

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON AUGUST 21, 2023

The Regular Meeting of The Camden County Municipal Utilities Authority was called to order by Vice-Chairman James Bresch at 6:00 P.M. The meeting was an open public meeting, held remotely via Zoom. On roll call, the Commissioners responded to their names as follows:

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

STAFF PRESENT:

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

CONSULTANTS:

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

OTHERS PRESENT:

Vice-Chairman Bresch 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 Sytnik to adopt the minutes of the Regular Meeting held on July 26, 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, Stokes, Swartz, Sytnik	-	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 advised the Board that over the past 30 days, there were zero (0) external odor complaints and one (1) internal odor complaint. In addition, he explained that there are two significant developments regarding the Long Term Control Plan ("LTCP"):

- a) The NJDEP has requested the CCMUA submit a revised LTCP which incorporates information exchanged with the NJDEP between the CCMUA, Camden and Gloucester Cities since the plan was originally submitted in October 2020. In addition, information regarding project schedules mentioned in the LTCP itself will need to be included. As a result, CCMUA staff, Camden and Gloucester City officials will need to work together to provide the updated LTCP information.
- b) The governing bodies of each entity- CCMUA, Camden City and Gloucester, will need to approve the revised LTCP document. It is anticipated that the revised LTCP will be presented to the CCMUA Board for its review and approval in the next 30-60 days.

Mr. Schreiber explained that he and several staff members have been working with the CCMUA's consultant regarding pending Delaware River Basin Commission's nutrient treatment rules,

specifically regarding ammonia. The initial indication (non-wet weather events) is that the financial impact to the CCMUA could be \$200 million dollars for upgrades to the CCMUA's treatment plant. The financial impact increases with wet weather improvements and in utilities/power usage. Mr. Schreiber noted that he would continue to keep the Board updated on these regulatory matters.

Mr. Schreiber noted that, in Mr. Cornforth's absence (death), Ms. Madden has been preparing the paperwork and responses need to the CCMUA's annual insurance renewal and thanked her for taking the lead on this matter.

Mr. Zonis updated the Board on a couple of construction projects:

- a) Preliminary Treatment Facility (PTF) upgrades. This \$50 million dollar project consists of upgrades to the CCMUA's grit and bar screens. This 2-year project is finally under way. The project is in the early stages, shop drawing review, equipment ordering, etc.
- b) Admin & Services Building Renovations. Renovations of the two buildings continues to progress. The contractor has indicated that the project remains on schedule despite unforeseen site conditions (drain piping/plumbing problem) found at the services building. Phase 1 of the Admin building will be completed this year. Phase 2 will begin thereafter. There appears to be a solution (slip lining vs. full replacement) to the drain piping/plumbing issue at the Services building- the staff is waiting on the contractor's pricing. Commissioner Swartz asked what the penalty is if the contractor cannot complete the work on schedule to which Mr. Zonis explained that should that occur, liquidated damages in the amount of \$1000/day, kick in. (Note: at 6:10pm or so there was a 5-8 minute break in the meeting/technical difficulties and the meeting resumes at 6:17pm)
- c) Sludge Piping. This project is approximately 60% complete and is moving along smoothly. The contractor has switched over to the south side of the aeration tanks.
- d) Large Pumping Station Electrical Upgrades. This project started slowly due to equipment delivery delays. The contractor has mobilized, and equipment is being delivered with work to begin in September.
- e) Collingswood Pumping Station Upgrades. This project is just about complete with all underground piping completed. Restoration work is set to begin.

Commissioner Bresch asked for an update on the quantities of sludge in storage, and status of the dryer. Mr. Gipson responded by advising the Board that regarding the:

- a) Sludge Storage- there is plenty of room in the sludge storage building; and
- b) Dryers- two of the three dryers have been disassembled. One is being rehabbed and the other repaired/replaced. The contractor, Komline-Sanderson, will be on-site to assess the equipment removed and determine the next steps.

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 – June 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- June 2023

Mr. Gipson updated the Board on this monthly report by explaining that less than anticipated amount of sludge was processed by the dryers (26% vs 50%). This is partially due to an equipment failure (transporter system). During the month of July, however, the amount of total sludge processed by the dryers was closer to 50%. During the month of June, there were eight (8) instances of measurable rainfall. Heavy rainfall and resulting high flows are, at times, challenging for the staff, but they continue learn and understand how best to operate the plant under those conditions. Mr. Gipson also updated the Board on the combined heat and power system. This system continues to provide a positive impact on the CCMUA's utility usage and, therefore, utility expenses.

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: None

OLD BUSINESS: None

NEW BUSINESS:

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-128, authorizing contingency agreement between Michaels' Development Company I, LP and the CCMUA 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, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-128 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-23:8-129, authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Assoc., LLC for the supply and delivery of parts for Hydro International Sludge Screen in accordance with Specification #24-18A. 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

Resolution #R-23:8-129 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Sytnik to adopt Resolution #R-23:8-130, 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. Commissioner Swartz questioned if the annual fee increased to which Mr. Schreiber explained that the fee does increase slightly each year. There being no further question on the motion all Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-130 was adopted.

Mr. Schreiber asked that this resolution be tabled until after discussion in Closed Session. A motion was made by Commissioner Stokes and seconded by Commissioner Johnson to table Resolution #R-23:8-131, authorizing award of extraordinary and unspecifiable services procurement of thermal sludge dryer parts to Komline-Sanderson Corp. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:8-131 was tabled.

