

ATLANTIC COUNTY UTILITIES AUTHORITY
February 15, 2024 - 3:00 PM
6700 Delilah Road, Egg Harbor Township, New Jersey

AGENDA

1. Call to Order and Sunshine Law Announcement
2. Flag Salute
3. Roll Call
4. Approval of Minutes:
Meeting of January 18, 2024
5. Board Committee Reports:
Treasurer's report – Mrs. Pfrommer
Personnel – Ms. Mento
Finance/Audit - Mrs. Pfrommer
Engineering – _____
Centralized Maintenance & Asset Management – Mr. Berenato
Solid Waste/Recycling – Mr. Akers
Wastewater/Sludge - Mrs. Ward
6. Presentations:

Recognition of Bob Davisson, Lab Analyst, who is retiring on March 1, 2024, after 40 years of services with the ACUA.

Recognition of Cherisse Lewis, Water Pollution Control Operator 1, who is retiring on March 1, 2024, after 28 years of services with the ACUA.
7. Public and Board Comments on Agenda Items
8. Proposed Resolutions:

REORGANIZATION

Resolution 24-2-33: Electing Chair of the Atlantic County Utilities Authority.

Resolution 24-2-34: Electing Vice Chair of the Atlantic County Utilities Authority.

Resolution 24-2-35: Appointing Treasurer and Assistant Treasurer of the Atlantic County Utilities Authority.

Resolution 24-2-36: Designating 2024-2025 Meeting Schedule for the Atlantic County Utilities Authority.

Resolution 24-2-37: Designating depository banks for funds of the Atlantic County Utilities Authority and authorizing officers of the authority to sign necessary banking documents.

Resolution 24-2-38: Designating official newspapers for publication of legal notices of the Atlantic County Utilities Authority.

Resolution 24-2-39: Authorizing President, Chair, and Chief Finance Officer of the Authority to sign endorsements and permit applications and enter into certain contracts on behalf of the Authority.

Resolution 24-2-40: Adopting Atlantic County Utilities Authority Cash Management Plan.

Resolution 24-2-41: Authorizing award of an alternate method contract for Professional Legal Services-General Counsel to Nehmad, Davis & Goldstein, P.C. Amount is not to exceed \$145,000.00, for the contract term March 1, 2024, to February 28, 2025.

Explanation: Annual agreement for General Counsel Services.

Resolution 24-2-42: Authorizing award of a professional services contract to Archer & Greiner, PC, for Bond Counsel Services. Amount is not to exceed \$50,000.00, for the contract term March 1, 2024, to February 28, 2025.

Explanation: Annual agreement for Bond Counsel services.

Resolution 24-2-43: Authorizing award of a professional services contract to Acacia Financial Group, Inc., for Financial Advisory Services. Amount is not to exceed \$10,000.00, for the contract term March 1, 2024, to February 28, 2025.

Explanation: Annual agreement for financial advisory services.

Resolution 24-2-44: Authorizing the award of an alternate method contract to NW Financial Group, LLC, for financial advisory services. Amount is not to exceed \$15,000.00, for contract term March 1, 2024, to February 28, 2025.

Explanation: Annual agreement for financial advisory services.

Resolution 24-2-45: Authorizing the award of a professional services contract to PFM Asset Management, LLC (PFMAM) for Investment Management Services. Amount is not to exceed \$10,000.00, for contract term March 1, 2024, to February 28, 2025.

Explanation: Annual agreement for investment management services.

Resolution 24-2-46: Authorizing the award of a professional services contract to Centurian, a Marsh & McLennan Agency, LLC, Company, for Retirement Plan and Advisory Consultant Services. Amount is not to exceed \$17,500.00, for contract term March 1, 2024, to February 28, 2025.

Explanation: To provide retirement plan and advisory consultant services.

Resolution 24-2-47: Appointing Siracusa Kaufman as Insurance Broker of Record for Certain Insurance Coverage and Authorizing Placement of Insurance Coverage, for the contract term March 1, 2024, to February 28, 2025.

Explanation: Cost of ancillary coverage is \$66,000.00.

