen in accordance with Specification #21-11. Commissioner Swartz noted that this company was far from the CCMUA. Mr. Cornforth explained that the screens are made in Canada and this company is the only U.S. importer of these parts. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-91 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-21:6-92, authorizing the execution of an agreement between the CCMUA and NCH Corporation d/b/a Chemsearch FE for the supply and delivery of drain emulsifier flow improver in accordance with Specification #21-07. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-92 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-21:6-93, authorizing use of NJ Civil Service title Environmental Engineer Trainee. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-93 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-21:6-94, authorizing execution of an agreement with Remington & Vernick Engineers for Location Analysis and Constructability Review of Forcemains, Sanitary Sewers and Pump Stations at the High Street Area of Pennsauken in accordance with RFP #2021-15P. Commissioner Stokes noted that there was a significant price difference between the proposals to which Mr. Schreiber explained the reason may be because Remington & Vernick performed the original study and, therefore, they are not starting from scratch, but merely updating the original study. 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, Johnson, MacFarlane, Stokes, Swartz - YES  
Commissioner Cutler - ABSTAIN

Resolution #R-21:6-94 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-21:6-95, authorizing an agreement with Winslow Township for a direct connection. Mr. Schreiber explained

that there are two parts to a direct connection- the physical connection and the corresponding legal agreement between the parties. Now that the request has been made, the CCMUA and Winslow are in the process of finalizing the direct connection agreement which should not be substantially different from the draft. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-95 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-21:6-96, authorizing an access agreement between the CCMUA and the Borough of Haddon Township. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-96 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee, to adopt Resolution #R-21:6-97, authorizing an easement agreement between the CCMUA and Public Service Electric & Gas. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-97 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-21:6-98, authorizing a Right of Entry Agreement with Public Service Electric & Gas. 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, Johnson, MacFarlane, Stokes, Swartz - YES  
Commissioner Cutler - ABSTAIN

Resolution #R-21:6-98 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee, to adopt Resolution #R-21:6-99, authorizing the rejection of all bids received for removal, replacement, and disposal of carbon in dryer facility odor control 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-99 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Johnson to adopt Resolution #R-21:6-100, authorizing contingency agreement between Saint Joseph's Carpenter Society and the CCMUA pursuant to NJSA 40:14B-22.3. Commissioner Swartz asked if the agreement contained language regarding non-profits, to which Solicitor Watson explained that the statute was revised and being a non-profit is no longer the driving factor. Rather, if the housing unit fails to qualify as affordable housing, then the CCMUA is entitled to the full connection fee. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-100 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner MacFarlane to adopt Resolution #R-21:6-101, approving an amendment to Contingency agreement between FMP Mount Laurel and the CCMUA. 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, Johnson, MacFarlane, Stokes, Swartz - YES  
Commissioner Cutler - ABSTAIN

Resolution #R-21:6-101 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee, to adopt Resolution #R-21:6-102, 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-102 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-21:6-103, authorizing payment of \$4,436,033.60 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-103 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-21:6-104, authorizing that the Authority hold a Closed Session meeting to matters discuss legal matters relating to litigation, negotiation, and the attorney-client privilege. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-21:6-104 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-21:6-105, authorizing change order #1 to the contract with Joseph F. McKernan Jr. & Associates, LLC for Architectural Planning and Design Services for Upgrades to the CCMUA's Administration and Services Buildings. 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, Johnson, MacFarlane, Stokes, Swartz - YES

Resolution #R-21:6-105 was adopted.

**PUBLIC PARTICIPATION:** None

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The meeting adjourned to Closed Session at 6:40pm  
The meeting returned to Open Session at 6:50pm  
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**PUBLIC PARTICIPATION:** None

There being no further business or discussion, a motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adjourn the meeting. The meeting adjourned at 6:50pm.

Minutes of this meeting were approved on 8/16/2021

Respectfully Submitted,

*Kim Michelini*  
Kim Michelini, Authority Secretary