

THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY

MINUTES OF THE REGULAR MEETING HELD ON JULY 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. The meeting was held at the Administration Building located at 1645 Ferry Avenue, Camden, New Jersey. On roll call, the Commissioners responded to their names as follows:

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

STAFF PRESENT:

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

CONSULTANTS:

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

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 Meeting held on June 19, 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
Chairman Brennan	-	YES

The motion was carried.

ADMINISTRATION REPORT:

I) ITEMS FOR DISCUSSION:

A) Administration:

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

Mr. Schreiber updated the Board on two matters:

- a) Odors: Over the last 30-45 days several odor events occurred. The odor events were directly related to a change in personnel of the CCMUA's sludge dryer contract operator, Synagro in conjunction with an ongoing construction project at the CCMUA. After discussion with Synagro leadership, their personnel received additional training and odor events have subsided.
- b) Upcoming Regulatory Issues:
 - The NJDEP, by way of letter to the CCMUA, Camden and Gloucester Cities dated June 13th, requested additional information before it issues the next permit, which is expected by year end. There will likely be a significant financial impact to the CCMUA as a result of the new permit requirements. Mr. Schreiber will keep the Board updated as additional information is received.
 - The CCMUA has a better understanding of the nutrient issue raised by the Delaware River Basin Commission (DRBC) and the possible financial impact the CCMUA may

face when in order to comply with the DRBC's new rules regarding nutrients. The CCMUA has been working with Hazen & Sawyer on understating possible alternatives which could cost the CCMUA \$150 to \$200 Million. It is anticipated that the DRBC will issue new regulations late 2023/early 2024.

- 2) Mr. Zonis provided information to the Board regarding recent bids. Specifically, the CCMUA has seen limited or no responses to various bids despite there being a decent number of vendors downloading plans, and specification. Specifically, he explained that regarding two recent construction bids (manhole and pumping station rehabilitation), the CCMUA received no bids and the early feedback received is that the jobs were too small financially speaking. The CCMUA will evaluate alternatives (combining jobs into one bidding project) to encourage bidders to participate and the projects will be re-bid.

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

Regarding the Admin and Services Building Rehabilitation project, Mr. Schreiber noted that there is a possible solution to the piping problem recently discovered at the main plant during the renovation process. More information will follow.

C) Finance

- 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report – May 2023 & YTD Supporting Reports:

- a. Collections Report
- b. Budget Review Report
- c. Cash Management Report

Mr. Dhaval noted that cash flow is normal despite a recent large debt service payment being made.

D) Operations & Maintenance

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

Mr. Gipson reviewed the plant's operations for the month of May, noting that the average effluent for the month was under 10 at 9.9mg/L. In addition, there were three measurable rain events in May, during which the plant performed well. He further noted that from June 23rd to July 10th, there were 10 significant rain events over the 17 day period and peak flows during those 10 significant rain events nearly maxed out the plant's capacity. Despite that, the plant performed well. The plant held peak flows of over 160mgd for over two hours and there were no overflows or significant problems at the various pump stations in the County. The operations and maintenance staff continues to prepare for and train employees on best operation practices during such weather events.

Regarding sludge process, Mr. Gipson explained that approximately 40% of the CCMUA's sludge is being processed through the dryers. The sludge storage building is not full, plenty of room is remaining if needed. The staff continues to coordinate sending as much sludge as possible through the one sludge dryer (two are down for repairs) and hauling to offsite locations for incineration and/or landfill.

PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS: **None**

OLD BUSINESS: **None**

NEW BUSINESS:

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-113, adopting the Authority's 2023 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:7-113 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:7-114, authorizing contract procurement through negotiations pursuant to N.J.S.A. 40A:11-5(3) of bids for Specification #23-17(A), supply and delivery of parts for Hayward Gordon Pumps. 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
Chairman Brennan	-	YES

Resolution #R-23:7-114 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cutler to adopt Resolution #R-23:7-115, authorizing the execution of an agreement between the CCMUA and Solid Waste Services d/b/a JP Mascaro & Sons, United Trucking, Inc., and Environmental Protection & Improvement Company, LLC for the hauling and disposal of dewatered sludge cake in accordance with Specification #23-19. 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
Chairman Brennan	-	YES

Resolution #R-23:7-115 was adopted.

