

Cape May County Municipal Utilities Authority

1523 Route 9 North, Cape May Court House, NJ 08210
Telephone: (609) 465-9026 • Telefax: (609) 465-9025
www.cmcmua.com

REGULAR MEETING AGENDA

February 1, 2023 @ 6:30 p.m.

1. Call to Order
2. Roll Call and Establishment of Quorum
3. Open Public Meeting Statement
4. Pledge of Allegiance
5. Approval of Minutes
 - January 18, 2023 Regular Meeting**
 - January 18, 2023 Executive Session**
6. Comments or Questions from the Public on Agenda Items
7. Announcements/Special Presentations
8. Executive Director's Personnel Report
 - Resignations/Retirements
 - Leaves of Absence and Changes in Leaves of Absence
 - Reassignments/New Hires
9. Board Reports:
 - Treasurer's Report
- **December 31, 2022**
 - Construction Status Report
- **January 25, 2023**
10. REORGANIZATION IN ACCORDANCE WITH AUTHORITY BY-LAWS
 - Election of Officers for 2023-2024 Term:**
 - Nomination to Office of Chairman: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Chairman.

- Nomination to Office of Vice Chairman: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Vice Chairman.

- Nomination to Office of Treasurer: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Treasurer.

- Nomination to Office of Corporate Secretary: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Corporate Secretary.

- Nomination to Office of Assistant Treasurer: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Assistant Treasurer.

- Nominations to Office of Assistant Secretary: _____
Motion: ___ 2nd: ___
Motion to Close Nominations: ___ 2nd: ___
Roll Vote on Election to Office of Assistant Secretary.

Annual Appointments:

- Motion to appoint Ann M. McDevitt as Recording Secretary and Pamela E. McCabe as Alternate Recording Secretary
Motion: ___ 2nd: ___

Meeting Schedule:

- Consideration/Approval of Proposed Meeting Schedule for 2023-2024 Term
Motion: ___ 2nd: ___

Resolution No. 12-23 Resolution Designating Official Legal Newspapers

Resolution No. 13-23 Resolution Designating Internet Website for Official Notification Pursuant to New Jersey Local Unit Pay-to-Play Law

Resolution No. 14-23 Resolution Adopting Guidelines Governing the Use of Electronic Communications between Cape May County Municipal Utilities Authority Officials discussing Cape May County Municipal Utilities Authority Business

Resolution No. 15-23 Resolution Establishing Standard Procedures for Public Comment at Cape May County Municipal Utilities Authority Regular Meetings

Resolution No. 16-23 Resolution Authorizing the Approval of the Cape May County Municipal Utilities Authority Information Technology Practice Policy

11. Wastewater Management and Solid Waste Management Programs (Combined)

Resolution No. 17-23 Resolution Adopting a Cash Management Plan for the Cape May County Municipal Utilities Authority

12. Wastewater Management Program

Resolution No. 18-23 Resolution Authorizing the Award of a Fair and Open Contract for Professional Engineering Services – Wildwood/Lower Region Wastewater Treatment Facility – Design and Construction Management Services for Structural Concrete Restorations (RFP-04-23) to Wiss, Janney, Elstner Associates, Inc. (total not-to-exceed amount of \$677,600.00)

Resolution No. 19-23 Resolution Authorizing the Continuation of Contract SER-37-22 with Environmental Protection and Improvement Company, LLC. – Loading, Hauling and Disposal of Dewatered Biosolids for Various CMCMUA Facilities pursuant to Resolution No. 94-22 (total not-to-exceed amount of \$1,447,700.00)

13. Solid Waste Management Program

Resolution No. 20-23 Resolution Authorizing Contract Change Order No. 1 to Contract TS-21-22 – Transfer Station Middle Bay Floor and Pushwall Rehabilitation with Fred M. Schiavone Construction, Inc.

14. Miscellaneous

15. Approval of Vouchers – February 1, 2023

Administration

Wastewater Operations

Wastewater Project

Solid Waste Operations

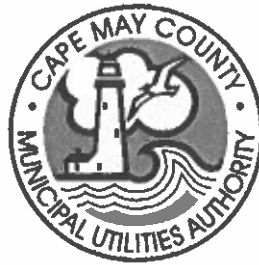
Solid Waste Project

16. Public Comment

17. New Business

18. Executive Session

19. Adjournment



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MINUTES OF THE REGULAR MEETING

January 18, 2023

Chairman Betts called the regular meeting of the Cape May County Municipal Utilities Authority to order at 1:30 p.m.

