

**ATLANTIC COUNTY UTILITIES AUTHORITY**  
**May 21, 2020 – 3:00 PM**  
**6700 Delilah Road, Egg Harbor Township, NJ**

**PRESENT FOR THE AUTHORITY**

Marvin Embry	Chair
Peter Sarkos	Member – live stream
Fred Akers	Member
Judy Ward	Member – live stream
Laura Pfrommer	Member – live stream
Richard Dovey	President
Brian Lefke	Senior Vice President Solid Waste & Authority Secretary
Joseph Pantalone	Vice President Wastewater
Linda Bazemore	Vice President of Administration & Finance/CFO
Thomas Ganard	Chief Engineer
Matthew DeNafo	Vice President of Centralized Maintenance & Asset Management
Gregory Seher	Senior Project Analyst
Kevin Whitney	Regulatory Compliance Specialist (live streaming)
Herminio Roque	Senior Computer Analyst
Amy Menzel	Communications Manager
Patricia Keeper	Assistant Board Secretary

**ALSO PRESENT**

Salvatore Perillo, Esq.                      Nehmad, Perillo, Davis & Goldstein - live stream

Chairman Embry called the meeting to order at 3:00 p.m. and announced that the notice of the 2020-2021 Meeting Schedule was mailed to the Atlantic City Press, The Daily Journal, The Clerk of Atlantic County, and The Clerk of The Atlantic County Board of Chosen Freeholders on February 22, 2019 in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, *et seq.* and it was posted on the bulletin board of the Atlantic County Utilities Authority in the administration building, and Notice of Live Streaming of this meeting was mailed to the Atlantic City Press, The Daily Journal, The Clerk of Atlantic County, and The Clerk of The Atlantic County Board of Chosen Freeholders on May 4, 2020 and it was posted on the bulletin board of the Atlantic County Utilities Authority in the administration building.

Flag Salute

Roll call was taken by Brian Lefke which reflected a quorum was present.

Chairman Embry	present
Peter Sarkos	present – live stream
Fred Akers	present
Andrew Berenato	absent
John Lyons	absent
Judy Ward	present – live stream
Laura Pfrommer	present – live stream

**APPROVAL OF THE MINUTES OF THE APRIL 13, 2020 SPECIAL MEETING and**  
**APPROVAL OF THE MINUTES OF THE APRIL 16, 2020 REGULAR MEETING – voted on and**  
approved by all members

**BOARD COMMITTEE REPORTS:** None.

**BOARD COMMENT:** Mr. Aker expressed his appreciation to the parties involved in the re-appointment of Mr. Embry and Mr. Lyons.

**PUBLIC COMMENT:** None.

**NEW BUSINESS:**

Tom Ganard briefed the Board on the status of the Pinelands Park Landfill leachate line leak. It is located near the 1<sup>st</sup> hole but will not affect play. NJDEP and Egg Harbor Township have been notified. The expense will be covered by the Closure Fund.

Presentation by Linda Bazemore on Preliminary Financial Impact of Pandemic (see attached Summary)

Presentation by Joseph Pantalone on Wastewater Operations Management Plan Audit (see attached Summary)

**OLD BUSINESS:** None.

**ALL RESOLUTIONS APPROVED.**

**RESOLUTION COMMENTS:**

**Resolution 20-5-125: Authorizing award of an emergency contract to Arthur Henry, Inc. for Bader Field Force Main repairs. Amount is \$3,988,878.85.**

**Explanation: To repair ACUA's 30-inch Ventnor/Margate Force Main located at Bader Field, Atlantic City.**

Tom Ganard explained that since September of 2017 when the ACUA experienced a similar leak at Bader Airfield, this pipeline has been on the Asset Management Plan to replace. The ACUA Engineering Department has been working on engineering design, permitting and funding of its replacement with the NJDEP over the past two years. The ACUA was essentially only a couple months away from advertising the project for bids. As a result of this second emergency, performing a spot repair to just address the leak is no longer feasible, practical or cost effective, therefore the Engineering Department has recommended proceeding immediately with replacing this portion of the force main with the engineering design that has already been completed. To that end, we have negotiated a contract with Arthur R. Henry, Inc. to replace this pipeline and are recommending award in the not-to exceed amount of \$3,988,878.85. In addition, the NJDEP and NJ I-Bank, with whom funding is sought, has issued an emergency approval for this replacement so that we do not jeopardize our funding application.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,



