

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JANUARY 17, 2023

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Michael G. Brennan at 6:04 P.M. The meeting was held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

PRESENT: Commissioners Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz & Sytnik,
Chairman Brennan

STAFF PRESENT:

Scott Schreiber, Executive Director
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc. Alisa Smith, Secretarial Assistant
Wayne Planamento, Chief Financial Officer Dan Lose, Asst Comptroller
Len Gipson, Director of O&M - Main Plant Jason Fry, Asst Dir of O&M
Oleg Zonis, Dir of Engineering/Process Systems
Kim Michelini, Director of Admin. Oper./Auth. Sec.

CONSULTANTS:

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

OTHERS PRESENT:

Coleen Noble

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 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 19, 2022. 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,	-	YES
Commissioner Johnson, Sytnik	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System (*oral report by staff*)

Mr. Schreiber noted that there are a couple of notable absences at the meeting. Commissioner MacFarlane resigned from the CCMUA Board. His contributions to the CCMUA are immeasurable and he will be sorely missed. Also, we will officially recognize him and his many years of service at a future meeting and are working with the Waterfront South community on recognizing him via a reception of sorts. More details to follow.

Also absent from tonight's meeting is Bob Cornforth, our Director of O&M. He is ill and currently in the hospital and the timing of his return is uncertain. Please keep him in your thoughts. The staff has worked internally to distribute his duties on a temporary basis until there is a better understanding on his return.

Regarding odors, Mr. Schreiber reported that there were three internal complaints by employees, 1 alert from Commissioner MacFarlane on Christmas Eve and one NJDEP investigation during the last 30 days. Regarding the NJDEP investigation, a DEP air enforcement inspector came to the plant regarding odors (urine) at the corner of Jackson and Ferry and wanted to trace its origins. While meeting with staff in the parking lot, the inspector eventually traced the odor source back to a regulator chamber that is part of the Camden City sewer system which is situated between the CCMUA plant and EMR's facility. Interestingly, at the time of Commissioner MacFarlane's alert and the DEP inspection, the City was conducting heavy sewer cleaning in the lines along Ferry Avenue.

Mr. Schreiber further reported that the Admin and Services building improvements project continues to be on schedule and under the overall budget. There have been some notable pluses and minuses including coming in approximately 2 million under budget for the improvements themselves while the furniture replacement cost has risen due to inflationary factors since the work was first conceived. However, the project is still very much under budget. In addition, the staff is working with contractor to obtain a significant credit for some items that were originally specified but have since been determined as not needed. This information will be presented in more detail at an upcoming project committee meeting.

Finally, Mr. Schreiber thanked Chairman Brennan for ensuring that the CCMUA got some well-deserved positive publicity regarding the Newton Lake Dredging. Recent articles about the project in the Courier Post and Inquirer have been well received.

Mr. Gipson updated the Board on the plant's operations for the month of November. There were 9 rain events with one resulting in over an inch of rain and another 4 events resulting in a half inch of rain each event. This amount of rain results in very high flows to the main treatment facility. The good news- plant performance was not negatively impacted. In addition, approximately 95% of sludge was processed by the digester and dryer facilities moving the total annual throughput closer to our goal of 90%. Also, the VSA sieves have been repaired and is fully operational. Since then, replacement of one of the motors that drives the system has been completed and, in doing so, the longevity of the system's operation is likely extended for 10 years. Regarding bio-gas production, 67% of our needs were met through the generation of bio-gas which has had a positive impact on budget (reduction of utility costs). Finally, three new Sewage Plant Attendants were hired to assist the operators and repairers in the main plant and four Camden City high school co-op students were hired in the hopes that their employment exposes them to a career path in the wastewater treatment industry. Chairman Brennan suggested that, with the student's consent, the CCMUA should recognize this co-op opportunity publicly. Mr. Schreiber noted that on tonight's agenda, is a resolution regarding the creation of CCMUA social media accounts. If approved, this is an ideal way to share the good news, project updates, etc. of the CCMUA.