PRESENT:

George W. Betts	Chairman
Richard Rixey	Vice Chairman
William G. Burns, Jr.	Treasurer
Patricia A. Callinan	Corporate Secretary
Carol A. Heenan	Member
Zeth Matalucci	Member

ALSO PRESENT:

Joseph V. Rizzuto	Executive Director
Robert P. Donato	Chief Financial Officer
Thomas J. LaRocco	Chief Engineer
John R. Conturo	Solid Waste Program Manager
Joshua Palombo	Wastewater Program Manager
Kevin J. Whitney	Senior Advisor
Robert E. Winder	Operations Coordinator
Howard C. Long	Solicitor
Ann M. McDevitt	Recording Secretary

Chairman Betts stated proper notice was given under the provisions of the Open Public Meetings Act.

“Adequate notice of this meeting, in compliance with the Open Public Meetings Act, has been provided for by e-mail to the *Atlantic City Press* and the *Ocean City Sentinel*; and by e-mail to the Cape May County Board of County Commissioners and Cape May County Clerk, and by posting on the Cape May County Bulletin Board and on the Authority's website, all on or before February 14, 2022.”

The Pledge of Allegiance was recited.

Minutes

Minutes of the January 4, 2023 Regular Meeting were submitted for approval or correction.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns		X	X			
Ms. Callinan	X		X			
Ms. Heenan			X			
Mr. Matalucci					X	
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 5-0-1

Comments or Questions from the Public on Agenda Items

None offered.

Announcements/Special Presentations

None presented.

Executive Director's Personnel Report

Mr. Rizzuto presented the Executive Director's Personnel Report.

Board Reports

Wastewater Management Program Report – January 12, 2023 – Joshua Palombo

Mr. Palombo presented the Wastewater Management Program Report.

Solid Waste Program Tonnage and Revenue Report – December 2022 – John R. Conturo

Mr. Conturo presented the Solid Waste Tonnage and Revenue Report.

Wastewater Management and Solid Waste Management Programs (Combined)

Resolution No. 4-23 Resolution Authorizing the Cape May County Municipal Utilities Authority to Enter into a Cooperative Pricing System Agreement known as New Jersey Cooperative Purchasing Alliance #CK04 with the County of Bergen Acting as Lead Agency

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Wastewater Management Program

Resolution No. 5-23 Resolution Authorizing the Continuation of Contract CHEM-54-22 with Kemira Water Solutions, Inc. – Furnish and Deliver Liquid Ferric Chloride to CCMUA Regional Wastewater Treatment Facilities pursuant to Resolution No. 104-22

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Resolution No. 6-23 Resolution Authorizing the Rejection of the Bid Submitted by Garton's Rigging, Inc. for Contract WW-66-22 – Disposal of Rotating Biological Contactors (RBCs) and Other Miscellaneous Equipment at Various Wastewater Treatment Facilities

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Resolution No. 7-23 Resolution Authorizing the Rejection of the Bid Submitted by Iaconelli Contracting, Inc. for Contract WW-66-22 – Disposal of Rotating Biological Contactors (RBCs) and Other Miscellaneous Equipment at Various Wastewater Treatment Facilities

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Resolution No. 8-23 Resolution Authorizing the Award of Contract WW-EQUIP-09-23 – Furnishing and Delivery of Scum Concentration Equipment to Seven Mile Beach/Middle and Wildwood/Lower Wastewater Treatment Facilities to Envirodyne Systems Inc.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Resolution No. 9-23 Resolution Authorizing the Award of Contract OC-61-22 – Furnishing and Delivery of Various Aluminum Structural Components for the Ocean City Region Wastewater Treatment Facility to S.A. Fabrication LLC.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Solid Waste Management Program

Resolution No. 10-23 Resolution Authorizing the Release of Performance and Payment Bond No. 51898 as Posted by Omni Recycling, LLC. for RFP-32-21 – Provide Hauling, Processing and Marketing Services of Single Stream Recyclable Materials for the Cape May County Municipal Utilities Authority

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Miscellaneous

Resolution No. 11-23 Resolution Authorizing the Award of Extraordinary Unspecifiable Services Contract for Risk Management Consultant Services to Marsh & McLennan Agency, LLC.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns		X	X			
Ms. Callinan	X		X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Approval of Vouchers

Approval of the Administration Vouchers List dated January 18, 2023.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Approval of the Wastewater Operating Vouchers List dated January 18, 2023.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Approval of the Wastewater Project Vouchers List dated January 18, 2023.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

Approval of the Solid Waste Operations Vouchers List dated January 18, 2023.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

The total of all four (4) approved Vouchers Lists, dated January 18, 2023, was \$1,754,452.99.

