

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON MARCH 18, 2024

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Michael G. Brennan at 6:00 P.M. The meeting was held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

- PRESENT: Commissioners Bresch, Cuffee, Johnson, Swartz & Sytnik
Chairman Brennan
- ABSENT: Commissioner Stokes

STAFF PRESENT:

- Scott Schreiber, Executive Director
- Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.
- Dhaval Shah, Chief Financial Officer
- Kim Michelini, Authority Secretary
- Len Gipson, Director of O&M - Main Plant
- Oleg Zonis, P.E., Deputy Exec Director/Dir of Engineering & Process Systems
- Jason Fry, Asst. Director of O&M
- Dan Lose, Asst Comptroller
- Alisa Smith, Secretarial Asst.

CONSULTANTS:

- Michael Watson, Esq., Brown & Connery (Solicitor)
- Marge DellaVecchia, PS&S
- Robert Fischer, PS&S
- Heather Litzebauer, NW Financial
- Douglas Bacher, NW Financial

OTHERS PRESENT:

- Jay Sparling

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 Sytnik and seconded by Commissioner Bresch to adopt the minutes of the Regular Meeting held on February 20, 2024. 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, Swartz & Sytnik - YES
- 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 updated the Board on the following matters:

- **Odors:** The CCMUA received one odor complaint in the last 30 days (around Jasper & Emerald Streets which is adjacent to our main plant). Mr. Schreiber showed an aerial view of the main plant that included the locations of the air monitoring sensors, wind direction and speed, and sensor readings at the time of the odor complaint. As a result of the readings and staff's investigation, there were no findings to indicate that

the main plant was the source of the odor. It is thought that the odors may have been a result of the sewer cleaning efforts currently underway in that area.

Commissioner Cuffee asked for an update on the dryers, to which Mr. Schreiber explained that the parts for the 1st dryer should be delivered around September/October and the installation will follow thereafter. It is anticipated that the dryer will be back in service by the end of January 2025.

- **User Rate Increase Recommendation:** Mr. Schreiber reported that the recommended increase for the annual User Rate is \$20.00/EDU/Year, bringing the rate up to \$372 annually. The CCMUA has not raised the User Rate since 2015. He added that if the CCMUA had raised that rate since then in accordance with the inflation rate, the annual User Rate charge would be \$461. Mr. Schreiber added that he is working with a consultant to create effective messaging, not only for the rate increase, but also for the other positive environmental work the CCMUA is doing. Chairman Brennan supported the idea of getting the message out to the public that the CCMUA does more than just treat sewage. Commissioner Johnson suggested that it may be helpful, when marketing the rate change, to break the rate down to smaller increments (i.e., cost/day). Commissioner Bresch asked what the amount of the increase in 2015 was, to which Mr. Schreiber stated, that the user rate increased 2.9% per year for three years in a row, ending in 2015 and the increase was approximately \$9 annually. Finally, Mr. Schreiber explained that the increase, if approved, will allow the CCMUA to:
 - Fund its Operations and Maintenance
 - Capital Projects looking out over the next 7 to 10 years.
 - Pay Go Capital for Non-Water Bank related needs.
 - Fund the NJDEP CSO regulatory requirements.
 - Fund Water Related County Infrastructure

B) Engineering:

C) Legal:

D) Operations & Maintenance:

E) Finance:

II) INFORMATIONAL ITEMS:

A) Administration

- 1) Organizational Chart

B) Engineering

- 1) Projects Update

Mr. Zonis updated the Board on two projects: 1) the return sludge piping job has reached substantial completion status and the CCMUA now has full beneficial use of the system; and 2) the admin and services building rehab project is delayed (approx. 3 months). The anticipated completion date for the Admin Building is May 2024 and September 2024 for the services building.

