

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 18, 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. The meeting was held at the CCMUA’s Administration office, 1645 Ferry Avenue, Camden, NJ and via Zoom online meeting platform. On roll call, the Commissioners responded to their names as follows:

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

STAFF PRESENT:

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

CONSULTANTS:

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

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.

Chairman Brennan noted that in attendance was former CCMUA Commissioner and Chairwoman, Doreen Dixon. Ms. Dixon thanked the Board members for allowing her the opportunity to say a few words. Ms. Dixon noted that she was a CCMUA Commissioner for 20 years and Chairwoman for 13 of them when she left the CCMUA Board 8 years ago. She praised the building renovations and thanked the current Board members for their service and for continuing to ensure that the CCMUA’s work to serve the public’s best interests.

ADOPTION OF MINUTES:

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt the minutes of the Regular Meeting held on October 21, 2024. There being no question on the motion, a roll call vote was taken, and the Commissioners responded to their names as follows:

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

The motion was carried.

OLD BUSINESS:

None

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

- 1) Environmental Management System- Monthly Report

Mr. Schreiber reported on the following items:

- **Odor Complaints- last 30 days**

The CCMUA has received various odor complaints both locally and regionally over the last 30 days and the cause is believed to be attributed to the lack of rain and resulting low flow in the pipelines. The sewage is sitting in the pipes much longer than normal (not being flushed out) causing it to turn septic. Generally, the main plant receives 45-50 million gallons of sewage per day, but with the lack of rain, it is receiving approximately 40mgd. Therefore, corrective action has been taken to address the issue- increase of odor combatting chemicals to treat the sewage as well as advise two local municipalities of issues within their system (same low flow problem).

- **NJDEP Permit**

The New Jersey Department of Environmental Protection (NJDEP) issued the CCMUA's new permit effective January 1, 2025. This permit requires combined sewer overflow actions be taken over the next 5 years. The CCMUA's work in the Cramer Hill section of Camden City addressing combined sewer overflows is included in the permit as well as is work related to Camden & Gloucester Cities collection system. In addition, an Inflow and Infiltration program for the suburban municipalities/towns and updated hydrologic & hydraulic modeling and flow monitoring will need to begin. Mr. Schreiber noted that the cost associated with the combined sewer overflow work will likely be in the neighborhood of \$200M. However, the CCMUA has received grants and other funding opportunities (80% principal forgiveness) to help offset the costs and will continue to investigate such funding opportunities with future projects.

- **Goal Setting**

While CCMUA Management has consistently set goals each year, each department was tasked to set goals for their department. These goals will help build communication and accountability throughout the agency as well as help with budgeting. All departmental goals will be shared via an All-Employee Meeting to be held in January 2025.

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 there are 7 current active construction projects, totally approximately \$46M and most are on time and on budget and funded by the New Jersey Infrastructure bank and there are three additional projects, costing \$33M, that have recently been awarded. In addition, there are 3 additional construction projects currently advertised for bids: 1) Various Interceptor and Manhole Rehabilitations; 2) Sludge Dryer Facility Rehabilitation and 3) Various Roof Replacement at the main plant, with an estimated total construction cost for these projects to be \$15.6M and all projects are funded by NJ Infrastructure Bank.

As for future construction projects, the CCMUA is working on the following: 1) Plant Wide Fire System Forcemain Upgrade (switch from plant to City water); 2) Aeration Tanks Control System Upgrade; 3) Gloucester City Pump Station Upgrade; and 4) Document Storage Fire Suppression System Upgrade. These projects have a total estimated construction cost of approximately

\$20M, most is NJ-I Bank funded.

Chairman Brennan asked about the savings realized on the current roof replacement project to which Mr. Zonis explained that project was initially designed with a certain type of roof system. After an internal value engineering process, it was determined that by changing the type of roofing system to be installed, approximately \$700,000 savings could be had that were then used on additional roof replacements.