Public Comment

None offered.

Executive Session

Resolution No. 12-23 Resolution Authorizing Executive Session from which the Public is Excluded.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan			X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey		X	X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

At 2:05 p.m., the Regular Meeting retired to Executive Session for the purpose of discussing matters of the Recycling Contract.

At 2:50 pm, it was motioned to end the Executive Session and reconvene to the Regular Meeting.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan		X	X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey			X			
Ms. Saduk						X
Mr. Betts			X			

Motion Carried: 6-0-0

New Business

None presented.

Adjournment

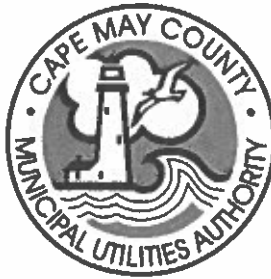
There being no further business, the Regular Meeting adjourned at 2:50 p.m.

Respectfully submitted,



Ann M. McDevitt
Recording Secretary

1/19/23



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MINUTES OF EXECUTIVE SESSION

January 18, 2023

The Cape May County Municipal Utilities Authority held an Executive Session on Wednesday, January 18, 2023 at 2:05 p.m., at the Authority's Office in Swainton, New Jersey, authorized by Resolution No. 12-23.

PRESENT:

George W. Betts	Chairman
Richard Rixey	Vice Chairman
William G. Burns, Jr.	Treasurer
Patricia A. Callinan	Corporate Secretary
Carol A. Heenan	Member
Zeth Matalucci	Member

ALSO PRESENT:

Joseph V. Rizzuto	Executive Director
Robert P. Donato	Chief Financial Officer
Thomas J. LaRocco	Chief Engineer
John R. Conturo	Solid Waste Program Manager
Kevin J. Whitney	Senior Advisor
Howard C. Long	Solicitor
Ann M. McDevitt	Recording Secretary

The following subject, on which no formal action was taken, was discussed:

Contractual Matters

A discussion was held for the purpose of discussing matters of the Recycling Contract.

Respectfully submitted,

Ann M. McDevitt
Recording Secretary

/amm

RESIGNATIONS/RETIREMENTS

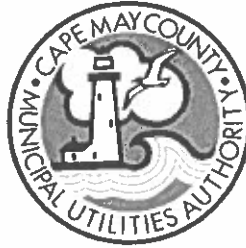
NAME	PROGRAM/POSITION/FACILITY	EFFECTIVE DATE	RESIGNATION or RETIREMENT
N/A			

LEAVES OF ABSENCE AND CHANGES IN LEAVES OF ABSENCE

NAME	PROGRAM/POSITION/FACILITY	FROM/TO *DENOTES CHANGE	DISABILITY WITH PAY & WITH BENEFITS	FMLA WITH EARNED LEAVE & WITH BENEFITS	FMLA W/O PAY & WITH BENEFITS	FMLA/NJFLA W/O PAY & WITH BENEFITS	NJFLA W/O PAY & WITH BENEFITS	LEAVE W/O PAY & WITH BENEFITS	LEAVE W/O PAY & W/O BENEFITS
N/A									

REASSIGNMENTS/NEW HIRES

NAME	FROM PROGRAM/POSITION/FACILITY	TO PROGRAM/POSITION/FACILITY	EFFECTIVE DATE
Eric D. Hansen	Wastewater/Utility Worker/Seven Mile	Wastewater/Shift Operator/Ocean City	1/23/2023



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Respectfully Submitted by:

**William G. Burns, Jr.
Treasurer**

Prepared by:

A handwritten signature in black ink, appearing to read "R. Donato", is written over a horizontal line.

