

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

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

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

- PRESENT: Commissioners Bresch, Cuffee (late arrived at 6:05pm), Cutler, MacFarlane, Stokes, & Swartz  
Chairman Brennan
- ABSENT: Commissioners Johnson & Sytnik

**STAFF PRESENT:**

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

**CONSULTANTS:**

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

**OTHERS PRESENT:**

- Jamillah Moore, JP Morgan Chase bank

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 Cutler to adopt the minutes of the Regular Meeting held on November 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 Bresch, Cuffee, Cutler, MacFarlane, Stokes, Swartz | - | YES |
| Chairman Brennan  | - | YES |

The motion was carried.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

- 1) Environmental Management System- December 2022 (*oral report by staff*)  
Mr. Schreiber noted that there were no outside (community) odor complaints in the past 30 days. However, there were three internal odor events. Internal odor events are those raised by CCMUA staff. All were investigated and resolved.

Mr. Schreiber updated the Board on three regulatory matters:

- a) Environmental Justice Rule  
The New Jersey Department of Environmental Protection (NJDEP) asked the CCMUA to hold a public hearing for the CCMUA's Title V (Air) permit. The staff has been working with its consultant, CDM Smith, on understanding what the CCMUA's obligations will be

once the rule takes effect. A public hearing will be held in 2023 with members of the community, including the Waterfront South neighborhood, explaining the permit requirements.

b) Dissolved Oxygen in the Delaware River

The United States Environmental Protection Agency (EPA) recently weighed in on this matter and have indicated that they will be involved in the rule making process, and, may do so on an expedited basis. If this occurs, the rule details, and the CCMUA's obligations, could go into effect in 12 months rather than the original 27 months planned. Mr. Schreiber added that, under the Delaware Basin River Commission (DRBC), the CCMUA is the 2nd largest discharger of ammonia to the Delaware River, beyond Philadelphia Water Department. Commissioner Swartz asked if there was a way to treat the ammonia before it enters the CCMUA's treatment process. Mr. Schreiber indicated that, to the best of his knowledge, there is no technology available to treat for ammonia at the discharge source. However, the CCMUA is looking into side-stream sewage treatment, which can treat a significant amount of ammonia in the sewage stream before it enters the CCMUA's treatment facility.

Mr. Gipson explained that ammonia is naturally occurring in sewage. The CCMUA treatment facility was designed to remove solids from the wastewater. In order to treat the ammonia in sewage, the CCMUA would need an advanced treatment system- or tertiary treatment. The CCMUA was not designed that way, so, as Mr. Schreiber mentioned, side stream sewage treatment is being considered which will remove a significant amount of ammonia before the sewage enters the CCMUA treatment plant.

c) Combined Sewer Overflow/Long Term Control Plan (LTCP)

The NJ Department of Environmental Protection (NJDEP) have begun issuing the Combined Sewer Overflow/LTCP permits to several other wastewater treatment facilities. These permits will give the CCMUA a good idea of what the NJDEP will require of the CCMUA when it issues the CCMUA's permit in early 2023.

Mr. Zonis, Director of Engineer/Process Systems, advised the Board that the 2-year Newton Lake Dredging project will be substantially complete by year end. All dredging activities are complete and were completed within the contract price. The contractor is in the demobilization process, including cleaning and restoration of the site. Some restoration (plantings) will take place in the spring when the weather is more conducive to such activities.

Mr. Gipson, Director of Operations, updated the Board on the status of the oxygen generation plant. Approximately 15 months ago, the CCMUA's oxygen generation plant sieves failed. The sieves are a necessary component of plant's oxygen generation and, therefore, sewage treatment process. This failure cause difficulties in maintaining optimal process effluent as there was not sufficient oxygen for the treatment process. The CCMUA issued an emergency and, in November 2021, contracted with Air Products to replace the sieves. The final cost to replace the sieves is \$2.3 million (price was impacted by supply chain/COVID issues) and the time to receive and replace the sieves was 10-12 months. On November 28<sup>th</sup> of this year, the sieves arrived at the CCMUA and have since been installed, commissioned and are in operation. As a result of the sieve replacement, the plant's oxygen generation is back to full capacity, and the sewage treatment process is significantly improved.

**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

Chairman Brennan asked for an explanation on the recent engineering services contracts awarded. Mr. Schreiber explained that these contracts are for:

- Planning and design (side stream treatment (ammonia) mentioned earlier
- Engineering Services for regulatory related issues including environmental justice, CSO/LTCP and Title V air permit)
- Construction management services for various capital improvement projects funded through the NJ Infrastructure Bank. He noted that the NJ infrastructure Bank requires that the CCMUA contract with a firm to perform construction management. However, the staff is considering self-funding these projects.

Regarding the pumping station roofs and doors project, Mr. Cornforth, Director of O&M, explained that the CCMUA's 35+ pump station roofs and doors are in need of upgrades as they are original (30+ years old) and have reached their useful life.