Resolution 24-2-48: Authorizing the award of an alternate method contract to Gabel Associates for Energy Consulting Services. Amount is not to exceed \$50,000.00, for contract term March 1, 2024, to February 28, 2025.

Explanation: To provide energy consulting services for the Wastewater & Solid Waste Divisions.

REGULAR MEETING

SOLID WASTE - Mr. Akers, Chair

Resolution 24-2-49: Rescinds Resolution 23-11-281 awarding an alternate method contract to French & Parrello Associates for 2023-2024 Solid Waste Annual Reports.

Explanation: Reissuing RFP.

Resolution 24-2-50: Authorizing award of a professional services contract to ARM Group, Inc. for annual reports for 2023-2024 Solid Waste Annual Reports. Amount is not to exceed \$26,153.00, for contract term March 1, 2024, to December 31, 2024.

Explanation: For preparation of certain Annual Reports as required by the NJDEP.

Resolution 24-2-51: Authorizing Payment to Treasurer of the State of New Jersey for NJDEP Solid Waste Permit Renewal Fee, NJEMS ID#265211200 in the amount of \$101,262.00.

Explanation: For 5-year Solid Waste Permit Renewal Fee, for the five-year period beginning December 11, 2023, and expiring on December 10, 2028.

Resolution 24-2-52: Authorizing a contract amendment to the Shared Services Agreement with Cumberland County Improvement Authority for the Use of Office Space, Routine Vehicle Repairs & Maintenance of CNG Vehicles, and for the Purchase of CNG Fuel for Fleet. Amount of increase is \$1,474.20.

Explanation: To cover an outstanding invoice from November 2023 for truck electrical supply. This contract will be closed after payment.

Resolution 24-2-53: Authorizing a contract amendment to the alternate method contract with Trinity Consultants for 2024 Air Permit Compliance Assistance. Amount of increase is \$10,700.00.

Explanation: For additional work needed which was not included in the original scope of services.

Resolution 24-2-54: Authorizing award of alternate method contracts for Various Marketing Recyclables.

Explanation: Alternate method contracts for potential marketing recyclables by a blanket agreement for all potential recycling marketing contracts in conjunction with Pay-to-Play compliance.

Resolution 24-2-55: Authorizing a Shared Services Agreement between the ACUA and the Borough of Woodbine for Recycling Services. Extending contract to March 31, 2024. Revenue to the Authority will be \$4,395.84 for one month.

Explanation: The Authority is extending the existing recycling services agreement with Woodbine to allow for additional time to negotiate a new agreement with the Borough for this service.

ENGINEERING - _____, Chair

Resolution 24-2-56: Authorizing a contract amendment to contract with Carlson Environmental Consultants, PC, Bid 2023-SW-09, for Installation of Landfill Gas Wells (Routine & Emergency). Amount of increase: \$63,247.80. (Aggregate amendment amount exceeds 20% limitation.)

Explanation: For additional gas wells requested by the Authority, per unit costs established in the original bid.

Resolution 24-2-57: Authorizing a contract amendment to contract with Atlantic Lining Co., Inc., Bid No. 2022-SW-10, for Maintenance & Repair of Temporary Landfill Cap (Routine & Emergency). Amount of increase is \$25,000.00, with an extension of the contract until March 31, 2024.

Explanation: To cover temporary cap maintenance and repairs until a new contract is awarded.

CENTRALIZED MAINTENANCE & ASSET MANAGEMENT - Mr. Berenato, Chair

Resolution 24-2-58: Authorizing a Shared Services Agreement between the Cape May County Municipal Utilities Authority and the Atlantic County Utilities Authority for Routine Maintenance and Repairs to CMCMA Compressed Natural Gas Vehicles for the contract term March 4, 2024, to February 28, 2025.

Explanation: Estimated revenue to the Authority is \$20,000.00.

Resolution 24-2-59: Authorizing a Shared Services Agreement between Stockton University and the Atlantic County Utilities Authority for Routine Maintenance and Repairs to Stockton's Compressed Natural Gas Vehicle for the contract term February 15, 2024, to January 31, 2025.