**Robert P. Donato, CPA
Chief Financial Officer**



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Wastewater Management Program

Administration/Construction Fund

	Trustee-Held Funds <i>TD Wealth Mgmt.</i>	Local Checking Account <i>TD Bank</i>	Local Payroll Account <i>Sturdy</i>	Health Savings Account (Payroll) <i>TD Bank</i>	Total
Balance - December 1, 2022	\$ 1,248,920.28	\$ 629,338.03	\$ 4,834.27	\$ 19,399.54	\$ 1,902,492.12
Cash Receipts					
Interest Income	3,250.47	637.85		24.40	3,912.72
Sale of Surplus Equipment					-
NJUI JIF Risk Management Dividend					-
FEMA Reimbursement - PPE					-
Miscellaneous Reimbursements		29.49			29.49
Transfers - Expense Reimbursements					
Wastewater Revenue Fund	1,577,521.87				1,577,521.87
Wastewater R&R Fund					-
Wastewater Forward Financing Fund					-
Solid Waste Revenue Fund	290,401.98				290,401.98
Solid Waste Project Fund					-
Total Cash Receipts	\$ 1,871,174.32	\$ 667.34	\$ -	\$ 24.40	\$ 1,871,866.06
Cash Disbursements					
Monthly Expenses		968,173.59	925,776.37	5,062.47	1,899,012.43
Transfers - Reimbursement					
Wastewater R&R Fund					-
Transfers - Reimbursement					
Solid Waste Revenue Fund					-
Transfers - Construction Projects					
Wastewater Revenue Fund					-
Transfers - Interest Income					
Wastewater Revenue Fund	4,959.76				4,959.76
Total Cash Disbursements	\$ 4,959.76	\$ 968,173.59	\$ 925,776.37	\$ 5,062.47	\$ 1,903,972.19
Interfund Transfers	(1,822,668.58)	1,822,668.58	925,776.37	4,131.39	-
		(925,776.37)			-
		(4,131.39)			-
Total Interfund Transfers	\$ (1,822,668.58)	\$ 892,760.82	\$ 925,776.37	\$ 4,131.39	\$ -
Balance - December 31, 2022	\$ 1,292,466.26	\$ 554,592.60	\$ 4,834.27	\$ 18,492.86	\$ 1,870,385.99



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Wastewater Management Program

Project Fund

	Trustee-Held Funds Renewal and Replacement Fund <i>TD Wealth Mgmt.</i>	Local Checking Account <i>TD Bank</i>	Total
Balance - December 1, 2022	\$ 32,698,404.70	\$ 54,196.02	\$ 32,752,600.72
Cash Receipts			
Interest Income	132,723.96	302.16	133,026.12
Borough of Woodbine - Reimbursement		1,071.03	1,071.03
Transfers - Expense Reimbursements			
Wastewater Construction Fund			-
Wastewater Revenue Fund	18,720,929.99		18,720,929.99
Total Cash Receipts	\$ 18,853,653.95	\$ 1,373.19	\$ 18,855,027.14
Cash Disbursements			
Monthly Expenses		604,756.29	604,756.29
Transfers - Expense Reimbursements			
Wastewater Construction Fund			-
Wastewater Revenue Fund			-
Transfers - Interest Income			
Wastewater Revenue Fund	132,723.96		132,723.96
Total Cash Disbursements	\$ 132,723.96	\$ 604,756.29	\$ 737,480.25
Interfund Transfers	(604,756.29)	604,756.29	-
Total Interfund Transfers	\$ (604,756.29)	\$ 604,756.29	\$ -
Balance - December 31, 2022	\$ 50,814,578.40	\$ 55,569.21	\$ 50,870,147.61



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Wastewater Management Program

Revenue Fund

	Trustee-Held Funds <i>TD Wealth Mgmt.</i>	Local Checking Account <i>TD Bank</i>	Local Daily Deposit Account <i>TD Bank</i>	Total
Balance - December 1, 2022	\$ 21,174,063.95	\$ 90,432.98	\$ 2,508,129.52	\$ 23,772,626.45
Cash Receipts				
Revenue				
User Charges			1,048,306.75	1,048,306.75
Septage/Leachate			51,134.12	51,134.12
Sludge Processing			22,971.26	22,971.26
Tower Rental			12,584.44	12,584.44
Insurance Claims				-
Miscellaneous Reimbursements				-
Interest Income	110,894.39	526.78	91.60	111,512.77
Transfers - Interest Income				
Wastewater Accounts				
General Fund	7,664.02			7,664.02
Renewal and Replacement	132,723.96			132,723.96
Construction Fund	4,959.76			4,959.76
2002 Forward Financing	737.06			737.06
Rate Stabilization Fund	30.63			30.63
Transfers - Other				
Construction Fund - Projects				-
Bond Reserve Fund				-
Renewal and Replacement Fund				-
Solid Waste Revenue Fund	1,560,600.00			1,560,600.00
Solid Waste Project Fund	520,200.00			520,200.00
Total Cash Receipts	\$ 2,337,809.82	\$ 526.78	\$ 1,135,088.17	\$ 3,473,424.77
Cash Disbursements				
Monthly Expenses		506,042.74		506,042.74
Transfers - Expense Reimbursements				
Wastewater Construction Fund	1,577,521.87			1,577,521.87
Wastewater Bond Service Fund				-
Renewal and Replacement Fund	18,720,929.99			18,720,929.99
Solid Waste Future Construction Reserve				-
Total Cash Disbursements	\$ 20,298,451.86	\$ 506,042.74	\$ -	\$ 20,804,494.60
Interfund Transfers	3,635,068.52 (506,042.74)	506,042.74	(3,635,068.52)	-
Total Interfund Transfers	\$ 3,129,025.78	\$ 506,042.74	\$ (3,635,068.52)	\$ -
Balance - December 31, 2022	\$ 6,342,447.69	\$ 90,959.76	\$ 8,149.17	\$ 6,441,556.62



