

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 15, 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 (COVID-19 pandemic). On roll call, the Commissioners responded to their names as follows:

PRESENT: Commissioners Bresch, Cuffee, Cutler, Johnson, MacFarlane, 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 Jason Fry, Assistant Director of O&M
Robert Cornforth, Director of O&M - Interceptors Dan Lose, Asst Comptroller
Len Gipson, Director of O&M - Main Plant
Oleg Zonis, Director of Engineering/Process Systems
Kim Michelini, Director of Admin. Oper. /Auth. Sec.

CONSULTANTS:

Michael Watson, Esq., Brown & Connery (Solicitor) Anthony LaRosa, Colliers Engineering
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.

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 October 18, 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, Swartz, Sytnik	-	YES
Commissioner Stokes	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- November 2021 (*oral report by staff*)
Mr. Schreiber noted that the CCMUA will be celebrating its 50th anniversary in the Spring 2022. Several employees have been tasked with brainstorming ideas and associated cost for this celebration which we would like to share with the Commissioners.

The CCMUA has been presented with a new funding opportunity directly related to its regulatory concerns. As a refresher, in October 2020, the CCMUA, Camden and Gloucester Cities, submitted to the NJDEP their Long Term Control Plan that discussed two things: 1) how each entity would control flooding in Camden and Gloucester Cities

and 2) how they would collectively stop combined sewer overflows into the Delaware and Cooper Rivers and Newton Creek.

Approximately one month ago, FEMA reached out to the CCMUA regarding project funding. FEMA has approximately \$250M grant funding available and allocated for New Jersey to spend for climate resiliency and anti-flooding projects. The CCMUA's Pennsauken Disconnect and Harrison Avenue Complete Streets projects, currently in the study phase, addresses these issues. Conceptual designs of each project will be submitted along with an application to FEMA. Any FEMA grant funding received for these projects will offset the CCMUA's financial contribution toward the projects. With the Board's support, the CCMUA has been able to get a head start of the upcoming NJDEP issued requirements and, in doing so, take advantage of federal grant funding that may become available.

Mr. Cornforth noted that the Pennsauken Disconnect Project is the largest single project included in the Long Term Control Plan that will significantly reduce combined sewage flooding. By separating Pennsauken from combined sewer system in Camden, the CCMUA will achieve its yearly goal of 85% storm capture. Remington & Vernick Engineers has just about completed the conceptual design. A Request for Proposal for the Design Engineering Services related to this project will be issued shortly.

Mr. Cornforth updated the Board on several other projects:

- **Large Pump Station Electrical Upgrade Project**- shop drawing review and equipment procurement (long lead time) is underway and the procurement of equipment. Given the long lead time for the procurement of the equipment (9-12 mos), construction will not likely begin until the summer/fall of 2022.
- **Pump Station Roof & Door Upgrades/Replacement**- design is currently underway.
- **Sludge Dewatering Conveyance System Upgrades**- design is currently underway.
- **Pump Station Upgrades**- design of upgrades to the CCMUA's three oldest pump stations is underway and should be completed by late 2021/early 2022.
- **Admin/Services Building Upgrades**- design is mostly complete. There will be more information provided on this project in Closed Session.

Mr. Schreiber thanked Mr. Cornforth for the update, further adding that in December 2021 or January 2022, a resolution will be presented to the Board for consideration for the funding of these capital projects.

Commissioner Cuffee asked for an update on the digesters. Mr. Cornforth noted that the digesters are operating well and having a positive impact on the dryers in that they have reduced the amount of sludge sent to the dryers by 50% or so. This has eased the burden on the dryers in that just two dryers are needed to be in service and the third dryer is the standby unit. Mr. Gipson pointed out in September and October 2021 all sludge was processed by the dryers (nothing was sent to storage). He added, the third dryer is currently under repair.

Mr. Gipson updated the Board members on the status of the plant's performance. Recently the staff has had a tough time managing the plant's performance considering the start-up of several new processes (digester and CHP) and the fact that the oxygen plant is not fully operational. For November, the plant's performance, while not as low as is desired, it is within permit. In addition, the plant is not the same plant as it was two or three years ago. The plant's capacity regarding solids handling and increased flow from Camden, in conjunction with the start-up and learning of several new processes have impacted the plant's performance. The staff continues to work toward getting the performance levels back to where they were previously. Commissioner MacFarlane noted his concern that the plant's effluent was 26.5ppm, close to the permit max of 30ppm. The plant's performance is a priority, and the staff must do all it can to not exceed the permit. Mr. Schreiber acknowledged that effluent of 26.5ppm is not satisfactory to anyone at the CCMUA. He confirmed that the plant is new and operates differently than it previously had given the new processes- digester, CHP, and new front headworks of the main plant which allows for significantly more flow from Camden City.

In addition, Commissioner MacFarlane commented on the fact that as the CCMUA approaches its 50th anniversary, it must turn its focus on ensuring that the infrastructure is upgraded. For instance, he noted that while the staff has taken steps to evaluate the system and identify those capital projects that are most in need of upgrades (Mr.

