

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON MAY 16, 2022**

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 due to the COVID-19 pandemic. On roll call, the Commissioners responded to their names as follows:

PRESENT: Commissioners Bresch, Cuffee, Cutler, Johnson, MacFarlane, Stokes, Swartz  
Commissioner Sytnik (arrived @ 6:08pm)  
Chairman Brennan

**STAFF PRESENT:**

Scott Schreiber, Executive Director  
Stephanie Madden, Gen. Counsel/Chief Comp. Ofc.  
Wayne Planamento, Chief Financial Officer  
Kim Michelini, Authority Secretary  
Robert Cornforth, Director of O&M - Interceptors  
Len Gipson, Director of O&M - Main Plant  
Oleg Zonis, Director of Engineering/Process Systems

Dan Lose, Asst Comptroller  
Jason Fry, Asst Dir of O&M  
Alisa Smith, Secretarial Asst

**CONSULTANTS:**

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

**OTHERS PRESENT:**

Coleen Noble, CCMUA employee  
David Groff, CCMUA employee  
Al DeGennaro, Solid Waste Services

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 Cuffee and seconded by Commissioner Swartz to adopt the minutes of the Regular Meeting held on April 11, 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, Johnson, MacFarlane, Stokes, Swartz	-	YES
Chairman Brennan	-	YES

The motion was carried.

Mr. Schreiber, prior to the Administration Report, welcomed Dave Groff, long time CCMUA employee. Mr. Groff recently retired from the CCMUA after 42+ years of service. Mr. Groff thanked the Board and Executive Staff for the opportunities he was afforded during his tenure with the CCMUA. He wished everyone at the CCMUA best wishes moving forward and the Board thanked him for his many years of service to the CCMUA in return.

**ADMINISTRATION REPORT:**

**I) ITEMS FOR DISCUSSION:**

**A) Administration:**

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

Mr. Schreiber noted that the plant's effluent continues to improve, and the plant has continued to receive and treat significantly more flow during rain events. During one recent rain event, the plant received sustained peak flows of 180mgd, which is about 80mgd more, at a peak level, than the plant received in the past.

On Friday, May 13<sup>th</sup>, there was a temporary (10-15 mins) power outage that affected the CCMUA. There are two main feed lines into the main plant. One was down due to a planned

shut-off and the other then failed. Discussions with Anaergia, the combined heat and power contract operator, regarding the possible switch over to the black start generator/CHP, ensued. However, PSE&G was able to restore the power, so the start-up was not needed. Commissioner Bresch asked if PSE&G notifies the CCMUA in advance of planned interruptions in service. Mr. Schreiber noted that the CCMUA contacts PSE&G when there is a power outage and, he believes that PSE&G notifies the CCMUA in advance of planned outages. Mr. Cornforth confirmed that this was the case.

2) **CCMUA Operations Review (*oral presentation by Robert Fischer, PS&S*)**

Mr. Schreiber noted that the staff encountered difficulties in operating the main treatment plant in 2021 and early 2022. The difficulties were related to the digester coming online, specifically the sludge thickening equipment and the failure of the oxygen plant. As a result, the CCMUA retained CDM Smith to perform a review the evaluation of the . It is also important to note that Mr. Cornforth and Mr. Gipson were not involved in the design of the digester equipment. He introduced Mr. Fischer of PS&S, who then summarized CDM's report as follows:

In February 2022, CDM visited the CCMUA and observed several operating systems involving activated sludge, sludge digestion and sludge dewatering and secondary clarifiers. Documents were requested and provided for their review. CDM's analysis included observation of the plant process and review of documents; microbial analysis of the activated sludge and a desktop analysis to review the secondary clarifiers. The findings suggest the start up of the new screw thickener process and the anaerobic digesters and the oxygen plant failure/problems have created an environment for unfavorable biological growth in the activated sludge system (sludge bulking). Based on their analysis, CDM made several recommendations: 1) restore the oxygen system; 2) collect more data at the plant (solids loading); 3) take pH in the activated sludge process; and 4) measure ammonia coming into the plant. There are other recommended actions should these recommendations not work (test coagulants in primary settling tank; stress test final clarifiers; side stream technologies; etc.).

Mr. Fischer, closed by adding that CDM's report supported the staff's (Mr. Gipson, Mr. Cornforth, and Mr. Zonis') understanding of the problems the plant was having and it appears that no major capital improvements will be needed because of the problems faced.

Chairman Brennan encouraged the staff to work together with the engineering firms during the project design phase to possibly lessen any negative impacts a project may have on the CCMUA's operation. Commissioner MacFarlane added that while the digester project has caused some operational difficulties, there are significant benefits to this project: reduction in utility costs and less sludge disposal/hauling. Commissioner Bresch asked if the project designer should have known that a change in polymer was needed to which Mr. Schreiber explained that the change in polymer could not have been known until after the project was complete, the system was up and running and the new sludge was able to be tested. Mr. Cornforth further explained that the plant would not have reacted in such a bad way if just one problem was encountered. In this case, it was sort of the perfect storm in that there were three major things happening at the same time: 1) increase in capacity from 70-80mgd to 185mgd; 2) new thickeners and 3) the oxygen plant failure. If it was just the digesters coming on, but the oxygen plant had not failed, there would have been a higher effluent, but not nearly as high as it was. If only the oxygen plant failed, but didn't have the digester, the same thing- there would have been struggles, but not to the same extent as was faced.