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Solid Waste Management Program

Project Fund

	Trustee-Held Funds <i>TD Wealth Mgmt.</i>	Local Checking Account <i>TD Bank</i>	Trustee-Held Funds Future Construction Reserve Fund <i>TD Wealth Mgmt.</i>	Total
Balance - December 1, 2022	\$ 584,412.95	\$ 88,465.69	\$ 12,598,724.26	\$ 13,271,602.90
Cash Receipts				
Interest Income	1,548.91	127.54	52,479.83	54,156.28
Transfers - Expense Reimbursements				
Solid Waste Equipment Reserve	22,984.14			22,984.14
Solid Waste Closure Fund				-
Solid Waste IPF Capital Reserve Fund				-
Solid Waste Building and Site Fund				-
Solid Waste Revenue Fund			2,062,500.00	2,062,500.00
Wastewater Revenue Fund				-
Total Cash Receipts	\$ 24,533.05	\$ 127.54	\$ 2,114,979.83	\$ 2,139,640.42
Cash Disbursements				
Monthly Expenses		45,024.64		45,024.64
Transfers - Expense Reimbursements				
Wastewater Construction Fund				-
Wastewater Revenue Fund	520,200.00			520,200.00
Transfers - Closure-related Expenditures				
Solid Waste Revenue Fund				-
Transfers - Rate Stabilization				
Solid Waste Revenue Fund				-
Transfers - Debt Service-related Expenditures				
Solid Waste Revenue Fund				-
Transfers - Interest Income				
Solid Waste Revenue Fund	1,548.91		19,040.59	20,589.50
Total Cash Disbursements	\$ 521,748.91	\$ 45,024.64	\$ 19,040.59	\$ 585,814.14
Interfund Transfers	542,240.50 (45,024.64)	45,024.64	(542,240.50)	-
Total Interfund Transfers	\$ 497,215.86	\$ 45,024.64	\$ (542,240.50)	\$ -
Balance - December 31, 2022	\$ 584,412.95	\$ 88,593.23	\$ 14,152,423.00	\$ 14,825,429.18



