

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON SEPTEMBER 19, 2022**

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Michael G. Brennan at 6:03P.M. The meeting was held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

- PRESENT: Chairman Brennan  
Commissioners Bresch, Cuffee (*joined by phone at 6:06 p.m.- after adoption of the minutes*),  
Johnson, MacFarlane, Stokes, Swartz & Sytnik
- ABSENT: Commissioner Cutler

**STAFF PRESENT:**

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

**CONSULTANTS:**

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

**OTHERS PRESENT:**

- Jay Wilson, CCMUA employee  
Coleen Noble, CCMUA employee  
Tom Kuenzler, T&T Commonwealth  
Robert Serpente, D&B/Guarino

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 Bresch and seconded by Commissioner Sytnik to adopt the minutes of the Regular Meeting held on August 15, 2022. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

- |  |   |         |
|--|---|---------|
| Commissioner Bresch, Johnson, MacFarlane, Swartz, Sytnik | - | YES     |
| Chairman Brennan   | - | YES     |
| Commissioner Stokes                                      | - | ABSTAIN |

The motion was carried.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

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

Mr. Schreiber briefly updated the Board on three (3) significant regulatory issues:

- a) Combined Sewer Overflow Regulations  
The USEPA issued combined sewer overflow requirements some time ago, which are now being implemented in the State of NJ. The New Jersey Department of Environmental Protection (NJDEP) will likely issue permits for the CCMUA's projects related to the CSO regulations by the end of the year- no later than February 1, 2023. These projects are the Pennsauken Disconnect and CCMUA Collection System upgrades (Cramer Hill, Camden)

projects. The plan submitted to the NJDEP includes approximately \$80 million in work. The CCMUA has secured \$10M in grant money from the State of NJ and is actively working toward obtaining \$23M in FEMA grant funding to further offset the CCMUA's financial contribution.

- b) **Nutrient Management / Discharge Contributions Regulations**  
The Delaware River Basin Commission (DRBC) Water Advisory Committee has formally advised the CCMUA and other dischargers along the Delaware River that they'll be officially recommending to the DRBC nutrient limits (ammonia, nitrogen, etc.) on the DE River that are significantly lower than those in place today. Since the effect of these regulations could result in significant capital improvements (\$300M), the CCMUA and other dischargers, including Philadelphia Water Department and Delcora, plan to create a coalition to address the issues, including the financial impact such capital improvements will have on each agency.
- c) **Environmental Justice Law**  
The State of NJ passed legislation in September of 2020 – Environmental Justice Rule and is scheduled to go into effect/full implementation December 31<sup>st</sup>. The CCMUA, at each permit renewal or significant improvement project at the CCMUA's main treatment plant, will undergo an environmental justice review, likely resulting in mandated improvements in process systems related to emissions. The financial impact of such improvements is likely to be significant.

Mr. Schreiber added that the CSO requirements, nutrients and environmental justice regulations have a potential financial impact to the CCMUA of \$500M. Chairman Brennan suggested that the staff continue to have dialog with the County and the regulatory agencies, so everyone is aware of the potential financial impact these regulations pose to the CCMUA.

Mr. Schreiber will continue to keep the Board informed as needed.

**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) Projects Update

**C) Finance**

- 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report - July 2022 & YTD Supporting Reports:
  - a. Collections Report
  - b. Budget Review Report
  - c. Cash Management Report

**D) Operations & Maintenance**

- 1) Del. No. 1 WPCF- Operations Report- July 2022  
Commissioner MacFarlane noted that for the month of July the plant performed well under budget at 14ppm (30ppm is the permit limit). The staff continues to do a good job in optimizing the plant's performance given the operations issues that it is facing (oxygen plant upgrades needed). Mr. Gipson added that the parts needed for the oxygen plant repairs have shipped from China on September 8<sup>th</sup>. They should arrive in New York mid-October. If this schedule is maintained, the contractor will be on-site in November to start the repairs and the plant will be back to normal operations by late 2022/early 2023.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:            None**