Cornforth listed several capital projects earlier in his report), those handful of projects cannot be the end of capital improvements. The staff must continue to evaluate the various operating systems, identify those in need of upgrades, their associated costs and plan on implementation of the upgrades. Mr. Schreiber acknowledged, that while the CCMUA had, for several years, been limited in its spending on capital projects, it is now able to undertake \$8M worth of capital projects per year to ensure that the necessary upgrades are made.

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- September 2021 & YTD Supporting Reports:

- a. Collections Report
- b. Budget Review Report
Commissioner MacFarlane noted that the Budget is in good shape- sludge and waste are on target and reduction in utility expense show the positive impact the digester and CHP are having on these areas.
- c. Cash Management Report

D) Operations & Maintenance

- 1) Del. No. 1 WPCF- Operations Report- September 2021
- 2) Sludge Digester Contract Update

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-21:10-150, authorizing award of contract to Greeley and Hansen, LLC 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, Cutler, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:10-150 was adopted.

NEW BUSINESS:

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-154, authorizing contingency agreements between Cramer Hill Family Urban Renewal, 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, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, MacFarlane, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-154 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-21:11-155, authorizing the execution of an agreement for supply & delivery of Electric Motor and Controls (Baldor 501 Stock Product Catalog) in accordance with Specification #21-19. 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-155 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Sytnik to adopt Resolution #R-21:11-156, authorizing the execution of an agreement between the CCMUA and Stormtrap for supply & delivery of disposable nets for solids/floatable collection systems in accordance with Specification #21-20. 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-156 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-157, authorizing the execution of an agreement between the CCMUA and Xylem for supply & delivery of Flygt/Godwin Pumps, pump parts and accessories (hose) for various Flygt and Godwin submersible pumps in accordance with Specification #21-18. 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-157 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-158, authorizing execution of an agreement between the CCMUA and Ruoff & Sons for supply & delivery of custom machined steel worm gears in accordance with RFQ #2021-07A. 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-258 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Swartz to adopt Resolution #R-21:11-159, authorizing execution of an agreement between the CCMUA and Valve Industries for supply, delivery & setup of Ingersoll Rand Air Compressor in accordance with RFQ #2021-08. 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-159 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-21:11-160, authorizing an agreement between the CCMUA and Mott MacDonald for engineering services for concept development study for I-676 disconnection and CSO/flood control, green and gray infrastructure project in accordance with RFP #2021-09P. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-160 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-161, authorizing an agreement between the CCMUA and Colliers for engineering services needed for concept development study for Harrison Avenue Complete Streets project in accordance with RFP #2021-14. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-161 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Stokes to adopt Resolution #R-21:11-162, authorizing award of the Annual Bond Counsel Services Contract to Hawkins, Delafield & Wood, LLP in accordance with RFP #2021-18. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-162 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Swartz to adopt Resolution #R-21:11-163, authorizing award of Special Bond Counsel Services Contract to DeCotiis, Fitzpatrick, Cole & Giblin, LLP. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-163 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-164, authorizing new hires in various positions. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-164 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-21:11-165, authorizing emergency procurement as allowed under NJ Local Public Contracts Law N.J.S.A. 40A:11-

6. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-165 was adopted.

Mr. Schreiber requested that the Board table this resolution at this time. A motion was made by Commissioner Sytnik and seconded by Commissioner Bresch to table Resolution #R-21:11-166, authorizing the execution of an agreement between the CCMUA and Enfotech of North Brunswick, New Jersey for Maintenance to the CCMUA's iPACS System for FY 2022. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-21:11-166 was tabled.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution Adoption Resolution #R-21:11-167, authorizing the execution of purchase orders between the CCMUA and vendors under the North Jersey Wastewater Cooperative Pricing System, System ID #NJWCP. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-167 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-21:11-168, authorizing an amendment to the contract between the CCMUA and JCI Jones Chemicals of Sarasota, FL for supply and delivery of sodium hypochlorite solution in accordance with Specification #21-06. Commissioner Cutler raised two questions- 1) since the resolution includes paperwork from Westlake and Olin, is an agreement being extended to either of both firms and 2) what is the bottom line impact of this increase? Mr. Schreiber explained, by way of background, sodium hypochlorite is a vital component to the CCMUA's process, both from process (ie., meeting permit) and odor control perspectives. JCI Jones was awarded a contract for the supply and delivery of sodium hypochlorite in March of 2021. Since that time, there have been well documented industry-wide issues with the supply of this product and the staff is recommending the increase be approved. Considering the supply issues, the CCMUA has also awarded an emergency contract to another vendor at a higher price than JCI Jones should delivery from JCI Jones not be available. The increase represents an approximate 30% increase per gallon. Mr. Cornforth clarified that Westlake and Olin are the raw material suppliers to JCI Jones. JCI Jones provided this documentation to support the price increase request. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-168 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-21:11-169, 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-21:11-169 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-21:11-170, authorizing payment of \$3,585,074.54 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, Sytnik - YES
Chairman Brennan - YES

Resolution #R-21:11-170 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-21:11-171, 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-21:11-171 was adopted.

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The meeting adjourned to Closed Session at 6:50pm.
The meeting returned to Open Session at 7:12pm.
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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 Cutler. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 7:12pm.

Minutes of this meeting were approved on 12/20/21

Respectfully Submitted,


Kim Michelini, Authority Secretary