Cape May County Municipal Utilities Authority

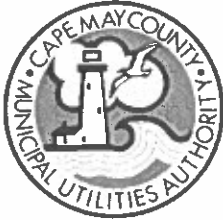
Treasurer's Report

for the month ended December 31, 2022

Solid Waste Management Program

Revenue Fund

	Trustee-Held Funds <i>TD Wealth Mgmt.</i>	Local Checking Account <i>TD Bank</i>	Local Daily Deposit Account <i>TD Bank</i>	Prepayment Account <i>TD Bank</i>	Total
Balance - December 1, 2022	\$ 10,547,429.84	\$ 94,138.76	\$ 302,087.64	\$ 128,495.53	\$ 11,072,151.77
Cash Receipts					
Revenue					
Tipping Fees			1,162,404.34		1,162,404.34
Wood Products			8,377.91		8,377.91
Methane Revenue					-
Recycling Enhancement Grant					-
Electricity Generation			8,195.41		8,195.41
Property Rental			1,000.00		1,000.00
Sale of Surplus Assets					-
Insurance Reimbursement					-
Miscellaneous Reimbursements			125.25		125.25
Prepayments Received					-
Interest Income	67,019.11	270.58	94.84	95.00	67,479.53
Transfers - Interest Income					-
Solid Waste Accounts					
Equipment Reserve Fund	3,478.85				3,478.85
Building and Site Improvements	565.38				565.38
Host Community Benefit Reserve	1,089.69				1,089.69
General Fund	44.23				44.23
Future Construction Reserve	19,040.59				19,040.59
Project Fund	1,548.91				1,548.91
Transfers - Expense Reimbursements					
Wastewater Construction Fund					-
Building and Site Improvement Fund					-
Solid Waste Project Fund					-
Future Construction Reserve Fund					-
IPF Capital Reserve Fund	17,707.96				17,707.96
IPF Rate Stabilization Fund					-
Host Community Benefit Fund					-
Total Cash Receipts	\$ 110,494.72	\$ 270.58	\$ 1,180,197.75	\$ 95.00	\$ 1,291,058.05
Cash Disbursements					
Monthly Expenses		284,194.07	2,717.99		286,912.06
Interest Disbursed					-
Prepayments Returned				508.51	508.51
Transfers - Expense Reimbursements					
Wastewater Construction Fund	290,401.98				290,401.98
Wastewater Revenue Fund	1,560,600.00				1,560,600.00
Solid Waste Project Fund					-
Transfers - Reserve Accounts					
Equipment Reserve Fund	86,667.00				86,667.00
Closure Fund	14,713.87				14,713.87
Host Community Benefit Fund	81,809.12				81,809.12
Building and Site Improvement Fund					-
Future Construction Reserve Fund	2,062,500.00				2,062,500.00
Debt Service Fund					-
IPF Rate Stabilization Fund					-
IPF Capital Reserve Fund					-
Total Cash Disbursements	\$ 4,096,691.97	\$ 284,194.07	\$ 2,717.99	\$ 508.51	\$ 4,384,112.54
Interfund Transfers	1,260,884.33 (284,194.07)	284,194.07	(1,260,884.33)		-
Total Interfund Transfers	\$ 976,690.26	\$ 284,194.07	\$ (1,260,884.33)	\$ -	\$ -
Balance - December 31, 2022	\$ 7,537,922.85	\$ 94,409.34	\$ 218,683.07	\$ 128,082.02	\$ 7,979,097.28



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Wastewater Management Program

Investment Summary

Account Name / Bank	Purchase Date	Maturity Date	Interest Rate	Amount
Construction Fund				
New Jersey Cash Management Fund			4.06%	\$ 1,292,466.26
TD Bank - Checking			1.50%	554,592.60
TD Bank - Health Savings Account			1.50%	18,492.86
Sturdy Savings - Payroll			-	4,834.27
				\$ 1,870,385.99
Revenue Fund				
TD Bank - Money Market			1.50%	\$ 110,160.20
New Jersey Cash Management Fund			4.06%	3,148,164.38
Sturdy Savings Bank - Money Market			0.06%	4,041.56
Parke Bank - Money Market			3.75%	883,001.68
New Jersey Asset & Rebate Management Fund (NJ/ARM)			4.25%	2,197,079.87
TD Bank - Daily Deposit			1.50%	8,149.17
TD Bank - Checking			1.50%	90,959.76
				\$ 6,441,556.62
General Fund				
New Jersey Cash Management Fund			4.06%	\$ 360,000.00
Sturdy Savings Bank - Money Market			0.06%	5,675.23
Parke Bank - Money Market			3.75%	2,500,000.00
				\$ 2,865,675.23
Renewal and Replacement Fund				
Sturdy Savings Bank - Money Market			0.06%	\$ 8,914.87
Parke Bank - Money Market			3.75%	16,220,324.01
New Jersey Asset & Rebate Management Fund - (NJ/ARM)			4.25%	29,749,016.98
TD Bank - Money Market			1.50%	4,605,361.79
New Jersey Cash Management Fund			4.06%	230,960.75
TD Bank - Checking			1.50%	55,569.21
				\$ 50,870,147.61



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Wastewater Management Program

Investment Summary (continued)

<u>Account Name / Bank</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Amount</u>
Rate Stabilization Fund				
New Jersey Cash Management Fund			4.06%	\$ 10,811.47
				<u>\$ 10,811.47</u>
Sick and Vacation Pay Reserve Fund				
New Jersey Cash Management Fund			4.06%	\$ 329,272.89
				<u>\$ 329,272.89</u>
2002 Forward Financing Fund				
New Jersey Cash Management Fund			4.06%	\$ 260,000.00
Sturdy Savings Bank - Money Market			0.06%	9,259.47
				<u>\$ 269,259.47</u>
Bond Service Fund				
TD Bank - Money Market			1.50%	
				<u>\$ -</u>

