

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON APRIL 17, 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 and the meeting was held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

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

STAFF PRESENT:

Scott Schreiber, Executive Director
Kim Michelini, Dir of Admin Oper/Secretary
Wayne Planamento, Chief Financial Officer
Len Gipson, Director of O&M - Main Plant
Oleg Zonis, Dir of Engineering/Process Sys

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

CONSULTANTS:

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

OTHERS PRESENT:

Cindy Pineiro, Degnan & Bateman
Coleen Noble, CCMUA employee

Chairman Brennan read the 'Chairperson's Commencement Statement' acknowledging that proper notice of both the Regular Meeting and Public Hearing on the proposed 2023 Connection Fee Revision setting forth the date, time and place of the meeting were prominently posted on (1) a public bulletin board located in the lobby of the Administration building (2) mailed to the Courier-Post and/or Inquirer and (3) filed with the Clerk of Camden County, 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 March 20, 2023. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

Commissioners Bresch, Cuffee, Cutler, Johnson, Swartz & Sytnik	-	YES
Commissioners Stokes	-	ABSTAIN
Chairman Brennan	-	YES

The motion was carried.

PUBLIC HEARING

Mr. Schreiber introduced Resolution #R-23:4-65 authorizing the revision of the 2023 connection fee in accordance with the statutory formula set forth in N.J.S.A. 40:14B-22, from \$6,419 to \$6,480 effective April 18, 2023 (Note: Mr. Schreiber read Resolution #R-23:4-65 aloud). A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:4-65. There being no public comment or question, the public portion of the Hearing was closed. There being no question or comment by the Commissioners, a roll call vote was taken, and the Commissioners responded as follows:

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

Resolution #R-23:4-65 was adopted.

Court Reported Cindy Pineiro was released from attendance at the remainder of the meeting.

ADMINISTRATION REPORT:

D) ITEMS FOR DISCUSSION:

A) Administration:

Chairman Brennan asked for an update on the status of going out for bid on several capital projects to which Mr. Schreiber explained that one project is currently out for bid with responses due in early May 2023. The NJ Infrastructure Bank has indicated that it will fund this project with 80% principal forgiveness. He added that the CCMUA expects to advertise for bids for several other projects in the next 30-45 days.

Mr. Schreiber advised the Board that the CCMUA was recently awarded a Platinum Certification for its Environmental Management System. He thanked several staff members, including Mr. Gipson, Mr. Zonis, Timothy Feeney, Lu Bivona and Caitlin Montgomery for their efforts in leading the CCMUA in the EMS.

Mr. Schreiber noted that approximately 2 weeks ago, the sludge dryer contract operator, Synagro, informed the CCMUA that there was a potential leak in one of the shafts in the dryers. Upon further inspection and testing, a leak was confirmed in the 2nd shaft of Dryer #1. The manufacturer has been notified and will be on site to inspect and report their findings. However, there is now just one dryer (of three) in operation and this will result in an increase in sludge hauling and sludge/waste expenses (approximately \$200,000/month). It is believed that the shaft that is leaking is one of the last original shafts since the system was installed in 2008/2009. The staff will continue to evaluate the best course of action regarding Dryer #1 (repair vs. replace), however, it appears that at minimum, Dryer #2, which has been out of commission, will be refurbished so that it can be put back into service as quickly as possible. Commissioner Bresch reminded the staff to be diligent in ensuring that no odors reach the surrounding neighborhood. Mr. Gipson added that because of the new sludge digester 1) there is less sludge produced and 2) the sludge is far less odorous than it had been before the sludge digester was installed. Mr. Schreiber noted that there were no odor complaints- either internal or external, in the last 30 days. He will continue to keep the Board updated on this issue.

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

Commissioner Swartz asked if there were any vacancies, and if so, in which titles. Mr. Schreiber explained that the CCMUA currently has openings in the plant (Operators & Electricians) but is not actively looking for other positions. Commissioner Swartz indicated that he could assist in advertising/matching candidates to the positions for any vacancies that we may have.

B) Engineering

- 1) Project Updates Report

Mr. Zonis noted that the Admin and Services Building project is approximately 60 days behind schedule, mostly due to delays in demolition at the Services building. The contractor is optimistic that the time can be made up.

