

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON MARCH 20, 2023

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Chairman Michael G. Brennan at 6:01 P.M. and the meeting was held by video via Zoom. On roll call, the Commissioners responded to their names as follows:

- PRESENT: Commissioners Bresch, Cuffee, Cutler, Johnson & Swartz
Chairman Brennan
ABSENT: Commissioners Stokes & Sytnik

STAFF PRESENT:

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

CONSULTANTS:

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

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.

ADOPTION OF MINUTES:

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt the minutes of the Regular/Reorganization Meeting held on February 20, 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, Cuffee, Cutler, Swartz	-	YES
Chairman Brennan	-	YES
Commissioner Johnson	-	ABSTAIN

The motion was carried.

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

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

Mr. Schreiber thanked Mr. Zonis, Ms. Madden, and Sandra Smith of PS&S, for helping the CCMUA get the front-end bid specification boilerplate approved by the Office of the State Comptroller. Now that the boilerplate has been approved, the CCMUA can go out to bid for several capital improvement projects.

He also noted that the CCMUA will be undergoing its annual Environmental Management System (EMS) audit. The audit is scheduled to take place at the end of March and the findings will be reported at the April Board meeting.

Mr. Schreiber explained that NW's financial report shows approximately \$5M more in revenue. However, he clarified that this isn't necessarily all new revenue, it is mostly

because there was less revenue recorded the last year due to the COVID legislation the State of NJ passed (moratorium on tax sales).

Mr. Fry reported that, in December 2022, the New Jersey Department of Environmental Protection (NJDEP) conducted its annual compliance inspection of the plant. The inspection consisted of a physical inspection of the plant and its processes and review of 2 month's of plant data to ensure that the data is being reported correctly and that the data is being analyzed properly by both the CCMUA's internal and external labs. The CCMUA successfully passed this audit- no compliance issues were noted.

Mr. Gipson reported on the plant's performance. In the month of January there were 12 reportable rain events, 3 of which occurred in one week and resulted in significant peaks in influent received and an average 9.6ppm readings for the month. In looking at the budget for the month of January, he pointed out that the half of the power used in that month was generated from the CCMUA's digester gas. This results in significant costs savings to the CCMUA (approximately \$200,000/month) as the power generated from the digester costs about 2 cents per kilowatt hour while it costs approximately 12.5 cents per kilowatt hour to purchase power from PSE&G. Furthermore, the digester process also saves the CCMUA in solids handling costs at approximately \$200,000/month. Chairman Brennan suggested that this information, along with the positive environmental impact (less trucks, less odor events, etc.) this has, be shared with the ratepayers (billing inserts) to which Mr. Schreiber indicated that he would work with the County and CCMUA staff to get this information out in a billing insert, and/or our social media accounts.

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 – January 2023 & YTD Supporting Reports:
 - a. Collections Report
 - b. Budget Review Report
 - c. Cash Management Report

D) Operations & Maintenance:

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

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to table Resolution #R-23:2-30, authorizing a shared services agreement with Camden County for supplemental legal services. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:2-30 was tabled.

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:3-43, commending James MacFarlane for his many years of service. Commissioner Bresch thanked Commissioner MacFarlane for his many years of service and dedication to the CCMUA, the community and the environment. Chairman Brennan and Commissioner Swartz echoed that sentiment, adding it's been a pleasure working with him and they wished him well in his future endeavors. Mr. Schreiber added that the Association of Environmental Authorities recently recognized Commissioner MacFarlane as an outstanding Commissioner- the only Commissioner in the State to be recognized as such. He added that this is a testament to his liaising between the CCMUA and the community. Commissioner MacFarlane noted his appreciation and added that only set out to do the right thing. In the words of his friend, Father Michael Doyle, "you do your bit, that's all you can do, but you do it as best you can." Being a CCMUA Commissioner is an important job and responsibility- not only to the community surrounding it but to the ratepayers and the environment. The CCMUA has come a long way from its early days in terms of odor control, operational and financial best practices. He closed by saying that it's been an honor and distinct pleasure serving on this Board. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-43 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-44, authorizing a public hearing concerning the 2023 revision of connection fees. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-44 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:3-45, authorizing a contingency agreement between the CCMUA and FMP CH Hampton, LLC pursuant to N.J.S.A. 40:14B-22.3. 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, Johnson, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-45 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:3-46, authorizing a contingency agreement between the CCMUA and Stratford Development Associates, LLC NVR Inc. pursuant to N.J.S.A. 40:14B-22.3. 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, Johnson, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-46 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-47, authorizing change order #1 to the contract with Level One, a Doxim Company for postage for regional