Total Funds - Wastewater Management Program \$ 62,657,109.28



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Solid Waste Management Program

Investment Summary

<u>Account Name / Bank</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Amount</u>
Project Fund				
TD Bank - Money Market			1.50%	\$ 2,815.77
Parke Bank - Money Market			3.75%	581,597.18
TD Bank - Checking			1.50%	88,593.23
				<u>\$ 673,006.18</u>
Revenue Fund				
TD Bank - Money Market			1.50%	\$ 58,578.64
Parke Bank - Money Market			3.75%	3,073,067.37
New Jersey Cash Management Fund			4.06%	132,289.35
New Jersey Asset & Rebate Management Fund (NJ/ARM)			4.25%	4,267,279.21
Sturdy Savings Bank - Money Market			0.06%	6,708.28
TD Bank - Prepayment Account			-	128,082.02
TD Bank - Daily Deposit			1.50%	218,683.07
TD Bank - Checking			1.50%	94,409.34
				<u>\$ 7,979,097.28</u>
Equipment Reserve Fund				
New Jersey Cash Management Fund			4.06%	\$ 1,131,943.67
Sturdy Savings Bank - Money Market			0.06%	8,368.40
				<u>\$ 1,140,312.07</u>
Building and Site Improvement Fund				
Parke Bank - Money Market			3.75%	\$ 212,745.19
				<u>\$ 212,745.19</u>
Insurance Reserve Fund				
New Jersey Cash Management Fund			4.06%	\$ 20,454.52
Parke Bank - Money Market			3.75%	602,936.12
				<u>\$ 623,390.64</u>



Cape May County Municipal Utilities Authority

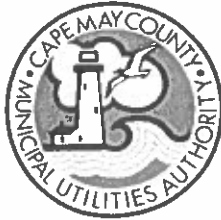
Treasurer's Report

for the month ended December 31, 2022

Solid Waste Management Program

Investment Summary (continued)

<u>Account Name / Bank</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Amount</u>
Rate Stabilization Fund				
New Jersey Cash Management Fund			4.06%	\$ 877,156.96
Sturdy Savings Bank - Money Market			0.06%	2,390.36
				\$ 879,547.32
IPF Rate Stabilization Fund				
New Jersey Cash Management Fund			4.06%	\$ 2,017,285.03
Sturdy Savings Bank - Money Market			0.06%	3,368.15
				\$ 2,020,653.18
IPF Capital Reserve Fund				
New Jersey Cash Management Fund			4.06%	\$ 634,668.65
Sturdy Savings Bank - Money Market			0.06%	2,568.85
				\$ 637,237.50
Closure Fund				
US Government Issues		average	1.89%	\$ 7,540,257.15
US Government Agency Issues		average	2.26%	86,485.91
First American Government Obligation Fund			4.06%	8,951.90
				\$ 7,635,694.96
<i>The Closure Fund is administered by US Bank under an NJDEP-stipulated Escrow Agreement</i>				
Host Community Benefit Reserve Fund				
New Jersey Cash Management Fund			4.06%	\$ 488,244.15
				\$ 488,244.15



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Solid Waste Management Program

Investment Summary (continued)

<u>Account Name / Bank</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Amount</u>
Debt Service Fund - NJEIT Series				
New Jersey Cash Management Fund			4.06%	\$ -
Parke Bank - Money Market			3.75%	-
				<u>\$ -</u>
Project Fund II - State Grant				
New Jersey Cash Management Fund			4.06%	\$ 287,991.73
Sturdy Savings Bank - Money Market			0.06%	9,264.54
				<u>\$ 297,256.27</u>
General Fund				
Parke Bank - Money Market			3.75%	\$ 16,644.13
				<u>\$ 16,644.13</u>
Future Construction Reserve Fund				
Parke Bank - Money Market			3.75%	\$ 6,614,942.35
New Jersey Asset & Rebate Management Fund - (NJ/ARM)			4.25%	7,536,059.90
Sturdy Savings Bank - Money Market			0.06%	1,420.75
				<u>\$ 14,152,423.00</u>

Total Funds - Solid Waste Management Program \$ 36,756,251.87



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Cash Management Plan Compliance Statements

