

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JUNE 20, 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 remotely via Zoom due to the 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:

Stephanie Madden, Gen. Counsel/Chief Comp. Ofc. Jason Fry, Asst Dir of O&M
Wayne Planamento, Chief Financial Officer Alisa Smith, Secretarial Asst
Kim Michelini, Authority Secretary Dan Lose, Asst Comptroller
Robert Cornforth, Director of O&M - Interceptors
Len Gipson, Director of O&M - Main Plant
Oleg Zonis, Director of Engineering/Process Systems

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 Swartz to adopt the minutes of the Regular Meeting held on May 16, 2022. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

The motion was carried.

ADMINISTRATION REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

1) Environmental Management System- June 2022 (*oral report by staff*)

Ms. Madden, in Mr. Schreiber's absence, introduced Mr. Gipson who provided an update on the plant's performance. Mr. Gipson noted that in April, two significant things occurred. 1) conversion to the new polymer for the new digestion system was implemented. This has significantly improved the plant's performance as you will see from the upcoming data for May and June. He noted that during April it rained about 5" and in three of the rain events, the plant peaked at over 170 million gallons. This is significant because it shows that the work that was done at the head of the plant (separating Camden City and Camden County sewer lines to allow for more flow) has resulted in the plant's ability to take more flow which is helping the CCMUA to reach its Long Term Control goals.

Mr. Gipson also noted that during the implementation of the new polymer system, sludge processing was down somewhat- just 64% of the sludge was sent to the dryers. There was also some downtime during this time frame which contributed to less sludge processing. Now

that the polymer system is fully operational, we are seeing a return of sludge processing numbers to 85-95% to the dryers. Commissioner MacFarlane noted that the CCMUA's permit is 30 ppm and, despite some difficulties with the operation, the permit was not exceeded. It appears that operationally, things are moving in the right direction. With the new polymer system fully operational, hopefully the numbers will come down further and when the oxygen system is repaired later this year, the plant's performance improves even more.

Mr. Cornforth updated the Board on several projects that are replacement in kind (vs new processes) and should not have a major impact on the plant's performance: 1) Return Sludge Piping has been awarded and is in the beginning phase of the project; 2) PTF upgrade is in design (90% complete); 3) Pump Station Rehab- in final design stage and 4) Sludge Cake Conveyor System upgrades- in final design stage. Most, if not all, of these projects, have been submitted to the NJDEP for review/comment. Several RFP's will be issued for construction management services for these projects. He added that there are two other smaller projects that are in design (sludge building floor replacement and minor piping replacement at Grandview Ave, West Collingswood). The designs have been completed, O&M Staff comments have been submitted and will be incorporated into the design. These projects should be ready to bid soon. These are small projects which will not be funded by the NJ Infrastructure Bank (CCMUA to pay direct). Chairman Brennan noted that it is important that the staff be involved in the design review process so that their comments can be incorporated. He added that given the current state of the economy (inflation/recession), every project that is bid will need to be reviewed to ensure that it makes sense, from a cost standpoint, to move forward with the project. Along those lines, Commissioner Swartz noted that in reviewing the vouchers for bills to be paid, there was a significant number of payments made for recently completed HVAC work. Mr. Cornforth explained that the HVAC systems are very old and need to be replaced, hopefully, in the next 9 months or so.

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 - April 2022 & YTD
Supporting Reports:

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that the actual to budget looks good at this time.

- c. Cash Management Report

D) Operations & Maintenance

- 1) Del. No. 1 WPCF- Operations Report- April 2022

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-22:6-79, adopting the Authority's 2022 Budget. 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-22:6-79 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:6-80, authorizing award of a professional health and safety consulting services contract to Woodard & Curran, Inc. 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-22:6-80 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-22:6-81, authorizing Change Order #1 to the contract with Bowman & Company for annual auditing services FY 2020. 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-22:6-81 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-22:6-82, authorizing a salary increase for Camden County Sustainability Director. 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-22:6-82 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Bresch to adopt Resolution #R-22:6-83, approving use of the CCMUA/Synagro Operations Contract Community Benefits Fund. Chairman Brennan noted that this is the last approval for this recipient and the invoices received are reviewed by the CCMUA staff prior to release of payment. 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-22:6-83 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:6-84, authorizing award of an agreement between the CCMUA and Franklin Griffith Electrical Supply for supply and delivery of FME lighting fixtures in accordance with RFQ 2022-02. 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-22:6-84 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cutler to adopt Resolution #R-22:6-85, authorizing award of an agreement between the CCMUA and Northeast Technical Sales for supply and delivery of EIM electric actuators in accordance with RFQ 2022-03. 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-22:6-85 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-22:6-86, establishing and/or amending salaries for Authority 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-22:6-86 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:6-87, authorizing the hiring of Sewage Plant Repairers, Sewage Plant Operators, and a Diesel Mechanic. 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-22:6-87 was adopted.

A motion was made by Commissioner Stokes and Commissioner MacFarlane to adopt Resolution #R-22:6-88, authorizing Change Order #1 to R. Scheinert & Sons for electric motor repair 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-22:6-88 was adopted.

A motion was made by Commissioner Cuffee and Commissioner Bresch to adopt Resolution #R-22:6-89, authorizing an amendment to the agreement between the CCMUA and Envirosuite for Air Monitoring Services at the Delaware #1 WPCF. Chairman Brennan noted that this amendment is to correct the original award 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, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:6-89 was adopted.

A motion was made by Commissioner Stokes and Commissioner Cutler to adopt Resolution #R-22:6-90, authorizing a Shared Services Agreement between the CCMUA and CCIA for provision of project management 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-22:6-90 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-22:6-91, 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-22:6-91 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-22:6-92, authorizing payment of \$2,648,322.48 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-22:6-92 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:6-93, authorizing that the Authority hold a Closed Session meeting to discuss legal 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-22:6-93 was adopted.

The meeting adjourned to Closed Session at 6:30pm
The meeting returned to Open Session at 6:50pm.

PUBLIC PARTICIPATION: None

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-22:6-94, authorizing settlement of pending litigation. 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-22:6-94 was adopted.

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 to adjourn the meeting to which all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:52pm.

Minutes of this meeting were approved on 7/18/22

Respectfully Submitted,



Kim Michelini, Authority Secretary