sewer billing 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, Johnson, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-47 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-23:3-48, authorizing an agreement between the CCMUA and J Fletcher Creamer for Emergency/Urgent Repair Services in accordance with Specification #23-02. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-48 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:3-49, authorizing an agreement with Ed Kurth & Sons for maintenance and repair of boilers and boiler systems in accordance with Specification #23-08. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-49 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-50, authorizing an agreement between the CCMUA and Municipal Maintenance for supply and delivery of parts for Grundfos Morris Pumps in accordance with Specification #23-04. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-50 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:3-51, authorizing an agreement between the CCMUA and Municipal Maintenance for supply and delivery of parts for Yeoman Chicago Pumps in accordance with Specification #23-05. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-51 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:3-52, authorizing an agreement between the CCMUA and Dezurik for supply and delivery of eccentric plugs and butterfly valves in accordance with Specification #22-25. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-52 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cutler to adopt Resolution #R-23:3-53, authorizing an agreement between the CCMUA and Kuehne Chemical Co. supply & delivery of sodium hypochlorite in accordance with Specification #23-06. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-53 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-54, authorizing an agreement between the CCMUA and PS&S for annual engineering services/Engineer of Record in accordance with RFP #2023-03. Mr. Schreiber noted that this, as with the other RFPs on tonight's agenda, were publicly advertised. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-54 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:3-55, authorizing an agreement between Camden Community Partnership and the Authority related to "Green and Complete Streets: State Street and Harrison Avenue Project" Grant. Mr. Schreiber explained that the CCMUA has been working with Camden Community Partnership in obtaining a \$23M grant for stormwater abatement, of which CCP will subgrant the CCMUA \$130,000. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-55 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Johnson to adopt Resolution #R-23:3-56, authorizing an agreement between the CCMUA and Johnson, Mirmiran and Thompson for general engineering services for the CCMUA's regional interceptor system in accordance with RFP #2023-01. Chairman Brennan commented that the RFP Review Committee reports included in the Administration Report folder is helpful in understanding how the staff arrived at their recommendation for award. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-56 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-57, authorizing an agreement between the CCMUA and D&B/Guarino for general engineering services for the CCMUA's Delaware #1 WPCF in accordance with RFP #2023-02. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-57 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #23:3-58, authorizing an agreement between the CCMUA and Bowman and Co., for annual auditor services in accordance with RFP #2023-04. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-58 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:3-59, authorizing hiring a Sr Sewage Plant Operator. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-59 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-23:3-60, authorizing the execution of a purchase order between the CCMUA and Deere & Co., under the Educational Services Commission of New Jersey, Contract #22/23-12, System ID #65MCESCCPS. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-60 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-61, authorizing the execution of purchases between the CCMUA and Knoll, Inc., c/o Corporate Facilities of New Jersey under the New Jersey State Cooperative Purchasing Program, Contract #81629, System ID #1NJCP. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-61 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-23:3-62, adopting various personnel policies. 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-62 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-23:3-63, 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, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-63 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:3-64, authorizing payment of \$4,276,562.72 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, Johnson, & Swartz	-	YES
Chairman Brennan	-	YES

Resolution #R-23:3-64 was adopted.

PUBLIC PARTICIPATION: NONE

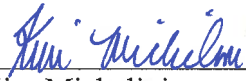
Mr. Schreiber noted that this time of year is ideal for visiting/touring the CCMUA’s treatment facility. If anyone is interested, contact Mr. Schreiber directly.

Commissioner Swartz noted that his agency, the Camden County Workforce Development Board, received a grant to place 50 youth ages 16-24, in the workplace during a summer youth employment program. The program is 8 weeks long and the youth receive a stipend. He hopes that the CCMUA will again host youth this summer.

There being no further questions or comments a motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adjourn the meeting. All Commissioners responded “Aye” in favor, none opposed. The meeting adjourned at 6:50pm.

Minutes of this meeting were approved on: April 17, 2023

Respectfully Submitted,



 Kim Michelini
 Authority Secretary