

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON APRIL 11, 2022

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 at the Administration Building located at 1645 Ferry Avenue, Camden, New Jersey. On roll call, the Commissioners responded to their names as follows:

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

STAFF PRESENT:

Scott Schreiber, Executive Director
Kim Michelini, Dir of Admin Oper/Secretary
Wayne Planamento, Chief Financial Officer
Robert Cornforth, Director of O&M - Interceptors
Len Gipson, Director of O&M - Main Plant
Oleg Zonis, Dir of Engineering/Process Sys
Dan Lose, Asst Comptroller
Jason Fry, Asst Dir of O&M
Alisa Smith, Secretarial Asst.

CONSULTANTS:

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

OTHERS PRESENT:

Cindy Pineiro, Degnan & Bateman
Jay Wilson, CCMUA employee

Chairman Brennan read the 'Chairperson's Commencement Statement' acknowledging that proper notice of both the Regular Meeting and Public Hearing on the proposed 2022 Connection Fee Revision setting forth the date, time and place of the meeting were prominently posted on (1) a public bulletin board located in the lobby of the Administration building (2) mailed to the Courier-Post and/or Inquirer and (3) filed with the Clerk of Camden County, in compliance with the Open Public Meetings Law.

ADOPTION OF MINUTES:

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt the minutes of the Regular Meeting held on March 21, 2022. 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 | - | YES |
| Commissioners Johnson & Stokes | - | ABSTAIN |
| Commissioner Bresch | - | NO VOTE RECORDED (<i>muted</i>) |
| Chairman Brennan | - | YES |

The motion was carried.

PUBLIC HEARING

Mr. Schreiber introduced Resolution #R-22:4-60, authorizing the revision of the 2022 connection fee in accordance with the statutory formula set forth in N.J.S.A. 40:14B-22, from \$6,363 to \$6,419 effective April 12, 2022 (Note: Mr. Schreiber read Resolution #R-22:4-60 aloud). A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:4-60. There being no public comment or question, the public portion of the Hearing was closed. There being no question or comment by the Commissioners, a roll call vote was taken, and the Commissioners responded as follows:

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

Resolution #R-21:4-55 was adopted.

Court Reported Cindy Pineiro was release from attending the meeting.

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

1) Meetings

Mr. Schreiber asked the Board on their thoughts regarding to returning to full in-person meetings. Chairman Brennan suggested that the Board consider the idea of resuming meetings a few months from now in a hybrid approach- i.e., hold meetings both in-person and via Zoom. Mr. Watson advised that if a hybrid approach is offered to the Commissioners, that same option must also be made available to the public. Mr. Schreiber noted that the staff will also need to investigate what technology is needed for the hybrid approach. He will report back to the Board on this by next meeting.

2) Environmental Management System- April 2022 (*oral report by staff*)

Mr. Schreiber updated the Board that the plant continues to perform well and that the effluent readings have continued to improve. It is taking record amount of flow, some sustained 120 million gallons for a lengthy period. He added that CDM Smith, a leading national sewage treatment consulting firm, has recently submitted its preliminary findings on the cause of the plant's less than peak performance. Their findings validated the reasons the staff believed to be the cause. Mr. Schreiber advised the Board that he will provide the Executive Summary to the Board shortly.

Mr. Schreiber updated the Board on the Newton Lake Dredging project. Dredging is set to resume June 1st and is, at this time, on target for completion by year end.

Mr. Schreiber also noted that several projects are under review with the State of New Jersey. The staff believes that it will soon receive authorization to advertise for the renovation of the Services and Admin Buildings, with authorization to advertise for several other projects following not far behind.

Mr. Gipson spoke about the implementation of the digesters having resulted in a change in the type of polymer that must be used. After testing last summer, a bid was put out for the new polymer, however, the existing polymer feed system was unable to properly deliver the new polymer. The CCMUA staff procured and installed new polymer feed/mixing equipment to run the new sludge thickening system which feeds the digester. The old polymer also negatively impacted the sludge and how it was being processed by the belt filter presses. Therefore, a second mixing tank was procured earlier this month to allow for the changes to the polymer feed/mixing system. This has resulted in dramatic improvements in recycle which impacts the plant's influent and solids performance. This work was completed in-house by CCMUA staff. Chairman Brennan asked if it should have been known earlier in the process that a change to the polymer / polymer feed system would be needed. Mr. Schreiber added that it is important to note that the digester and increase flow projects were generational projects that significantly impacted how the plant operates. There is a learning curve to understand how all the new processes fit together and what modifications might be needed to each processing system. Once the oxygen plant is back up and running at full speed, there should be less occurrence of process problems than what has been taking place the last 6 months to a year. Mr. Gipson pointed out that the CCMUA was able to procure seed from other utilities, which fed the new digester plant and was commissioned in record time.