**B) Engineering:**

**C) Legal:**

**D) Operations & Maintenance:**

1) **Envirosuite Odor Detection System (*oral presentation by Jason Fry*)**

Mr. Schreiber introduced Mr. Fry, Assistant Director of O&M, to the Board. Mr. Fry will give a brief overview of Envirosuite's software and sensing devices which were recently installed at the main treatment plant. These devices capture sensing (odors) data, and the software converts it to manageable/actionable data that can then be acted upon. This is all done in real time; optimizing operations whereby the staff can act on unfolding odor issues before they become far bigger problems.

Mr. Fry began the power point presentation by explaining that Envirosuite came online at the end of February 2022. It is a robust air monitoring and modeling software/platform that provides real time odor detection data. There are 4 air monitors- 3 along the perimeter of the CCMUA and the Waterfront South neighborhood and 1 at the digester. Not only do these monitors detect sulfide, ammonia, BOC, etc. but they also detect the intensity of the odor.

Note: It was noticed that there was a technical difficulty with the slide presentation (slides not progressing), so the presentation was halted and will be resumed at the June meeting.

- E) **Finance:**
  - 1) Voucher Payment Resolutions - Report on Emergency Payments

**II) INFORMATIONAL ITEMS:**

- A) **Administration**
  - 1) Organizational Chart
- B) **Engineering**
  - 1) Project Updates Report
- C) **Finance**
  - 1) Cash Flow & Actual to Budget Analysis/NW Cash Flow Report- March 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- March 2022

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:**

Mr. DeGennaro, of Solid Waste Services had no comment other than to say that he was attending the meeting waiting to see if the CCMUA awarded a contract for services for which they were a low bidder. Solid Waste Services has done business with the CCMUA in the past and looks forward to doing so again.

**OLD BUSINESS:** None

**NEW BUSINESS:**

A motion was made by Commissioner Stokes and seconded by Commissioner Bresch to adopt Resolution #R-22:5-67, accepting annual audit for the year ending December 31, 2020 as prepared by Bowman & Company. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-67 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-22:5-68, approving the Authority's 2022 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-68 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner MacFarlane to adopt Resolution #R-22:5-69, authorizing an amendment (#3) to the contract between the CCMUA and JCI Jones Chemicals of Sarasota, FL for supply and delivery of sodium hypochlorite solution in accordance with Specification #21-06. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-69 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:5-70, authorizing an agreement between the CCMUA and Howden Roots, LLC of Connersville, IN to rebuild (2) Roots Large Rotary Whispair Air Blowers in accordance with RFQ #2022-01(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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-70 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cuffee to adopt Resolution #R-22:5-71, authorizing the execution of an agreement between the CCMUA and Solid Waste Services, Inc., d/b/a J.P. Mascaro & Sons of Audubon, PA for collection and removal of grit & scum in accordance with Specification #22-03. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-71 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-22:5-72, authorizing the execution of an agreement between the CCMUA and Atlas Septic of Freehold, NJ, Solid Waste Services, d/b/a J.P. Mascaro & Sons of Audubon, PA and United Trucking, Inc. of Marlton, NJ for the hauling and disposal of dewatered Sludge Cake in accordance with Specification #22-06. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-72 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Bresch to adopt Resolution #R-22:5-73, authorizing change order #1 to the existing agreement between the CCMUA and Solutionwerks, Inc for Air Products Oxygen Vacuum Swing Adsorption Plant in accordance with Specification #21-06(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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-73 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-22:5-74, authorizing an agreement with PSE&G for participation in Energy Efficiency Program (“CEF-EE”). 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-22:5-74 was adopted.

A motion was made by Commissioner MacFarlane and seconded by Commissioner Cutler to adopt Resolution #R-22:5-75, authorizing hiring of William Day (P/T safety department). 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:5-75 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-22:5-76, 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:5-76 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-22:5-77, authorizing payment of \$3,057,474.45 for expenses disbursed from various trust accounts. 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, Johnson, MacFarlane, Stokes, Swartz, Sytnik - YES  
Chairman Brennan - YES

Resolution #R-22:5-77 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-22:5-78, 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, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-22:5-78 was adopted.

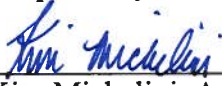
The meeting adjourned to Closed Session at 6:48pm  
The meeting returned to Open Session at 7:01pm.

**PUBLIC PARTICIPATION: None**

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 7:01pm.

Minutes of this meeting were approved on 6/20/2022

Respectfully Submitted,

  
\_\_\_\_\_  
Kim Michelini, Authority Secretary