C) Finance

- 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report – January 2024 & YTD Supporting Reports
 - a. Collections Report
 - b. Budget Review Report

Mr. Shah reported that revenue for the month of January is well above average. Collections are returning to pre-Covid levels and interest income has increased significantly. This month alone, the CCMUA received \$500,000 in interest income. As a result, \$3.5M in interest income has been budgeted for 2024. The CCMUA staff (Mr. Shah and Mr. Schreiber) and its Financial Advisor, NW Financial and the Bank of New York, work together on investment opportunities.
 - c. Cash Management Report

D) Legal

- 1) New Jersey Infrastructure Bank Funded Projects Outlay Status

E) Operations & Maintenance

- 1) Del. No. 1 WPCF- Operations Report- January 2024

Mr. Gipson updated the Board on the plant’s performance during the month of January. There were 14 instances of measurable rainfall and almost 6.5 inches of rain were received for the month. At month’s end, the plant averaged 20 million gallons more per day than in previous months. The plant also experienced a peak maximum day of 120mgd treated over 24 hours. This is an all-time high for the CCMUA. In addition, the plant treated 90mgd for 5 consecutive days or 450mgd. Normally, this amount of flow would be treated over a period of 9 or 10 days. The staff continues to work and plan for wet weather events. The good news- the plant was within permit for the entire month and for the period of high flows. Mr. Gipson added that the return sludge piping capital replacement job (automated) has had a positive impact on the plant’s operations during wet weather events.

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution#R-24:2-44, authorizing contingency agreement between Waterford Family Housing, LLC, and the Camden County Municipal Utilities Authority pursuant to N.J.S.A. 40:14B-22.3. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:2-44 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:2-45, authorizing contingency agreement between Stonegate Three, LLC and the Camden County Municipal Utilities Authority pursuant to N.J.S.A. 40:14B-22.3. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:4-45 was adopted.

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-24:3-51, authorizing the rejection and readvertisement of Specification #23-31, hauling and beneficial reuse of dewatered sludge. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-51 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-24:3-52, authorizing award of a non-fair and open contract to Troup Environmental Alternatives, LLC for wet well wizard aeration systems for its pump stations. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES

Chairman Brennan - YES

Resolution #R-24:3-52 was adopted.

A motion was made by Commissioner Johnson and seconded by Commissioner Bresch to adopt Resolution #R-24:3-53, authorizing the execution of an agreement between the CCMUA and TTI Environmental, Inc., Moorestown, New Jersey for sodium Hypochlorite tank replacement in the effluent disinfection facility in accordance with Specification #24-05. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-53 was adopted.

A motion was made by Commissioner Sytnik and seconded by Commissioner Cuffee to adopt Resolution #R-24:3-54, authorizing a public hearing concerning the 2024 revision of connection fees. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-54 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-24:3-55, authorizing award of a non-fair and open contract to PCS Crane Services, Inc. for onsite crane operator safety training. Commissioner Cuffee asked for additional information to which Mr. Schreiber explained that there are about 30 cranes in the pump stations and at the main plant and this training is designed to provide 80 O&M employees with the necessary operator safety training. Mr. Schreiber complimented Mr. Gipson and Mr. Mueller, the CCMUA's Safety Director, for their good work in this area. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-55 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adopt Resolution #R-24:3-56, authorizing rejection of bid received for Specification #23-30(A), parts and service for miscellaneous belt conveyors and authorizing contract procurement through negotiations pursuant to N.J.S.A 40A:11-5(3). There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-56 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:3-57, authorizing the execution of an agreement between the CCMUA and Valve Industries, Inc., of Woodland Park, New Jersey for supply, delivery, and startup of Ingersoll rand air compressor in accordance with request for Quote #2024-01. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-57 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-24:3-58, authorizing a public hearing concerning the 2024 revision of sewer use ordinance. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-58 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:3-59, authorizing a public hearing concerning revision of the CCMUA’s User Rate. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-59 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:3-60, authorizing salary increase to the position of Executive Director. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-60 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-24:3-61, ratifying approval of expense vouchers as approved by the Executive Director under authorization granted by CCMUA Resolution #R-97:3-60, dated March 17, 1997. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-61 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adopt Resolution #R-24:3-62, authorizing payment of \$3,045,843.21 for expenses disbursed from the revenue account. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Johnson, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-24:3-62 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-24:3-63, authorizing that the Authority hold a closed session meeting to discuss matters relating to litigation, contract negotiation and matters falling within the attorney client privilege. There being no question on the motion, all Commissioners responded “Aye in favor, none opposed.

Resolution #R-23:3-63 was adopted.

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The meeting adjourned to Closed Session at 6:32pm
The meeting returned to Open Session at 7:02pm
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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 Bresch and seconded by Commissioner Cuffee. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 7:02pm.

Minutes of this meeting were approved on 4/15/24

Respectfully Submitted,



Kim Michelini, Authority Secretary