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- February 2022 & YTD

Supporting Reports:

- a. Collections Report
- b. Budget Review Report
Commissioner MacFarlane noted that the CCMUA continues to be under budget in utilities and sludge and waste. Kudos to the staff.
- c. Cash Management Report

D) Operations & Maintenance

- 1) Del. No. 1 WPCF- Operations Report- February 2022
Mr. Gipson reported that it appears that the numbers are continuing to improve. Permit is 30ppm and for the months of February and March, the plant’s effluent was in/around 16ppm. With the recent changes made to the polymer feed system, it is believed that the numbers will continue to improve going forward. Once the oxygen plant repairs have been made (Fall 2022), the plant’s performance should be even better. Commissioner MacFarlane added that while the plant’s effluent nearly reached its permit level, it did not exceed it and the staff has been diligent in working through learning how to optimally operate the plant and its new systems in the face of various issues faced. He further added that all of this has resulted in several positives: 1) lower utility costs, 2) reduced sludge quantities, 3) lower sludge and was/disposal costs, and 4) different, and more easily disposed sludge. Mr. Schreiber noted that these improvements (digestion, sludge reduction and some energy independence- i.e., the Combined Heat & Power Facility, Solar panels, etc.) are allowing the staff to think about next level problems and solutions and the Authority’s role in issues concerning climate change (i.e., greenhouse gas emission). The idea is to continue down the path of being an environmentally friendly agency.

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:4-61, providing for a single and combined issue of County Agreement Subordinate Bonds of the CCMUA for the S340640-13 and S340640-28 projects and providing for their sale to the NJ Infrastructure Bank and the State of NJ. 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
Chairman Brennan	-	YES

Resolution #R-22:4-61 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adopt Resolution #R-22:4-62, authorizing use of the County’s 2022 pool of architects and engineers for the provision of said professional 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	-	YES
Chairman Brennan	-	YES

Resolution #R-22:4-62 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:4-63, authorizing entering into an agreement with Marksman Landscaping, LLC for provision of landscaping services pursuant to a shared services competitive bid procured with the County of 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, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:4-63 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:4-64, authorizing a shared services agreement with the County of Camden for premium pay as authorized by The American Rescue Plan Act. Mr. Schreiber explained that County of Camden received monies under the American Rescue Plan Act, one of the uses included pay for public employees that continued to work during the pandemic. The County asked if the CCMUA wanted to be included, and if so, it would require a Shared Services Agreement. The CCMUA has no part-time employees. Full-time employees on the payroll as of April 11, 2022, would be eligible to receive a one-time \$1,000 payment. Commissioner Cutler asked Mr. Watson for his legal opinion as to whether this payment was allowed if employees were working remotely some of the time. Mr. Watson explained that when the law was first enacted it was for those related to public safety, however, as funding became more available, and was further reviewed, it was determined that while some employees did report for work remotely, it may have been for a brief period, and some employees continued to report to their workplace, etc. As long as there is a connection between their role with the public employer and their response to the COVID pandemic, the funds can be considered to be used properly. In this case, it is our opinion that the use of the funds is proper under the permissible uses. Mr. Schreiber noted that at no time was the CCMUA fully remote. During the height of the pandemic, on the Administration side, employees were reporting to the office on a rotating basis and O&M employees were reporting to work daily. 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
Chairman Brennan	-	YES

Resolution #R-22:4-64 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-22:4-65, authorizing change order #1- final quantities change order to the contract with Eastern Environmental for Raw Sewage Pump Upgrades. 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
Chairman Brennan	-	YES

Resolution #R-22:4-65 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-22:4-66, authorizing payment of \$4,525,208.22 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,	-	YES
Commissioner Swartz	-	ABSTAIN
Chairman Brennan	-	YES

Resolution #R-22:4-66 was adopted.

PUBLIC PARTICIPATION:

None

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:40pm.

Minutes of this meeting were approved on May 16, 2022

Respectfully Submitted,



Kim Michelini, Authority Secretary