

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON AUGUST 19, 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. and the meeting was held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

PRESENT: Commissioners Bresch, Caruso (*joined 6:03pm*), Cuffee, Johnson, Stokes, Swartz & Sytnik  
Chairman Brennan

**STAFF PRESENT:**

Scott Schreiber, Executive Director	Jason Fry, asst. Director of O&M
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.	Dan Lose Asst Comptroller
Dhaval Shah, Chief Financial Officer	Alisa Smith, Secretarial Asst.
Kim Michelini, Authority Secretary	
Len Gipson, Director of O&M - Main Plant	
Oleg Zonis, Deputy Exec Director/Dir of Engineering & Process Systems	

**CONSULTANTS:**

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

**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.

**OLD BUSINESS:**

None

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

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

Mr. Schreiber reported that in the last 30 days, there were three odor complaints as follows:

- Cross Keys Road: The CCMUA received complaints from a resident along Cross Keys Rd. in Winslow. Upon investigation, odors were emitted from the CCMUA's force main vent stack so the CCMUA replaced the carbon in the odor control filter and the seal was replaced on the CCMUA's manhole located in the vicinity. It was also found that, by tracking back the influent from Berlin Borough's system had high levels of hydrogen sulfide. The Borough was notified so that increased chemical dosing could occur to cut back on the odors.
- Internal Complaint: Odors were detected while work was being performed at the main plant in the scum pit on a day that cloud cover was low, humidity was high, and wind was out of the West. As a result, discussions ensued with the O&M team to be more cognizant of the weather when scheduling certain work that can be odorous.
- Public Complaint: The CCMUA investigated an odor complaint received for areas in Somerdale and found that the CCMUA had no operations in the proximity of the location of the complaint received.

2) Mr. Schreiber noted that while there is still a bit of work to be done in the Admin Building (installation of new technology), he hoped that the CCMUA's monthly Commissioner meetings will resume in-person in September. More information to follow.

- 3) Mr. Schreiber reported that over the last 3 years, the CCMUA has saved \$1.2M via its demand management program. With the assistance from its utility management consultant, the CCMUA been able to optimize its energy usage on peak demand days.
- 4) Finally, Mr. Schreiber explained that he recently attended a meeting about the Inflation Reduction Act – Direct Pay Program. This program is designed for tax exempt entities like the CCMUA to allow them to receive the equivalent of a tax credit(s) when they building and/or produce clean energy. The program allows for up to 50% of project costs to covered and will help the CCMUA obtain its long term goal of being 100% off the grid, in addition to adding possible revenue generating opportunities. The CCMUA is investigating the addition of another digester for food waste and additional solar power systems at its main plant and pump station building roofs, parking lots, etc. Commissioner Swartz asked if it was possible to sell the tax credits to which Mr. Schreiber indicated that doing so was not part of the program.

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 while there is still a little more work to be done at the Administration Building for it to be fully complete, it is finally open to the public. He mentioned that, regarding two upcoming projects, bids will be received on 9/12 for the Pennsauken Disconnect project and the Sludge Conveyor System Upgrades project will advertise for bids later this week.

C) **Finance**

- 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report—June 2024 & YTD Supporting Reports

- a. Collections Report
- b. Budget Review Report

Mr. Shah commented that the CCMUA is basically on target with expenses and revenues \$900,000 ahead. This is primarily due to income interest exceeding what was budgeted and customer service's (Dan Lose's) review of accounts against town/municipality account records and finding adjustments resulting in additional revenue.

- c. Cash Management Report

D) **Legal**

- 1) New Jersey Infrastructure Bank Funded Projects Outlay Status

E) **Operations & Maintenance**

- 1) Del. No. 1 WPCF- Operations Report- June 2024

Mr. Gipson updated the Board on plant operations noting that June's and July's totals are well within the CCMUA's EMS goals. In addition, 43% of sludge generated was processed through the dryer. Regarding the power savings mentioned earlier by Mr. Schreiber, Mr. Gipson further explained that the CCMUA received approximately 16 alerts this summer which allowed the CCMUA to better manage its energy demand/usage. In addition, changes to the amount of equipment in operation at any given time was also implemented allowing further cuts in energy usage resulting in savings of about \$800,000/year.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:** None

**NEW BUSINESS:**

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-24:8-136, authorizing award of a construction management services contract for the Sludge Drying Facility Upgrades project to CME Associates in accordance with RFP #2024-16. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-136 was adopted.

