

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON JULY 15, 2024**

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, Caruso, Cuffee, Johnson, Stokes, Swartz  
Chairman Brennan  
ABSENT: Commissioner Sytnik

**STAFF PRESENT:**

Scott Schreiber, Executive Director  
Oleg Zonis, P.E., Deputy Executive Director/Ch Engr  
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.  
Dhaval Shah, Chief Financial Officer  
Kim Michelini, Authority Secretary  
Dan Lose, Asst Comptroller  
Alisa Smith, Secretarial Asst

**CONSULTANTS:**

Michael Watson, Esq., Brown & Connery (Solicitor)

**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 Cuffee to adopt the minutes of the Regular Meeting held on June 17, 2024. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

The motion was carried.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

1) Environmental Management System (*oral report by staff*)

Mr. Schreiber updated the Board on several topics.

- a. Odor Complaints: Regarding the June 15<sup>th</sup> odor issue reported last month, it is believed that the odors were attributable to the sludge drying facility. O&M and Engineering staff worked with Synagro, the sludge drying facility contract operator, to correct issue. In addition, a complaint was received on June 18<sup>th</sup>, which, upon investigation, could have been associated with the above or it could also have been because of the Camden sewer cleaning project. There have been zero odor complaints since June 18<sup>th</sup>. Commissioner Bresch reminded the staff that odors are to be taken seriously and that that the staff and Synagro must be diligent in ensuring that they don't occur.
- b. Long Term Control Plan (LTCP): The CCMUA, Camden and Gloucester Cities worked for approximately 5 years putting together a plan and another 3 years plus

reviewing the plan with the NJ Department of Environmental Protection (NJDEP) and agreed upon the following schedule of implementation:

Due Date	Permittee Lead	Activities
2023	Gloucester	Complete initial inspection & cleaning of 100% of Gloucester collection system.
2024	Camden	Complete initial inspection & cleaning of 100% of Camden collection system.
2025	CCMUA	Begin new flow monitoring to assess flow levels in the in the CCMUA, Camden & Gloucester systems.
	Gloucester	Complete Gloucester CSO outfall cleaning to restore hydraulic capacity.
	Camden & Gloucester	Formalize Green Stormwater Infrastructure (GSI) Programs.
2026	Camden & Gloucester	Formalize Street Flooding Mitigation Programs.
	CCMUA	Complete new flow monitoring in the CCMUA, Camden & Gloucester systems.
	CCMUA	Update the Hydrologic/Hydraulic model as a result of new flow monitoring.
2027	Camden & Gloucester	Continued implementation of GSI and Street Flood Mitigation Programs.
	Camden & Gloucester	Continued implementation of GSI and Street Flood Mitigation Programs.
2028	CCMUA	Complete evaluation of structural control alternatives to capture a minimum of 85% of the annual average combined sewage collected in the system during wet weather and submit to the NJDEP for review.
	CCMUA	Develop Cooper River Water Quality Strategy
	CCMUA	Complete implementing C-32 Controls.
	Camden & Gloucester	Continued implementation of GSI and Flood Mitigation Programs.
2029-2033	CCMUA, Camden & Gloucester	Planning, design, permitting and land acquisition for structural control alternatives to capture a minimum of 85% of the annual average combined sewage collected in the system during wet weather.
	Camden & Gloucester	Continued implementation of GSI and Street Flood Mitigation Programs.
2034-2038	Camden & Gloucester	Construct structural control alternatives to capture a minimum of 85% of the annual average combined sewage collected in the system during wet weather.
	Camden & Gloucester	Continued implementation of GSI and Street Flood Mitigation Programs.

The NJDEP desires all three entities, CCMUA, Camden and Gloucester Cities, enter into an Administrative Consent Agreement in which the entities commit to completing their projects scheduled to occur later in the schedule (2029-2038). However, while funding of the future projects is of concern to the parties, it is important that the parties, CCMUA, Camden and Gloucester Cities, continue to work toward completing the projects scheduled in the near term. This will show the NJDEP continued compliance with the LTCP. In that regard, the CCMUA worked with the City of Camden to obtain 80% principal forgiveness funding for the remainder of their sewer cleaning project. Similarly, the CCMUA is now working with Gloucester City on the cleaning of their outfalls, which is part of their LTCP. The NJDEP has made \$8M dollars/year available to Gloucester City to apply to their LTCP projects. To assist Gloucester City, the CCMUA and Gloucester City will enter into a shared service agreement for LTCP work. He noted that Gloucester City will obtain funding and the CCMUA will provide technical expertise, thereby not costing the CCMUA anything.

