

**THE CAMDEN COUNTY MUNICIPAL UTILITIES AUTHORITY**

**MINUTES OF THE REGULAR MEETING HELD ON JANUARY 21, 2025**

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 Building, 1645 Ferry Avenue, Camden, NJ and via Zoom. On roll call, the Commissioners responded to their names as follows:

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

**STAFF PRESENT:**

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

**CONSULTANTS:**

Joseph Carney, Esq., Brown & Connery (Solicitor)  
Marge DellaVecchia, PS&S  
Tom Schevchuck, CDM Smith

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 December 16, 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, Johnson, Stokes, 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 (*oral report by staff*)  
Mr. Schreiber updated the Board on the following items:  
Odors: During the last 30 days, there was one internal odor complaint on January 13<sup>th</sup> which, upon investigation, appears to have been caused by a sludge truck.



Regulatory Matters:

- A) **Long Term Control Plan:** The CCMUA was issued its NJ Pollutant Discharge Elimination System permit effective January 1, 2025. This permit governs the CCMUA's combined sewer overflow (CSO) obligations and contains a specific schedule for the CCMUA's obligations for its component of the Long Term Control Plan (LTCP). The status of CCMUA's LTCP obligations is as follows:
- Phase 1 of the Pennsauken Disconnect Project – Construction to begin in March
  - Phase 2 of the Pennsauken Disconnect Project – Planning is underway with flow monitoring to begin March 1
  - Harrison Avenue Complete Street Project – Ready for Permitting & FEMA's Funding Cost/Benefit analysis is currently being performed
  - On the agenda this evening are three resolutions related to various LTCP projects: 1) Shared Service Agreements with Camden and Gloucester (contributing \$500,000 each over next 5 years) and award of a contract to CDM Smith
- B) **Dissolved Oxygen Standards:** The US Environmental Protection Agency ("EPA") issued a Draft Rule regarding dissolved oxygen in December 2023. The Delaware River Keeper sued EPA for not issuing the Final Rule in October of 2024. However, the newly elected president of the United State, issued an Executive Order for a 60 Day Stay for certain Federal rules and, at this time it is unclear whether the Dissolved Oxygen Rule would be subject to the Stay.
- C) **PFAS:** Last week the EPA issued a Draft Risk Assessment for PFAS in Biosolids. The clean water industry's best guess is that a Final Rule could come as soon as 2027-28 but is dependent upon the Federal Government's actions. In addition, last week, NJDEP issued a mandatory requirement for delegated agencies, like the CCMUA, who have approved Industrial Pretreatment Programs to "...investigate and characterize the types and quantities of PFAS present in their influent, effluent, and residuals". While the CCMUA does not generate PFAS, it may pass through the CCMUA via the wastewater treatment process. Finally, the NJDEP is also considering amending the Water Quality Criteria to disallow PFAS in surface water over incredibly low thresholds.

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 currently ten (10) active projects totaling \$77.3M. Most projects are on time and on budget. The bar screen project is due to start in February 2025. As far as future projects go, there are two project awards on tonight's agenda- various roof replacement at the plant and the manholes upgrades project. Additionally, bids for the sludge dryer rehabilitation project are due at the end of this month. The staff is also contemplating the following projects:
- Plant Water Fire System Modifications
  - Aeration Tanks Control System Upgrade
  - Gloucester City Pump Station Upgrade
  - Document Storage Fire Suppression System Upgrade

C) **Finance:**

- 1) Cash Flow & Actual to Budget Analysis & NW Cash Flow Report — Nov 2024 & YTD Supporting Reports
- a. Collections Report
  - b. Budget Review Report  
Mr. Shah reported that revenues for 2024 may top \$100M as collections have been strong this year and expenses for 2024 are on par with the budget.



c. Cash Management Report

D) Legal:

- 1) NJ Infrastructure Bank Funded Projects Outlay Status Report – Nov 2024

E) Operations & Maintenance:

- 1) Del. No. 1 WPCF- Operations Report- Nov 2024

Mr. Gipson reported that the plant continues to perform well. The staff is mindful of the effects the cold weather has on the operations process. He provided information on the positive effect the combined heat and power facility has on the CCMUA’s utility expenses. Over a seven month period, the CHP generated approximately 75% of the plant’s power which resulted in an approximate \$500,000 cost benefit to the CCMUA.

