

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JUNE 19, 2023

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. On roll call, the Commissioners responded to their names as follows:

- PRESENT: Commissioners Bresch (*dropped off the meeting at 6:33pm after Res #105*), Cuffee (*arrived 6:03pm*), Cutler, Stokes, Swartz & Sytnik,
Chairman Brennan
ABSENT: Commissioner Johnson

STAFF PRESENT:

Scott Schreiber, Executive Director
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.
Wayne Planamento, Chief Financial Officer
Kim Michelini, Director of Admin. Oper./Auth. Sec.
Len Gipson, Director of O&M - Main Plant
Oleg Zonis, Director of Engineering/Process Systems

Jason Fry, Asst. Director of O & M
Dhaval Shah, Director of Finance
Dan Lose, Comptroller
Alisa Smith, Secretarial Assistant

CONSULTANTS:

Michael Watson, Esq., Brown & Connery (Solicitor)
Marge DellaVecchia, PS&S
Robert Fisher, 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 Swartz and seconded by Commissioner Sytnik to adopt the minutes of the Regular Meeting held on May 15, 2023. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioner Bresch, Cutler, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

The motion was carried.

ADMINISTRATION REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Mr. Schreiber updated the Board on two ongoing regulatory issues. The first is the Delaware River Basin Commission's (DRBC) potentially adding new regulation regarding treatment/discharge of nutrients (ammonia) into the Delaware River. During the past 30 days, Mr. Schreiber alerted Waterfront South community groups about the pending regulatory changes and let them know that it was likely that an expansion of the CCMUA's wastewater treatment plant would be needed. The community groups provided the CRBC with comments. The DRBC followed up by notifying the CCMUA that any expansion of the CCMUA's treatment facility would be at the expense of the CCMUA. Mr. Schreiber explained to the DRBC that the CCMUA is also dealing with the State's Environmental Justice regulations. The DRBC is still expected to issue a draft rule by year end. Chairman Brennan

asked if the dialog between the CCMUA and DRBC was shared with the Commissioners to which Mr. Schreiber said it had not but could be.

The second issue is regarding the Combined Sewer Overflow/flooding issue and the NJ Department of Environmental Protection. Camden City, Gloucester City and the CCMUA submitted the long-term control plan to the NJDEP in October 2020. The NJDEP reached out to the agencies and asked for an update on the projects that were listed in the 2020 plan. In addition, the NJDEP asked who/which agency would be financially responsible for the projects. Mr. Schreiber noted that he will respond to the NJDEP's request for information after discussing the matter with Camden and Gloucester City officials.

Lastly, Mr. Schreiber advised the Board that the CCMUA is the recipient of two grants: a) \$1.3M to be used toward stormwater management as part of the CCMUA's regulatory obligations; and b) \$1.6M grant for the living shoreline project.

Mr. Gipson updated the Board on the plant's operations for the month of April. He noted that during April, there were 10 rain events, totally 5.5 inches of rain. During one rain event lasting over a three day period the plant received over 250M gallons of flow that was treated. In addition, he noted that the plant is now entering the summer phase, where the warmer weather causes the biology of the plant to react/process differently. Process changes are needed for this as well.

Regarding sludge, April is the first full month showing the impacts of the failure of Sludge Dryer #1. Prior to the dryer failure, the CCMUA was exceeding its goal of 90% of sludge being processed through the dryers. With the dryer failure, the total amount of sludge processed through the dryer dropped to 53%. After discussions with the staff, the CCMUA set a new target of 55% of sludge to be processed through the dryers for the remainder of the year and adjusted the budget accordingly.

Mr. Schreiber noted that the CCMUA received two odor complaints in the past 30 days – one from Cherry Hill and one for a portion of the Camden collection system. Both were not related to the CCMUA's infrastructure or operation.

Mr. Schreiber clarified that the CCMUA followed policy issued by the State of NJ and Camden County regarding the celebration of Juneteenth. This holiday is celebrated on the 3rd Friday in June rather than on the actual date.

Commissioner Cuffee asked for more information regarding the dryer failure. Mr. Schreiber explained that the original design and fabrication of the dryer shafts were later found to be an issue. Since then, the manufacturer reengineered and fabricated the shafts so that the shafts that are now being provided to the CCMUA have not failed as the original ones did. Commissioner Bresch asked a couple of questions regarding sludge storage and hauling as it relates to the down dryer system. Mr. Gipson explained that there are about 5 truckloads worth of sludge being stored in the sludge storage building. In addition, sludge (1 or 2 truckloads) is being hauled on weekends if there is availability. Typically, during the day approximately 5 truckloads of sludge is being hauled.