Explanation: Estimated revenue to the Authority is \$1,400.00

Resolution 24-2-60: Authorizing award of a contract to Foley CAT for the purchase of a new 2024 Caterpillar 836-VT Waste Compactor through the Sourcewell Cooperative Purchasing System. Cost is \$1,407,041.95.

Explanation: The compactor will be utilized for everyday activities at the landfill.

Resolution 24-2-61: Authorizing the award of a contract to Applied Industrial Technologies, Inc. for Wastewater Industrial Maintenance Supplies, through OMNIA Partners Governmental Purchasing Alliance. Cost is \$98,473.14.

Explanation: For the repair of the #1 G2 Centrifuge.

Resolution 24-2-62: Authorizing the award of a contract to United Rentals for the purchase of three (3) used pick-up trucks through the Sourcewell Government Purchasing Alliance. Cost is \$90,500.00.

Explanation: The vehicles will be utilized by the Authority's Engineering and Wastewater Divisions.

Resolution 24-2-63: Authorizing the receipt of competitive bids through Internet Auction Site for the sale of surplus equipment.

Explanation: Sale of equipment no longer used by the Authority.

Resolution 24-2-64: Authorizing execution of a Grant Agreement with the New Jersey Office of Homeland Security and Preparedness, and the New Jersey Cybersecurity and Communications Integration Cell. This is a 4-year grant that will total \$53,010.00. Cost to the Authority will be \$15,795.30.

Explanation: The grant money will be used for Advanced Endpoint Protection.

PERSONNEL/BENEFITS – Ms. Mento, Chair

Resolution 24-2-65: Authorizing award of an alternate method contract to Mike's Driving School to perform CDL instruction to staff. Amount is not to exceed \$44,000.00, for contract term March 1, 2024, through December 31, 2024.

Explanation: To provide CDL training to staff for Class A and Class B Programs.

Resolution 24-2-66: Authorizing award of a contract to UKG for Payroll and Human Resource Information Systems, through the OMNIA Partners Governmental Purchasing Alliance. Amount is not to exceed \$200,000.00, for a contract term beginning March 1, 2024, through February 28, 2026, with an option to extend for two (2) additional one-year terms.

Explanation: Provide Human Resources and Payroll software to ACUA.

Resolution 24-2-67: Amending 2024 Salary Guide.

Explanation: Approves a 4% increase for all Non-Union Employees, retroactive as of January 1, 2024.

Resolution 24-2-68: Authorizing an unpaid leave of absence for an Information Technology Employee.

Resolution 24-2-69: Authorizing an unpaid leave of absence for an Administrative Employee.

FINANCE/AUDIT – Mrs. Pfrommer, Chair

Resolution 24-2-70: Authorizing award of a contract to Vertosoft, through the OMNIA Partners Governmental Purchasing Alliance, for the procurement of a OpenGov's Cloud Based Procurement Solution. Amount is not to exceed \$43,000.00, for a contract term beginning March 1, 2024, through February 28, 2026.

Explanation: OpenGov to provide Procurement Suite online bidding software package and implementation support to the ACUA.

Resolution 24-2-71: Authorizing contracts with certain approved Contract Vendors for contracting units through the Educational Services Commission of New Jersey Cooperative (ESCNJ).

Resolution 24-2-72: Authorizing contracts with certain approved Contract Vendors for contracting units through the New Jersey State Purchasing System.

Resolution 24-2-73: Authorizing contracts with certain approved Contract Vendors for contracting units through the NASPO ValuePoint Governmental Purchasing Alliance.

Resolution 24-2-74: Authorizing contracts with certain approved Contract Vendors for contracting units through the North Jersey Wastewater Cooperative Purchasing System.

Resolution 24-2-75: Authorizing contracts with certain approved Contract Vendors for contracting units through the OMNIA Partners Governmental Purchasing Alliance.

Resolution 24-2-76: Authorizing contracts with certain approved Contract Vendors for contracting units through the Sourcewell Government Purchasing Alliance.

Resolution 24-2-77: Authorizing payment of certain expenditures - \$6,823,792.03

Resolution 24-2-78: Authorizing an Executive Session.

Explanation: No formal action was taken.

9. Public and Board Comments

10. Adjourn