**PUBLIC PARTICIPATION ON PROPOSED RESOLUTIONS:**      None

**NEW BUSINESS:**

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-25:1-1, adopting a late budget resolution. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-1 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-2, adopting a temporary budget. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-2 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Stokes to adopt Resolution #R-25:1-3, authorizing the award of Contract #417R, manholes rehabilitation, Phase 1 Project to Coppola Services, Inc. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-3 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-25:1-4, authorizing the award of Contract #615, Roof Replacement – Various Locations Project to JDS General Contracting, Inc. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-4 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-5, authorizing the execution of purchases between the CCMUA, Willier Electric Motor Repair under the North Jersey Wastewater Cooperative Pricing System, Contract #B414-8, System ID #NJWCPS. There being no question on the motion, the Commissioners responded to their names as follows:

Commissioner Bresch, Caruso, Cuffee, Johnson, Stokes, Swartz & Sytnik	-	YES
---	---	-----



Chairman Brennan - YES

Resolution #R-24:1-5 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-6, authorizing the execution of purchase order between the CCMUA, Deere & Company under the Educational Services Commission of New Jersey, Contract #22/23-12, System ID #65MCESCCPS. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-6 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik to adopt Resolution #R-25:1-7, authorizing a Shared Services Agreement between the Camden County Municipal Utilities Authority and Gloucester City related to obligations required under the Long-term Control Plan process. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-7 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Bresch to adopt Resolution #R-25:1-8, authorizing a Shared Services Agreement between the Camden County Municipal Utilities Authority and the City of Camden related to obligations required under the Long-term Control Plan process. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-8 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Johnson to adopt Resolution #R-25:1-9, authorizing the payment of an invoice to Enfotech for annual IPACS system maintenance and technical support FY 2025, the CCMUA’s Plant/Pre-treatment Regulatory Compliance Software System. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-9 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner to adopt Resolution #R-25:1-10, commending James Bruynell for his many years of service. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-10 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Stokes to adopt Resolution #R-25:1-11, authorizing a salary increase for various CCMUA employees. There being no question on the motion, the Commissioners responded to their names as follows:

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



Resolution #R-24:1-11 was adopted.

A motion was made by Commissioner Cuffee and seconded by Commissioner Johnson to adopt Resolution #R-25:1-12, authorizing award of a Design Engineering Services contract to S. T. Hudson Engineers, Inc., for Cooper River Dredging Project in accordance with RFP #2024-18. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-12 was adopted.

A motion was made by Commissioner Sytnik and seconded by Commissioner Johnson to adopt Resolution #R-24:1-13, authorizing the execution of an Agreement between the CCMUA and Barton & Cooney, LLC for regional sewer billing services with Optional Printing Services in accordance with Specification #24-31. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-13 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-14, authorizing award of a non-fair and open contract to Graybar Electric for Klockner-Moeller Series 200 Circuit Breaker Feeder Units. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-14 was adopted.

A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-15, authorizing an amendment to the Manholes Rehabilitation Project Construction Management Services agreement between the CCMUA and D&B/Guarino. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-15 was adopted.

A motion was made by Commissioner Bresch and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-16, authorizing award of a non-fair and open contract to CDM Smith, Inc. related to NJ Water Pollution Control Act Long Term Control Plan Compliance (five-year scope). There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-16 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Sytnik Cuffee to adopt Resolution #R-25:1-17, 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, Johnson, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES



Resolution #R-24:1-17 was adopted.

A motion was made by Commissioner Swartz and seconded by Commissioner Cuffee to adopt Resolution #R-25:1-18, authorizing payment of \$6,502,412.82 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, Johnson, Stokes, Swartz & Sytnik	-	YES
Chairman Brennan	-	YES

Resolution #R-24:1-18 was adopted.

Mr. Schreiber explained that there is an additional resolution for the Board’s consideration regarding a contract amendment in the amount of \$2,567.53 for VSA compressors. A motion was made by Commissioner Stokes and seconded by Commissioner Cuffee to adopt Resolution Adoption of Resolution #R-25:1-19, authorizing a contract modification to the agreement between the CCMUA and Atlas Copco for the emergency procurement of VSA Compressor-related items. There being no question on the motion, the Commissioners responded to their names as follows:

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

Resolution #R-24:1-19 was adopted.


**PUBLIC PARTICIPATION:**

Tom Schevchuck of CDM Smith, thanked the CCMUA Board and staff for their continued support. It is an honor working with the CCMUA staff, who excel in their service to the public and environment. They are looking forward to their continued work on the Long Term Control Plan- moving it forward to completion efficiently and cost effectively as possible.

here being no further business, Chairman Brennan entertained for a motion of adjournment. A motion was made by Commissioner Bresch and seconded by Commissioner Swartz. There being no question on the motion, all Commissioners responded “Aye” in favor, none opposed. The meeting adjourned at 6:35pm.

Minutes of this meeting were approved on 2/18/25

Respectfully Submitted,

  
\_\_\_\_\_  
Kim Michelini, Authority Secretary