Brian Lefke  
Board Secretary

# SUMMARY OF COVID-19 FINANCIAL IMPACT

- The assumptions assumed for the Solid Waste Division may be considered a worst case scenario resulting in a significant budget deficit.
- It is not anticipated that the Wastewater Division will experience a deficit. However, the impact to participants budgets, relating to changing flow allocations will be significant.
- In order to address potential budget impacts, all budget accounts, overtime and slot reports should be thoroughly reviewed, and a strategy developed to address the impact. It is an anticipated that landfill costs will decline in relation to lower tonnages. The policy for the reimbursement of tuition costs, travel and training has been modified. Other misc. expenses will be reviewed and monitored. The % for the allocation of expenses between divisions will also be reviewed.
- Capital expenditures and Paygo costs will also be reviewed. To date for SW \$1,648,254 (\$1,487,710 based on revised projected tonnage) was budgeted and \$3,366,675 has been expended or encumbered (includes use of funds from 2019 available balance). Current available funds amount to \$ 20,139. To date for WW \$1,500,000 was budgeted and \$361,531 has been expended or encumbered leaving an available balance of \$1,138,469.
- Outstanding receivable balances will be monitored to assess potential delinquencies – to date no obvious concerns.
- Potential effects on cash flow resulting from extended receivable balances will be monitored. Due to the establishment of reserves, cash on hand to cover monthly expenses is currently not a concern.

## WASTEWATER OPERATIONS MANAGEMENT PLAN AUDIT

From a time period of 2011 through 2017, ACUA participated in the WEFTEC's National Biosolids Partnership (NBP). Throughout this timeframe ACUA achieved Platinum status in November of 2014 and used the program to strengthen operating procedures and protocols. After achieving Platinum status, the ACUA NBP Team met on several occasions to re-evaluate the practicality of the Program as relates to our current needs and resources. Additionally, the NBP concentrates on Biosolids only and the Team believed the entire operation including the "wet end" should be included in a "Best Practices" program. Furthermore, several other related initiatives such as Asset Management, Strategic Planning and Continuity Planning using similar resources would be better facilitated if they were incorporated into a centralized effort thus bringing all initiatives together in a coordinated process. To that end the Team recommended to the ACUA Executive Team a voluntary withdrawal from the NBP and its place the creation of an internal accreditation process which would retain the core elements of the NBP. Action to withdraw from the program was resolved by the Board on April 19, 2017.

As part of the program there is a self-accreditation feature whereby the Goals of Objectives set forth at the being of the year are evaluated through an Audit conducted internally by Greg Seher from R&D.

Goals and Objectives are created prior to the start of the year and are periodically (Quarterly) reviewed and evaluated for status or changes in priorities. The Goals and Objectives relate to projects as well as operational aspects. At the end of the year an audit is performed on the criteria established in the program to see how the organization fared. Greg Seher briefly presented his findings and across the board the OMP accomplishments were favorable. Noteworthy items are the concerns with not meeting energy goals but the Master Plan improvements proposed for the Incinerator will address these shortcomings and the subject of a commissioned study by GHD consulting. Their finding will be reported to the Board in the upcoming months. Additionally, more focus is needed going forward in training of the updated SOP's.

The Goals and Objectives format has been revised to reflect the communication between the involved departments that being WW, CM and Engineering resulting in better planning and accountability.

TO: Brian G. Lefke, Secretary  
Atlantic County Utilities Authority

FROM: Honorable Dennis Levinson, Atlantic County Executive

RE: Minutes of Meeting – May 21, 2020

I. The Minutes of the above referenced meeting were submitted pursuant to N.J.S.A 40:41A-37 et seq. on 5/26/, 2020.

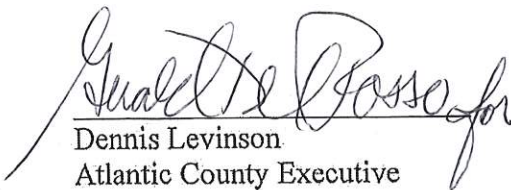
- (a)  by the end of the fifth business day following the meeting.
- (b)  as soon as practicable following the meeting where emergency action has been taken.
- (c)  beyond the statutory period for submission.

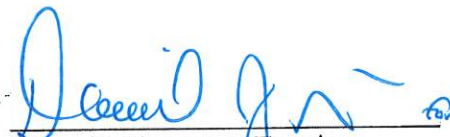
II. I hereby return the Minutes of the above referenced meeting to the Authority and to the Board of Freeholders, on the date set forth above, which is

- (a)  within ten days of delivery.
- (b)  within twenty-four (24) hours of delivery where the action at the meeting was deemed by the Authority to be in response to an emergency situation.

III. The following action is taken on the Minutes:

- (a)  Approved in all respects.
- (b)  Vetoed in all respects. A written explanation of the reasons for the veto is attached.
- (c)  Approved in part and vetoed in part.  
The specific items which are vetoed and a written explanation of the reasons for the veto or vetoes is attached.

  
Dennis Levinson  
Atlantic County Executive

  
James F. Ferguson, Esquire  
Approved as to Form and Entry

Date:

cc: Sonya Harris, Clerk to the Board of Chosen Freeholders

ATTACHMENTS:  Minutes  
 Veto Message