Mr. Zonis updated the Board regarding a FEMA grant opportunity. Over the last couple of months, the CCMUA has been working toward obtaining a \$23M grant from FEMA for a project to construct improvements to the sewer system in the Cramer Hill section of Camden which will minimize/reduce the amount of combined sewer flooding. The CCMUA has been working with Drexel University to develop a model of the proposed sewer system improvements to demonstrate how those improvements would impact the area. The results are then used to perform a cost-benefit analysis which is required for the FEMA grant. The results to date are very positive and likely to secure the grant funding. This model can also be used by the CCMUA for other design projects in this area of Camden to better allocate CCMUA funds on projects with the most positive impact. Mr. Schreiber added that when the CCMUA considers the potential financial impact (\$500million) that pending regulatory compliance issues can have on the CCMUA, offsetting that financial impact with grants is a win. He noted that the \$23M grant from FEMA and the \$10M grant from the State of NJ will go a long way in offsetting the CCMUA's costs. He thanked the Board for their continued support in authorizing the CCMUA retaining consultants to assist in obtaining this grant funding.

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) Projects Update
- C) **Finance**
 - 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report – November 2022 & YTD
 - Supporting Reports:
 - a. Collections Report
 - b. Budget Review Report
 - Mr. Planamento noted that:
 - 1) The County made payment of \$143,000 to the CCMUA for engineering services (made via shared services agreement) related to the Newton Lake Dredging project and the Delaware River Towns flooding study. This resulted in a neutral number for professional services in the budget report.
 - 2) Regarding sludge, the CCMUA hauled less sludge than budgeted so this also positively impacted the budget.
 - c. Cash Management Report
- D) **Operations & Maintenance**
 - 1) Del. No. 1 WPCF- Operations Report- November 2022

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:1-1, 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, Johnson, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-1 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:1-2, adopting a temporary budget FY 2023. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-2 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-23:1-3, authorizing CCMUA Facebook and Twitter 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-3 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to adopt Resolution #R-23:1-4, authorizing the CCMUA to make a grant application to Federal Emergency Management Agency (FEMA) to reduce flooding in Camden. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-4 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Johnson to adopt Resolution #R-23:1-5, authorizing the award of Specification #22-09(A), removal and replacement of carbon in odor control adsorbers to Nichem Company. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-5 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:1-6, authorizing the award of Specification #22-17(A), supply and delivery of parts for ITT Allis Chalmers pumps to Xylem Water Solutions. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-6 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Swartz to adopt Resolution #R-23:1-7, authorizing award of a construction management contract for the CCMUA's large pump station mechanical upgrades project to Remington & Vernick Engineers in accordance with RFP #2022-10A. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-7 was adopted.

Mr. Schreiber asked that this resolution be tabled until after Closed Session. A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to table Resolution #R-23:1-8, authorizing change order #1 to the contract with Greeley & Hansen for Expert Consulting Services. All Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:1-8 was tabled.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:1-9, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-9 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:1-10, authorizing payment of \$6,356,523.37 for expenses disbursed from the revenue account. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-10 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:1-11, authorizing that the Authority hold a closed session meeting to discuss legal matters pertaining to litigation, contract negotiation and matters falling within the attorney client privilege. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-11 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:1-12, authorizing award of Contract #418, Collection System Upgrades project to T&T Commonwealth. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:1-12 was adopted.

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The meeting adjourned to Closed Session at 6:39pm
The meeting returned to Open Session at 7:03pm
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A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-23:1-8, authorizing change order #1 to the contract with Greeley & Hansen for Expert Consulting Services. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

**Note: Commissioner Cutler left meeting during the Closed Session meeting (approx. 6:55pm). She was not available for the vote.*

Resolution #R-23:1-8 was adopted.

PUBLIC PARTICIPATION: NONE

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Sytnik and seconded by Commissioner Cuffee. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 7:06 pm.

Minutes of this meeting were approved on 2/21/2023

Respectfully Submitted,



Kim Michelini, Authority Secretary