**C) Finance**

1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report - October 2022 & YTD

Supporting Reports:

- a. Collections Report
- b. Budget Review Report

Commissioner MacFarlane noted that the plant's performance is back to normal (7ppm) which shows that the staff is doing a good job. The CCMUA's effluent, by permit, is 30ppm. So, the plant's performance at 7ppm far exceeds permit levels.

Furthermore, he added that the CCMUA's sewage treatment plant is nearing 50 years old, so continued investment in its process systems, upgrades, rehabilitation is to be expected. The staff needs to continue to plan for upgrades, emergency contingencies, and possible significant financial impacts

- c. Cash Management Report

**D) Operations & Maintenance**

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

Mr. Schreiber noted that the plant received and processed a peak flow of 203 million gallons, which is about 100 million gallons more than it had ever received and treated. Mr. Cornforth noted that the recent completion of the expansion of the main plant allowed for this additional flow to be received without overflows.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** NONE

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-22:12-171, authorizing the execution of an agreement between the CCMUA and Kappe Associates, Inc., Frederick, Maryland for parts for Fairbanks Morse Pumps in accordance with Specification #22-16(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, Cutler, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-171 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:12-172, authorizing the execution of an agreement between the CCMUA and Corrosion Products, Inc., of Rochester, New York for supply and delivery of mechanical seals for various pumps in accordance with

Specification #22-20. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-172 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:12-173, authorizing the execution of an agreement for hauling and beneficial reuse of dewatered sludge cake with United Trucking, Inc., of Marlton, New Jersey and Solid Waste Services, Inc., D/B/A J. P. Mascaro and Sons of Audubon, Pennsylvania in accordance with Specification #22-23. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-173 was adopted:

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-22:12-174, authorizing the execution of an agreement between the CCMUA and JWC Environmental, Inc., of Santa Ana, California, for supply and delivery of JWC "Channel Monster" Grinders located at various Authority Pump Stations in accordance with Specification #22-24. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-174 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-22:12-175, authorizing the execution of an agreement between the CCMUA and Allied Construction Group, Inc., for sodium hypochlorite tank replacement in the preliminary treatment odor control facility in accordance with Specification #22-26. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-175 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner MacFarlane to adopt Resolution #R-22:12-176, authorizing the payment of an invoice to Tyler Technologies Inc. for annual support and updated licensing services to the CCMUA's financial and purchasing management software pursuant to N.J.S.A. 19:44A:20.5, et seq. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-176 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:12-177, authorizing the execution of an agreement between the CCMUA and Solutionwerks, Inc., of Allentown, PA for supply and delivery of parts for Air Products Oxygen Vacuum Swing Adsorption plant in accordance with Specification #22-19. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-177 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-22:12-178, authorizing rejection of bids received for Specification #22-17A, supply and delivery of parts for ITT Allis Chalmers Pumps and authorizing contract procurement through negotiations pursuant to N.J.S.A. 40A:11-5(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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-178 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-22:12-179, approving salary increase for classified and unclassified non-bargaining employees. 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-179 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-22:12-180, authorizing a shared services agreement between the CCMUA and Camden County College for the provision of security guard 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-180 was adopted.

Mr. Schreiber asked that Resolution #R-22:12-181, authorizing award of a contract to D&B/Guarino for construction management services for the Separation of Storm and Sanitary Sewer Systems at the High Street Drainage Area of Pennsauken Township in accordance with RFP 2022-13, be tabled. A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to table this resolution. There being no question on the motion, all Commissioners responded yes in favor, none opposed.

Resolution #R-22:12-181 was tabled.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-22:12-182, authorizing rejection of bids received for Specification #22-09A, removal and replacement of carbon in odor control adsorbers, and authorizing contract procurement through negotiations pursuant to N.J.S.A. 40A:11-5(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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-182 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:12-183, authorizing rejection of bids and readvertisement for Cash Management/Lockbox Services (Specification 22-22). 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-183 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:12-184, 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, MacFarlane, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-22:12-184 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cutler to adopt Resolution #R-22:12-185, authorizing payment of \$20,113,784.34 for expenses disbursed from the revenue account. Commissioner Bresch asked if the CCMUA was being reimbursed by Metro Police and the Sheriff's office on a timely basis for their gasoline usage to which Mr. Schreiber and Mr. Cornforth indicated that both agencies are up to date with a month or two in lag time, but consistently so. Chairman Brennan asked for a status update on the \$15 million payment to the County. Mr. Schreiber explained that the check will be process and delivered at the end of this week. There being no further question or comment on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

Resolution #R-22:12-185 was adopted.

**PUBLIC PARTICIPATION:**

Jamillah Moore of JP Morgan Chase commented that she dialed in to the meeting to hear the decision on Resolution #183, Cash Management/Lockbox Services.

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 6:55pm.

Minutes of this meeting were approved on 1/17/2023

Respectfully Submitted,



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Kim Michelini, Authority Secretary