**OLD BUSINESS:    None**

**NEW BUSINESS:**

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-22:9-122, authorizing award of a contract to Camden Community Partnership for community outreach and project coordination for long term control plan projects in accordance with RFP# 2022-08. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-122 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-123, authorizing the execution of an agreement between the CCMUA and Northeast Technical Sales of Harleysville, Pennsylvania for the supply and delivery of magnetic flow meters with integral mount transmitter in accordance with Request for Quote #2022-05. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-123 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Swartz to adopt Resolution #R-22:9-124, authorizing award of a Construction Management Services contract for the preliminary treatment system upgrades project to CME Associates. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-124 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:9-125, authorizing the execution of an agreement between the CCMUA and Newport Construction Corporation for Contract #606, renovations of the CCMUA's Administration and Services Buildings. Chairman Brennan asked if supply chain issues were anticipated to which Mr. Schreiber responded that they won't be known until after meeting with the contractor and/or orders are placed. However, he added that since the project was bid well past the height of the COVID pandemic, it is hoped that this will not be the case. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-125 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-22:9-126, authorizing the execution of an agreement between the CCMUA and Anaergia Technologies, Inc., of Carlsbad, California for parts and service for Anaergia Digester Mixers and Sludge Screw Thickeners in accordance with Specification #22-08(A). 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-126 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:9-127, resolution providing for a single and combined issue of County Agreement Subordinate Bonds of the Camden County Municipal Utilities Authority for the S340640-18, the S340640-20 and the S345040-01 projects and providing for their sale to the New Jersey Infrastructure Bank and the State of New Jersey. Mr. Schreiber explained that this resolution, if adopted, will combine of three (3) separate project loans (already completed) into one (1) single loan and was requested by the funding agency, NJ Infrastructure Bank. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-127 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-128, rescinding Resolution #R-22:8-104 and authorizing rebidding for the removal and replacement of carbon in odor control absorbers. Mr. Schreiber explained that the CCMUA received one bid and a contract was awarded to the vendor at the August Board meeting. However, prior to the contractor executing the agreement, they notified the CCMUA that they had made a significant mistake in their bid and was, therefore, not able to honor the pricing in their bid. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-128 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-129, authorizing Shared Services Agreement with the County of Camden for County Wide Household Hazardous Waste Collection Days during 2022. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-129 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-22:9-130, authorizing the execution of a Purchase Order between the CCMUA and Harring Fire Protection, LLC for fire suppression system inspection, testing and maintenance on an as-needed basis under the Camden County Cooperative Pricing System ID #57-CCCPS, Bid #A-24/2021 - 2<sup>nd</sup> Year option. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-130 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-22:9-131, authorizing an agreement with Atlantic County Utilities Authority for Sludge Disposal Services. Commissioner Swartz asked how the price in this agreement compares to the prices in the current agreement to which Mr. Gipson explained the price increase is not significant. In addition, the CCMUA has not used these services in the last three months. 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, Sytnik - YES

Chairman Brennan - YES

Resolution #R-22:9-131 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-132, authorizing the Camden County Municipal Utilities Authority to enter into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-132 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Sytnik to adopt Resolution #R-22:9-133, authorizing a revision to the Shared Services Agreement with the Camden County Improvement Authority for the Provision of Project Management Services during construction of the Renovations and Improvements to the CCMUA’s Administration and Services Buildings, Contract #606. Chairman Brennan asked for more information regarding the need for this service. Mr. Schreiber explained that 12-18 months ago, the CCMUA and the CCIA entered into a shared services agreement whereby the CCIA was providing project management services during the design phase of the project (approx.. \$35,000). Now that a construction contract has been awarded, and the project is funded by the NJ Infrastructure Bank (NJIB), a full-time construction manager must be assigned to the project. This resolution, if approved, assigns the project management services during construction (\$455,000) to the CCIA. Mr. Schreiber further explained that project management services during construction were always anticipated as they are required by the NJDEP (loan funding requirement). There being no further 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-133 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-22:9-134, authorizing the rejection of all Bids received for Contract #418, Collection System Upgrades Project. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-134 was adopted.

Mr. Schreiber asked that the Board consider tabling this matter. A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to table Resolution #R-22:9-135, authorizing rejection of proposals received for RFP #2022-06, Construction Management Services needed to oversee Pump Station Roofs and Doors Upgrades Project. There being no question on the motion, all Commissioners responded “Aye” in favor, none opposed.

Resolution #R-22:9-135 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:9-136, authorizing rejection of proposals received for RFP #2022-09, Construction Management Services needed to oversee the Sludge Room Floor and Conveyor System Upgrades Project. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-136 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:9-137, authorizing rejection of proposals received for RFP #2022-10, construction management services needed to oversee the large pump station upgrades project. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-137 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-22:9-138, authorizing the execution of a Memorandum of Understanding between the CCMUA and the State of New Jersey Office of Emergency Management. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-138 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-139, the execution of an agreement between the CCMUA and Toyota Lift Northeast for the supply and delivery of internal combustion lift truck in accordance with Specification #22-15. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-139 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner MacFarlane to adopt Resolution #R-22:9-140, 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-140 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-22:9-141, authorizing payment of \$3,866,294.22 for expenses disbursed from the revenue account. 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, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:9-141 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Stokes to adopt Resolution #R-22:9-142, 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, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

Resolution #R-22:9-142 was adopted.

**PUBLIC PARTICIPATION: NONE**

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The meeting adjourned to Closed Session at 6:48pm.  
The meeting returned to Open Session at 7:03pm.  
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A motion was made by Commissioner Sytnik and seconded by Commissioner Cuffee to adopt Resolution #R-22:9-143, adopting a compensatory time policy. Commissioner Swartz requested that the policy be included in the employee handbook. 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, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:9-143 was adopted.

There being no further business, Chairman Brennan adjourned the meeting at 7:05pm.

Minutes of this meeting were approved on 10/17/2022

Respectfully Submitted,

  
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Kim Michelini, Authority Secretary