Mr. Schreiber further explained that the CCMUA has its own LTCP commitments, the most recent project being the Pennsauken Disconnect project. He added that there are three entities vying for the same funding- 80% principal forgiveness for the project. It is thought that the CCMUA is the closest to being given the Authorization to Advertise by the NJDEP for bidding of this project. Assuming that the CCMUA is the first to bid and then receive approval to award from the NJDEP, the CCMUA would be first in line for the 80% principal forgiveness funding.

Mr. Schreiber also noted that the CCMUA continues to work with the County of Camden on two shared services agreements: one is an overarching agreement regarding infrastructure projects and the other is specific to the Cooper River maintenance dredge project. He explained that in 2016 or so, the Cooper River was dredged in certain areas. There is a need to perform a maintenance dredge for two reasons: 1) the NJDEP calls for it in a certain time frame and that is approaching and 2) there is sediment buildup in the areas dredged several years ago. The maintenance dredge would re-dredge the areas dredged in 2016 and then dredge new areas to allow for support areas for the rowing community along the Cooper River. Phase 1 would occur in 2026 and then additional areas along Cuthbert Blvd (Phase 2) would occur later. This area is likely contributing to the building-up of silt in the down river dredge areas. Commissioner Swartz asked about the dredge spoils to which Mr. Schreiber noted that there would likely be approximately 80,000 cubic yards of dredge spoils and that the method of dredge would likely be a mechanical dewatering dredge, the same as that which the CCMUA performed on the Newton Creek dredge project.

- B) **Engineering:**
- C) **Legal:**
- D) **Operations & Maintenance:**
- E) **Finance:**

II) **INFORMATIONAL ITEMS:**

- A) **Administration:**
  - 1) Organizational Chart
- B) **Engineering:**
  - 1) Projects Update  
Mr. Zonis reported that most projects are on time and budget.
- C) **Finance:**
  - 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report – January 2024 & YTD Supporting Reports
    - a. Collections Report  
Mr. Shah reported that the CCMUA expects to collect close to 100% of user fees in 2024. He added that Mr. Lose is comparing its billing records to the Town/Municipality records and is finding additional revenues.
    - b. Budget Review Report  
Mr. Shah noted that reported that expenses are on track for the year.
    - c. Cash Management Report
- D) **Operations & Maintenance:**
  - 1) Del. No. 1 WPCF- Operations Report- December 2023  
Mr. Zonis reported that the plant has continued to perform efficiently at high levels. TSS and CBOD were 5.9 and 4.2 respectively. In addition, the plant achieved its goal of processing over 40% sludge through the dryer (1 of 3 dryers in service at this time). In addition, more electricity was produces that in prior months.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** None

**OLD BUSINESS:**

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:6-112, approving the Authority’s 2024 Budget. There being no question or comment on the motion, a roll call vote was taken and the Commissioners responded as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:6-112 was adopted.

Mr. Schreiber asked that Resolution #R-24:6-113, authorizing the award of Specification #23-30(A), Parts & Service for Miscellaneous Belt Conveyors be tabled as the required paperwork has not been received. A motion was made by Commissioner Stokes and seconded by Commissioner Swartz to table this resolution. There being no question or comment, all Commissioner responded “Aye” in favor, none opposed.

Resolution #R-24:6-113 was tabled.

**NEW BUSINESS:**

A motion was made by Commissioner and seconded by Commissioner to adopt Resolution #R-24:7-116, authorizing hiring/appointing of employees in various titles, establishing and/or amending various organizational divisions, job titles and salary ranges for Authority positions within these divisions. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-116 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Bresch to adopt Resolution #R-24:7-117, designating Oleg Zonis, P.E., as the licensed operator of record for the Camden County Water Resources Recovery Facility. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-117 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-24:7-118, authorizing change order #1 (no-cost time extension) to S. Hughes Electric Co., LLC for Contract #413, CCMUA Large Pump Station Electrical Upgrades Project. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-118 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-24:7-119, authorizing a time extension (#2) to the CCMUA's agreement with Evoqua Water Technologies, LLC for hydrogen sulfide control services in accordance with Specification #19-10. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-119 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-120, authorizing execution of an agreement with the United States Geological Survey for the renewal of stream monitoring services for the Great Egg Harbor River Basin. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-120 was adopted.

