

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON AUGUST 16, 2021**

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 due to the COVID-19 pandemic. On roll call, the Commissioners responded to their names as follows:

PRESENT: Commissioners Cuffee, Cutler, MacFarlane, Swartz & Sytnik  
Chairman Brennan

ABSENT: Commissioners Bresch, Johnson & Stokes

**STAFF PRESENT:**

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

**CONSULTANTS:**

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

**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 as set forth in its annual schedule of meetings, in compliance with the Open Public Meetings Law.

After reading this statement, Chairman Brennan indicated that Commissioner Sytnik wanted to say a few words to her fellow Commissioners and Executive Staff. Commissioner Sytnik thanked her fellow Board members and the Executive Staff not only for their kindness and support in the loss of her mother, but for the contribution to the Jewish Federation of Southern NJ made in her memory and expressed special appreciation to those who stopped by to pay their respects and condolences on the day of the funeral, Mr. Schreiber, Ms. Michelini, Ms. Smith and Ms. Madden.

Chairman Brennan noted that former CCMUA Commissioner, Martin McKernan, recently passed away after a brief illness and asked that we keep his family in our thoughts and prayers.

**MINUTES:**

Chairman Brennan noted that the minutes were slightly modified after the Solicitor's review, and since he was not present at the June meeting, fellow Board members would need to determine if the minutes were a reflection of the discussion. A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt the minutes of the Regular Meeting held on June 21, 2021 as modified. There being no question on the motion, a roll call vote was taken and the Commissioners responded as follows:

Commissioners Cuffee, Cutler, MacFarlane, & Swartz	-	YES
Commissioner Sytnik	-	ABSTAIN
Chairman Brennan	-	ABSTAIN

The June 21, 2021 meeting minutes were adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt the minutes of the Regular Meeting held on July 19, 2021. There being no question on the motion, a roll call vote was taken and the Commissioners responded as follows:

Commissioners Cuffee, Cutler, MacFarlane, & Swartz	-	YES
Commissioner Sytnik	-	ABSTAIN
Chairman Brennan	-	YES

The July 19, 2021 meeting minutes were adopted.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

**1) Environmental Management System- August 2021 (*oral report by staff*)**

Mr. Schreiber updated the Board on the Newton Lake Dredging Project. The contractor has limited time during the year in which it can operate. By permit, the dredging season must take place between July 1st and October 15th and can only run for 6 consecutive months. Temperatures below freezing further complicate and potentially shorten the duration of the dredge season. The contractor was in the water promptly on July 1st this year and has completed several sections of the planned dredge.

Attention is now focused on the preparation of Dewatering Site #1 which is located behind the Oaklyn Public Works yard and the dredging of Section 5 and Peter's Creek, both of which are scheduled to be completed in this current dredging window. Dewatering Site #1 is nearly complete as is the vegetation removal along Peter's Creek. Active dredging should begin there shortly.

In addition, over the past 90 days, the Authority has worked with Collingswood and Haddon Township on access agreements for the equipment and made application to the NJDEP for a permit modification to allow for the disposal of dredge soil. The NJDEP recently issued the permit modification which should allow the contractor to push forward/remain on schedule. The project is slated to be complete in December 2022.

Separate from the dredging, the CCMUA is also working with landholders, the County and the NJDEP on the design for the upstream improvements that will significantly reduce the amount of sediment that ends up in Newton Lake, thereby preserving the large investment for a longer period of time. This project has a high level of difficulty due to the number of landowners and stakeholders. We are hopeful this work will commence in 2022.

Commissioner Cutler noted that she has noticed some positive comments on social media regarding the project (i.e., return of wildlife). Mr. Schreiber added that two CCMUA employees, Tim Feeney & Jason Fry, have done an excellent job with community outreach on this project. Commissioner Swartz asked where things stood regarding the budget, to which Mr. Schreiber indicated that, other than the change order issued at the beginning of the project (\$1.2M), there does not appear to be a need for other changes at this time.

Mr. Gipson explained that over the last few months the CCMUA's plant operations while under permit, was not near its normal performance levels. Specifically, the new processes at the Main Plant negatively impacted the operations. However, in July, the plant's performance has improved as the plant operators have successfully incorporated changes learned through additional education and training. Also, July brought 7" of rain which significantly increased the amount of flow received from Camden. The plant, with the recent modifications and upgrades, handled the additional flow quite well.

He further explained that the new digester has produced enough biogas to meet approximately 2/3 of the plant's electricity needs. This, then, reduced the CCMUA's utility needs (gas). Commissioning of the digester is tentatively scheduled to start in early September.

Mr. Cornforth updated the Board on the status of several capital projects. In the last month or so, the Board awarded several contracts for design engineering services for Pump Station

Doors and Pump Station Roofs replacements and Sludge Dewatering Conveyor System upgrades. Kickoff meetings have either taken place or are scheduled to take place soon. The NJDEP issued approval to award the large Pump Station Electrical System Upgrades contract so that project will soon begin as well.

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- June 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- June 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-21:8-118, authorizing the hiring of an Electrician. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioner Cuffee, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:8-118 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-21:8-119, authorizing a sub-recipient agreement with Camden County related to a flood mitigation feasibility study. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioner Cuffee, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:8-119 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-21:8-120, 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 Cuffee, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:8-120 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-21:8-121, authorizing payment of \$5,257,948.89 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 Cuffee, Cutler, MacFarlane, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:8-121 was adopted.

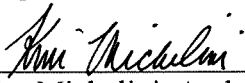
**PUBLIC PARTICIPATION:        None**

Chairman Brennan noted for the record that the environmental study of the Gateway Park has been completed and the Licensed Site Remediation Professional (LSRP) retained by the CCMUA confirmed that no additional action is needed.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:22pm.

Minutes of this meeting were approved on 9/20/2021

Respectfully Submitted,

  
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Kim Michelini, Authority Secretary