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 – April 2023 & YTD Supporting Reports:

- a. Collections Report
- b. Budget Review Report
Commissioner Cutler commented on the budget- financials look good.
Good job.
- c. Cash Management Report

D) Operations & Maintenance

- 1) Del. No. 1 WPCF- Operations Report- April 2023

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: **None**

OLD BUSINESS: **None**

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-96, approving the Authority’s 2023 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-96 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution Adoption of Resolution #R-23:6-97, authorizing award of a Contract for General Counsel and Solicitor Services to Brown & Connery, LLP. Chairman Brennan asked if the pricing was the same as previous to which Mr. Watson noted there was a \$5.00 per hour increase. 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, Cutler, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-97 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-98, authorizing award of the Annual Financial Advisor Contract to NW Financial Group, LLC. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-98 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution Adoption of Resolution #R-23:6-99, authorizing award of the Annual Bond Counsel Services Contract to Hawkins, Delafield & Wood, LLP in accordance with RFP #2023-07. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-99 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Swartz to adopt Resolution Adoption of Resolution #R-23:6-100, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-100 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-101, authorizing award of a Contract for Energy Consulting Services for the Delaware #1 WPCF to Utility Advantage. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-101 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution Adoption of Resolution #R-23:6-102, authorizing the rejection of quotes 2023-01(A) received for the service plan and repairs for Atlas Copco compressors and authorizing contract procurement through negotiations. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-102 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution Adoption of Resolution #R-23:6-103, authorizing the issuance of not exceeding \$19,765,000 County Agreement Subordinate Bonds of the Camden County MUA and providing for their sale to the NJ Infrastructure Bank and the State of NJ and authorizing the execution and delivery of certain agreements in connection therewith for the Authority's Sludge Dryer Rehabilitation 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, Cutler, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-103 was adopted.

Mr. Schreiber provided a bit of background regarding resolution #'s 104 and 105 as follows: Several months ago, the admin and services building rehab contractor (Newport) presented the CCMUA with a change order in the amount of \$193,000 for the controls for the HVAC system at the services building. Through discussion, it was determined that the architect (McKernan) inadvertently omitted a line item for new controls for the HVAC system. The architect designed the system at no charge to the CCMUA, bring the change order amount down to \$127,000 and the architect further agreed to complete work under their contract for \$25,000 less than originally quoted. Therefore,

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-104, authorizing Change Order #2 to the Contract with Joseph F McKernan Jr. & Architects & Associates, LLC for Architectural Planning and Design Services for Upgrades to the CCMUA's Administration and Services Buildings. 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, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:6-104 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution Adoption of Resolution #R-23:6-105, authorizing Change Order #1 to the Agreement between the CCMUA and Newport Construction Corp. for Contract #606, renovations of the CCMUA's Administration and Services Buildings. 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, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:6-105 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution Adoption of Resolution #R-23:6-106, authorizing the award of Specification #23-07(A), supply and delivery of parts for Biosec Environmental Inc. grit washers, to Sherwood Logan 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, Cutler, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:6-106 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution Adoption of Resolution #R-23:6-107, authorizing award of a Non-Fair and Open Contract to Iron Horse Environmental, LLC for parts for Primary and Secondary Treatment Tanks. 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, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:6-107 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution Adoption of Resolution #R-23:6-108, appointing Oleg Zonis, P.E., as the Deputy Executive Director of the CCMUA. Mr. Schreiber explained that this appointment, if approved, comes as a result of Mr. Cornforth's absence and recent passing (former Director of O&M). Mr. Zonis is a good communicator who will be able to easily and effectively communicate with the Admin and O&M staff and Board of Commissioners regarding various engineering and O&M projects. 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, Stokes, Swartz, Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:6-108 was adopted.

Mr. Zonis thanks the Board for their support in this appointment.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution Adoption of Resolution #R-23:6-109, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-109 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-110, authorizing Change Order #3 (Final Quantities) to Mobile Dredging & Video Pipe for the Dredging and Reclamation of Newton Lake. There being no further questions on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

Resolution #R-23:6-110 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-23:6-111, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-111 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution Adoption of Resolution #R-23:6-112, authorizing payment of \$3,432,959.89 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, Cutler, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:6-112 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 Cutler. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:41 pm.

Minutes of this meeting were approved on 7/26/23

Respectfully Submitted,



Kim Michelini, Authority Secretary