A motion was made by Commissioner Cutler and seconded by Commissioner Sytnik to adopt Resolution #R-23:7-116, authorizing award of a contract between the CCMUA and American Wear, Inc. for the rental and cleaning of uniforms and floor mats in accordance with Specification #23-20. 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
Chairman Brennan	-	YES

Resolution #R-23:7-116 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-117, authorizing an emergency procurement between the CCMUA and Radwell International, Inc. for sludge digestion process logic controller analog cards pursuant to N.J.S.A. 40A:11-6. 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
Chairman Brennan	-	YES

Resolution #R-23:7-117 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-118, authorizing an emergency procurement between the CCMUA and Foley, Inc. for power generator repair parts pursuant to N.J.S.A. 40A:11-6. Commissioner Swartz asked for more information regarding the generators.

Mr. Gipson explained that, while the generators are close to 30 years old, they only have about 2 years actual run time on them. These generators are in need of a rebuild at this time in order to remain operational. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:7-118 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:7-119, authorizing an Agreement between the CCMUA and D&B/Guarino Engineers for Design Engineering Services for Harrison Avenue Stormwater Infrastructure and Complete Streets Project, Phase 1 (*aka Green & Complete Streets: State Street & Harrison Avenue Project*) Pursuant to RFP #2023-10. 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:7-119 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cutler to adopt Resolution #R-23:7-120, authorizing the execution of a grant agreement between the CCMUA and the National Fish and Wildlife Foundation, Grant ID: 0318.22.074759. Mr. Schreiber noted that the CCMUA is not contributing financially to this project. 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
Chairman Brennan	-	YES

Resolution #R-23:7-120 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-23:7-121, Authorizing the execution of an agreement between the CCMUA and Sherwood Logan & Associates for supply and delivery of parts for Infilco Degremont "Climber Screen" Mechanical Bar Screens- Model IIS in accordance with Specification #23-11A. 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
Chairman Brennan	-	YES

Resolution #R-23:7-121 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to table Resolution #R-23:7-122, authorizing procurement for sludge dryer replacement parts pursuant to N.J.S.A. 40A:11-2(7) AND N.J.S.A. 40A:11-5(1)(i), until after Closed Session. There being no question on the motion, all Commissioners responded "Aye" in favor, none opposed.

Resolution #R-23:7-122 was tabled.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-123, authorizing the execution of purchase between the CCMUA and Grainger, Inc. under the New Jersey State Cooperative Purchasing Program. Mr. Schreiber noted that after distribution of the original resolution the final quote was received from Grainger. Therefore, the final total amount of the purchase is \$60,274.18 which

is comprised of \$57,764.83 for the roller and \$2,509.35 for the steady rest with roller jaws. 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
Chairman Brennan	-	YES

Resolution #R-23:7-123 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-124, 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:7-124 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-23:7-125, authorizing payment of \$5,652,050.37 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, Stokes, Swartz, Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-23:7-125 was adopted.

A motion was made by Commissioner Sytnik and seconded by Commissioner Bresch to adopt Resolution #R-23:7-126, 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-23:7-126 was adopted.

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The meeting adjourned to Closed Session at 6:38 p.m.
The meeting returned to Open Session at 6:54 p.m.
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PUBLIC PARTICIPATION: NONE

Commissioner Swartz mentioned that, next week, National Night Out events will be held at various locations and it is a good opportunity for agencies to provide information to the public about their operations. Along that same line, Commissioner Stokes thanked the staff for participating in the Collingswood May Fair.

A motion was made by Commissioner Bresch and seconded by Commissioner Swartz to adopt Resolution #R-23:7-122, authorizing procurement for sludge dryer replacement parts pursuant to N.J.S.A. 40A:11-2(7) AND N.J.S.A. 40A:11-5(1)(i). 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
Chairman Brennan	-	YES

Resolution #R-23:7-122 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-23:7-127, authorizing the Executive Director to amend the application submitted to the NJDEP for Project

S340640-33, allowing for the procurement of a contractor to remove grit and trash from approximately 30 miles of the Camden City Combined Sewer System. 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
Chairman Brennan	-	YES

Resolution #R-23:7-122 was adopted.

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 6:57 p.m.

Minutes of this meeting were approved on 8/21/23

Respectfully Submitted,



Kim Michelini, Authority Secretary