Mr. Schreiber asked that this resolution be tabled until the September meeting. A motion was made by Commissioner Stokes and seconded by Commissioner Bresch to table Resolution #R-24:8-137, authorizing award of a design engineering services contract to Johnson, Mirmiran & Thompon for design of the Gloucester City CSO Outfalls Rehabilitation project in accordance with RFP #2024-13. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-24:8-137 was tabled.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:8-138, authorizing participation in the New Jersey Department of Health Wastewater Surveillance Program. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-138 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Bresch to adopt Resolution #R-24:8-139, authorizing the Camden County MUA to renew its membership in the Camden County insurance Fund Commission. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-139 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-24:8-140, authorizing use of Camden County's 2024-25 pool of attorneys for the provision of special, conflicts and labor counsel services on an as-needed basis. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-140 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-24:8-141, authorizing award of a non-fair and open contract to Maryland Biochemical Co., Inc., for wet well wizard aeration systems for its pump stations. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-141 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:8-142, authorizing award of a non-fair and open contract to Kendall Electric for Controllogix Fundamentals & Troubleshooting Training. Mr. Cuffee asked for additional information on this matter to which Mr. Schreiber explained that the CCMUA is following the non-fair and open process in obtaining goods and services in accordance with local public contracts law. There being no further question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-142 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adopt Resolution #R-24:8-143, award of a non-fair and open contract to Sherwood Logan & Associates for Hayward Gordon pumps. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-143 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:8-144, authorizing payment of an invoice to Core Business Technologies for annual iPayment enterprise subscription license and Core ASP annual hosting services FY 2024, the CCMUA's customer service payment software. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-144 was adopted.

A motion was made by Commissioner Sytnik and seconded by Commissioner Bresch to adopt Resolution #R-24:8-145, authorizing rejection of bids received for Specification #24-21, parts & service for Anaergia Digester mixers and sludge screw thickeners and authorize re-advertisement of bids. Mr. Schreiber noted that the bid submitted did not meet the mandatory requirements and, as a result, it must be rejected. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-145 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-24:8-146, authorizing procurement through negotiation, Specification #24-10A, fabrication and/or installation of structural steel and hi/low pressure pipe work. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-146 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Stokes to adopt Resolution #R-24:8-147, reject bids received for Contract #616, Living Shoreline, and authorizing readvertisement of bids. Mr. Schreiber noted that bids received were in excess of the CCMUA's available grant funding and are, therefore, being rejected. The CCMUA will seek to find additional grant funding. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-147 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:8-148, authorizing the use of competitive contracting pursuant to N.J.S.A. 40A:11-4.1 et seq., for marketing and public communication services for the CCMUA. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-148 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Stokes to adopt Resolution #R-24:8-149, authorizing award of a contract between the Camden County MUA and ProcessFlo for supply and delivery of grit channel blowers in accordance with Specification #24-19A. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-149 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-24:8-150, authorizing execution of grant agreement with New Jersey Board of Public Utilities for Clean Fleet grant program funds dedicated toward increased electric vehicle usage. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-150 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-24:8-151, authorizing execution of agreement with Public Service Enterprise Group for incentives dedicated toward the design and installation of electric vehicle charging stations. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-151 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:8-152, authorizing the execution of a purchase order between the CCMUA and Bryan Electric under the Educational Services Commission of NJ for the design and installation of electric vehicle charging stations, ID#65MCESCCPS, Bid #ESCNJ 22/23-35. Commissioner Swartz asked for additional information regarding the EV charging stations to which Mr. Schreiber explained that financial incentives, including grants, to install electric vehicle charging stations have become available so there will be charging stations at both the Amin Building and Main plant locations. The station(s) at the Admin Building will be available for public use, and the stations at the main plant will be for CCMUA use only. In addition, as part of the incentive program the CCMUA will purchase a couple of Chevy Volts and Ford F150's. There being no further question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-152 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:8-153, authorizing the execution of purchases between the CCMUA, Knoll, Inc.- c/o Corporate Facilities of NJ under the NJ State Cooperative Purchasing Program, Contract #81629, System ID #1NJCP. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-153 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-24:8-154, 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, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-154 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-24:8-155, authorizing payment of \$3,690,122.08 for expenses disbursed from the revenue account. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:8-155 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 Stokes. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:56pm.

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

Respectfully Submitted,



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Kim Michelini, Authority Secretary