A motion was made by Commissioner Johnson and seconded by Commissioner Cutler to adopt Resolution #R-23:8-132, authorizing the executive director to make application to the NJDEP Sewer Overflow and Stormwater Reuse Grant Program. Mr. Schreiber noted that the CCMUA received a grant for the design and no further expenses will be authorized beyond design without the Board's approval. There being no further question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-132 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Swartz to adopt Resolution #R-23:8-133, authorizing change order #4 (no-cost time extension) to Mobile Dredging & Video Pipe for dredging and reclamation of Newton Lake. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-133 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-134, authorizing use of Camden County's 2023/24 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, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-134 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Cutler to adopt Resolution #R-23:8-135, amending certain provisions of the "Resolution Authorizing the Issuance of Not Exceeding \$44,975,000 County Agreement Subordinate Bonds of the Camden County Municipal Utilities Authority and providing for their sale to the New Jersey Infrastructure Bank and the State of New Jersey and authorizing the execution and delivery of certain agreements in connection therewith" adopted April 19, 2021 and approving the form of an amended and restated subordinate bond resolution. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-135 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-136, authorizing the execution of a purchase order between the CCMUA and Fire & Security Technologies Inc. for fire alarm system maintenance services on an as-needed basis under the Camden County Cooperative Pricing System ID#57-CCCPS, BID# A-33/2022 – 2nd Year Option. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-136 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-23:8-137, authorizing Change Order #1 to the contract with Core Business Technologies for Upgrades to Customer Service Payment software. Mr. Schreiber explained that at the time of the bid/proposal, these eservices were not available. Since then, these services have been made available, and if approved, they will help avoid data entry errors when accessing customer account numbers. Commissioner Stokes asked for more information

regarding online bill pay. Mr. Schreiber explained that customers can pay their CCMUA bill online with certain credit cards and the customer will be charged a small fee for the online payment. Payments can also be made online, without a fee, through the customers bank bill pay system. There being no further question or comment on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-137 was adopted.

A motion was made by Commissioner Johnson and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-138, authorizing the execution of a purchase between the CCMUA and Essextec under the NJ State Cooperative Purchasing Program. Mr. Schreiber noted that the CCMUA currently stores its customer service data both on and off-site (cloud) for resiliency reasons. The purchase of this server will give the CCMUA a backup for the operating system should the current system fail. This will allow customer payment processing to continue with little interruption. There being no further question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-138 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-23:8-139, authorizing a shared services agreement between the Camden County Municipal Utilities Authority and the City of Camden for Sewer Cleaning Services in the City of Camden Collection System. Mr. Schreiber noted that the City of Camden will reimburse the CCMUA any monies owed for this project. There being no further question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-139 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cutler to adopt Resolution #R-23:8-140, designating Charles Amatuzio as the Licensed Operator of Record for the CCMUA's Collection System. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-140 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-23:8-141, accepting the Phase 1 Funding Grant funding from Federal Emergency Management Agency (FEMA) for further survey & design to reduce flooding in the Harrison Avenue corridor of the Cramer Hill section of Camden City. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-141 was adopted.

Mr. Schreiber asked that this resolution be tabled until the next Commissioner meeting. A motion was made by Commissioner Swartz and seconded by Commissioner Stokes to table Resolution #R-23:8-142, authorizing award of a non-fair and open contract to Kendall Electric for Controllogix Fundamentals & Troubleshooting Training. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:8-142 was tabled.

A motion was made by Commissioner Cutler and seconded by Commissioner Johnson to adopt Resolution #R-23:8-143, authorizing the execution of an agreement between the CCMUA and Keith & Jacqueline Conroy, Inc., d/b/a West Jersey Air Conditioning and Heating Co., of Pennsauken, NJ for the maintenance and repair of heating, ventilation, and air conditioning (HVAC) systems in accordance with Specification #23-24. Commissioner Swartz commented that there appears to be a significant amount of money spent on the CCMUA's various HVAC systems. Mr. Schreiber noted that almost all, if not all, CCMUA buildings have HVAC/control climate systems that are old and in need of repair/replacement. He added that the staff is working together on a needs assessment and, once understood, will include HVAC system upgrades in its capital improvement plan. There being no further question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-143 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-144, authorizing award of a contract to Tec Elevator, Inc. for maintenance and repair services of elevators and manlifts through the Camden County Cooperative Pricing System ID #57-CCCPS, Bid #A-33/2021, 2nd Year Option. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-144 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-145, 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, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-145 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-23:8-146, authorizing payment of \$3,239,565.39 for expenses disbursed from the revenue account. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-146 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-147, 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-23:8-147 was adopted.

The meeting adjourned to Closed Session at 6:54pm
The meeting returned to Open Session at 7:00pm

PUBLIC PARTICIPATION: NONE

Mr. Schreiber asked the Board to consider adopting Resolution #R-23:8-131. A motion was made by Commissioner Cutler and seconded by Commissioner Cuffee to adopt Resolution #R-23:8-131, authorizing award

no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Cuffee, Cutler, Johnson, Stokes, Swartz, Sytnik - YES

Resolution #R-23:8-131 was adopted.

There being no further business, Vice-Chairman Bresch 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 7:05pm.

Minutes of this meeting were approved on 9/18/23

Respectfully Submitted,



Kim Michelini
Kim Michelini, Authority Secretary