C) Finance

- 1) Cash Flow & Actual to Budget Analysis/NW Cash Flow Report- February 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- February 2023

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

None

OLD BUSINESS:

No action was taken on Resolution #R-23:2-30 (tabled February 21, 2023), authorizing a Shared Services Agreement with the County of Camden for supplemental legal services. This item remains tabled.

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:4-66, authorizing use of Camden County’s pool of architects and engineers. 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, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-3:4-66 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:4-67, authorizing entering into an agreement (2nd year) with Marksman Landscaping, LLC for provision of grass cutting/landscaping services under the Camden County Cooperative Pricing System, ID#57-CCCPS. 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, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:4-67 was adopted.

Note: Resolution #'s 68 and 69 were listed in reverse order on the agenda, and were acted upon in reverse order as well.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-23:4-69, authorizing award of a contract between the CCMUA and Corrosion Products for supply and delivery of parts for Gorman Rupp Pumps in accordance with Specification #23-10. 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, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:4-69 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-23:4-68, authorizing award of a contract between the CCMUA and Kershner Environmental Technologies, LLC for repair of Philadelphia Mixers in accordance with Specification #23-09. Commissioner Cutler asked if the entire 2-year contract total of \$4.7M would be spent to which Mr. Schreiber explained that the resolution was prepared prior to today’s discussion with the Director of O&M so, the amount to be expended is significantly higher (\$800,000/yr) than the \$200,000/year currently listed on the attached Statement of Available Funds. The reason for this is that the mixers are original to the main plant (approximately 30-35 years old) and are in need of upgrades as they do not perform efficiently given their age. 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, Johnson, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:4-68 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-23:4-70, authorizing a new hire for the position of Director of Finance. Chairman Brennan noted the extended time period for the new hire and the current Chief Financial Officer to be working together. Mr. Schreiber explained that it was intentional so that the new Director of Finance would have the opportunity to sit through one audit and one budget preparation before Mr. Planamento's upcoming retirement. 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, Johnson, Stokes, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:4-70 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:4-71, authorizing award of a contract to Camden Special Services District for Green Infrastructure maintenance in accordance with CCRFP #2023-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, Stokes, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:4-71 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-24:4-72, 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. Chairman Brennan and Commissioner Cutler requested for additional information regarding Camden Bioenergy, Woodard & Curran and reimbursement of dental expenses to which Mr. Schreiber explained that Camden Bioenergy is the contract operator for the combined heat and power system at the main plant; Woodard & Curran is the CCMUA's consultant hired to assist the CCMUA with its Safety program; and certain employees, depending on their dental plan enrollment, receive reimbursement of expenses (max \$400/year). 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, Johnson, Stokes, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:4-72 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-24:4-73, authorizing payment of \$4,939,543.52 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, Stokes, Swartz & Sytnik - YES
Chairman Brennan - YES

Resolution #R-23:4-73 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:4-74, authorizing that the Authority hold a Closed Session Meeting to discuss legal matters relating to litigation, contract negotiation and matters falling with the attorney-client privilege. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:4-74 was adopted.

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The meeting adjourned to Closed Session at 6:39pm.
The meeting returned to Open Session at 6:52 pm.
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PUBLIC PARTICIPATION:
None

Mr. Schreiber noted that the CCMUA had submitted a claim for the dryer failure that occurred several years ago. The majority of the claim was paid. After some time and the diligent efforts undertaken by the CCMUA's insurance carrier, Conner Strong and CCMUA Director of O&M, Bob Cornforth, regarding this claim, the CCMUA was advised that the remaining outstanding balance would be paid by the insurance carrier. The CCMUA recouped approximately \$9.3M or so from the insurance carrier for the dryer failure. Commissioner Stokes added that much of the kudos belongs to Mr. Cornforth and the CCMUA who provided the explanation and documentation required by the insurance carrier.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Swartz and seconded by Commissioner Cutler. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed. The meeting adjourned at 6:55pm.

Minutes of this meeting were approved on 5/15/23

Respectfully Submitted,



Kim Michelini, Authority Secretary