A motion was made by Commissioner Johnson and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-24:7-121, authorizing the execution of an agreement between the CCMUA and Iron Horse Environmental, LLC for supply and delivery of RAS-J Roots Blowers in accordance with Specification #24-18. There being no question or comment on the motion, the Commissioners

responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-121 was adopted

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:7-122, authorizing the execution of an agreement between the CCMUA and G.T. Smith & Associates, Inc. of Cape May, NJ for the supply of "anti-surge" sewage air release and vacuum break valves in accordance with Specification #24-13. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-122 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-123, authorizing the execution of an agreement between the CCMUA and Northeast Electrical Services, LLC of Williamstown, NJ for electrical repairs and services in accordance with Specification #24-12. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-123 was adopted.

A motion was made by Commissioner Johnson and seconded by Commissioner Stokes to adopt Resolution #R-24:7-124, authorizing the execution of an agreement between the CCMUA and Northeast Plumbing Services, LLC of Williamstown, NJ for quarterly inspection, testing, repair and reporting of backflow preventers in accordance with Specification #24-17. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-124 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-24:7-125, authorizing the execution of an agreement between the CCMUA and Longo Electrical-Mechanical, Inc. of Wharton, NJ for provision of electric motor repair services in accordance with Specification #24-16. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-125 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:7-126, authorizing the execution of an agreement between the CCMUA and Corrosion Products & Equipment of Rochester, NY for supply and delivery of parts for Moyno Pumps in accordance with Specification #24-15. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-126 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-127, authorizing the execution of an agreement between the CCMUA and Edwin Elliott & Co., of Lafayette Hill, PA for repair of Rotork Actuators in accordance with Specification #24-14. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-127 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Johnson to adopt Resolution #R-24:7-128, authorizing the execution of an agreement between the CCMUA and Evoqua Water Technologies, LLC, of Sarasota, FL for hydrogen sulfide control services in accordance with Specification #24-08(A). There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-128 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Johnson to adopt Resolution #R-24:7-129, authorizing rejection of bids received for Specification #24-19, supply and delivery of grit channel blowers and authorize re-advertisement of bids. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-129 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-130, authorizing rejection of bids received for Specification #24-20, supply and delivery of chlorine tank gear box mixers and authorize re-advertisement of bids. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-130 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-131, authorizing a shared services agreement between the CCMUA and the City of Gloucester regarding the Gloucester City CSO Outfalls Rehabilitation Project. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-131 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-24:7-132, authorizing a shared services agreement between the CCMUA and the County of Camden related to the funding of certain County of Camden Infrastructure Projects. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-132 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-133, authorizing a shared services agreement between the CCMUA and the County of Camden related to the Cooper River Maintenance Dredge Project. There being no question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-133 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-24:7-134, 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. Commissioner Bresch asked if the staff was disposing the vehicles CCMUA that are no longer in service, to which Mr. Schreiber indicated yes, it was. There being no further question or comment on the motion, the Commissioners responded as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-24:7-134 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:7-135, authorizing payment of \$15,815,882.18 for expenses disbursed from the revenue account. There being no further question or comment on the motion, the Commissioners responded as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, & Swartz - YES  
Chairman Brennan - YES

Resolution #R-24:7-135 was adopted.

**PUBLIC PARTICIPATION:** None

Mr. Schreiber noted that the CCMUA will likely be ready to return to in-person Board meetings in September and with the addition of new technology, the meetings will also be held virtually.

Commissioner Swartz thanks Mr. Schreiber and the staff for supporting and hosting two students for summer youth work program. Mr. Schreiber praised CCMUA employee Ray Hastings for all that he has done in working with the young students/interns.

Chairman Brennan commented on the bill insert recently received. It was very informative and well put-together. Commissioner Swartz added that the inserts are a good way to inform the public about the CCMUA.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:54pm.

Minutes of this meeting were approved on 9/16/24

Respectfully Submitted,



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Kim Michelini, Authority Secretary