C) Finance

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

- a. Collections Report
- b. Budget Review Report

Mr. Shah reported that monthly revenues, while budgeted at \$5.9M are strong this month at \$5M. This is due to lower connection fees received which tend to be cyclical during the year, and even out by year end. Regarding the goal setting, the Billing Department will be reconciling user accounts with township/municipality records. This process started during 2024 and has resulted in 400 new customer accounts. On the expense side, we are at or just below budget and project that this will remain by year end.

- 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- Sept 2024

Following up on Mr. Schreiber's earlier comments regarding the recent lack of rain fall and low flows, Mr. Gipson further added that there are pros and cons.

Pros: 1) Low flows allows for minimum tanks in service (increased efficiency and reduced chemical usage); 2) Extends season for performing maintenance work

Cons: 1) Increased opportunity for odors, especially in the combined sewer towns- Gloucester and Camden resulting in an increase in odor controls (chemical dosing) and 2) Combined Heat & Power facility is generating less power.

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:

Marge DellaVecchia, former Camden County/CCMUA employee greeted Doreen Dixon and the current Board members and praised the CCMUA for its continued good work.

NEW BUSINESS:

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-24:11-195, authorizing the execution of an agreement between the CCMUA and Atlas Copco for the emergency procurement of VSA compressor-related items pursuant to N.J.S.A. 40A:11-6. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-195 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:11-196, authorizing award of a contract for Marketing and Public Communication Services to Clearbridge Branding Agency. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-196 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:11-197, authorizing rejection of bids for Specification #24-26, supply and delivery of parts for Fairbanks Morse Pumps and authorize readvertisement of bids. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-197 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-24:11-198, authorizing rejection of bids for Specification #24-27, supply and delivery of Xylem (formerly ITT Allis Chalmers) pumps and authorize readvertisement of bids. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-198 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:11-199, authorizing the payment of an invoice to Tyler Technologies, Inc. for annual support & update licensing services to the CCMUA'S financial and purchasing management software pursuant to N.J.S.A. 19:44A-20.5, et seq. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-199 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Swartz to adopt Resolution #R-24:11-200, authorizing contract procurement through negotiations pursuant to N.J.S.A. 40A:11-5(3) for Specification #24-20(A), supply & delivery of chlorine tank box mixers. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-200 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-24:11-201, authorizing the execution of purchase of vehicles under various cooperative purchasing programs. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:11-201 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-24:11-202, 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, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-24:11-202 was adopted.

A motion was made by Commissioner Swatz and seconded by Commissioner Cuffee to adopt Resolution #R-24:11-203, authorizing payment of \$5,261,624.82 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, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-24:11-203 was adopted.

PUBLIC PARTICIPATION: None

Mr. Watson, CCMUA Solicitor, commented as a follow-up to last month’s meeting, that the Resin Tech settlement was a true team effort. He added that a special thanks goes out to Bob Cornforth, the CCMUA’s former Director of O&M, who, unfortunately passed away before the settlement was finalized. Mr. Cornforth was instrumental in the investigation and provision of information and his legacy lives on. Chairman Brennan added that Mr. Cornforth was always great in a crisis.

Commissioner Cuffee commented on the odors present upon arrival at the Board meeting and asked how the staff can better control odors. Mr. Schreiber responded that vigilance by the staff in minimizing odor opportunities (closing doors, adding chemicals to reduce odors, reporting mechanical issues that result in odors, etc.) as well as understanding that reduction of odors is a priority for the CCMUA. In addition, the management team will work to ensure that, from an engineering/equipment standpoint, the staff has the tools and equipment necessary to keep odors in check.

There being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch. There being no question on the motion, all Commissioners responded “Aye” in favor, none opposed. The meeting adjourned at 6:29pm.

Minutes of this meeting were approved on 12/16/2024

Respectfully Submitted,



Kim Michelini, Authority Secretary