1. Securities Purchased or Sold/Matured during the Reporting Period - ***

Purchased

None

Matured

None

2. Summary of Securities Owned - ***

None

3. Interest Received during the Reporting Period - ***

<u>Program</u>	<u>Securities</u>	<u>Other</u>	<u>Total</u>
Wastewater	\$ -	\$ 250,147.34	\$250,147.34
Solid Waste	-	139,278.95	139,278.95
Total	\$ -	\$ 389,426.29	\$389,426.29

4. Fees Incurred during the Reporting Period - ***

<u>Program</u>	<u>Securities</u>	<u>Other</u>	<u>Total</u>
Wastewater	\$ -	\$ -	\$ -
Solid Waste	-	-	-



Cape May County Municipal Utilities Authority

Treasurer's Report

for the month ended December 31, 2022

Cash Management Plan Compliance Statements (continued)

5. Summary of Funds as of December 31, 2022

Official Depositories	Wastewater	Solid Waste	Total
Parke Bank	\$ 19,603,325.69	\$ 11,101,932.34	\$ 30,705,258.03
Sturdy Savings Bank	32,725.40	34,089.33	66,814.73
TD Bank NA	5,443,285.59	591,162.07	6,034,447.66
Other Official Funds			
New Jersey Cash Management	5,631,675.75	5,590,034.06	11,221,709.81
New Jersey Asset and Rebate Management Fund	31,946,096.85	11,803,339.11	43,749,435.96
	\$ 62,657,109.28	\$ 29,120,556.91	\$ 91,777,666.19
Closure Fund ***	-	7,635,694.96	7,635,694.96
Total Funds	\$ 62,657,109.28	\$ 36,756,251.87	\$ 99,413,361.15

***** The Closure Fund is administered by US Bank under an NJDEP-stipulated Escrow Agreement**

MEMORANDUM

January 25, 2023

TO: Mr. Joseph V. Rizzuto, Executive Director

FROM: Thomas J. LaRocco, P.E., Chief Engineer 

RE: Construction Status Report

The following is a summary status report of the Authority's on-going projects for the period December 22, 2022 through January 25, 2023.

° **Project:** Contract No. TS-21-22
Solid Waste Transfer Facility
Middle Bay Floor and Pushwall Rehabilitation

Contractor: Fred M. Schiavone Construction

The purpose of this contract is to rehabilitate the Transfer Station's middle bay concrete floor and portions of the steel armored pushwall that have been worn and damaged due to daily use. On January 14th, the cure period for the recently poured south bay exterior load-out slab expired. By January 17th, Transfer Station operations were shifted away from the north bay to allow the Contractor to repair ten (10) deflector support post bases at the north bay. From January 18th through the 20th, the Contractor was at the Transfer Station and completed repairs to the support post bases, along with all remaining work. This project is now complete.

Contract Amount: \$182,000.00
Paid to Date: \$141,120.00
Completion Date: February 18, 2023

° **Project:** Contract No. OC-18-22
Ocean City Region
32nd Street Pump Station Piping & Pump Upgrades

Contractor: Allied Construction

The purpose of this project is to replace piping, fittings, valves and appurtenances on the dry side of the well to remediate poor material conditions, and to improve the operational flexibility of the station. The installation of three (3) new sets of pumps and motors that were procured independently of this contract shall also be installed. This project was awarded on November 16th. Notice to Proceed was issued, effective December 5, 2022. A preconstruction meeting was held on December 13th. It is expected that, due to seasonal flow conditions and supply chain problems, the Contractor will not begin physical work until October 15, 2023. Until that time, the review of technical submittals and material procurement will be ongoing.

Contract Amount: \$1,781,000.00
Paid to Date: \$ 0.00
Completion Date: April 10, 2024

MEMORANDUM

January 25, 2023

Page 2

° **Project:** Contract No. MISC-45-22-REBID
2023 Miscellaneous Services – Buried Pipe Systems
Task No. 1 – Spicer Avenue Pump Station Bypass and Pipe Work

Contractor: Lafayette Utility Construction

The Authority's Project Crew (PC) is in the process of installing new pumps at the Spicer Avenue Pump Station. This work required a full station flow bypass in order to make the piping modifications necessary to accommodate the new pumps. Per the PC's work schedule, the allotted time to do the bypassing was in early January. Unfortunately, the proper size bypass pumps could not readily be procured. Due to the imposed time and equipment constraints, the Authority requested that Lafayette, through its subcontractor, Municipal Maintenance (MM), assist the Authority by setting up the bypass and installing two (2) new, large gate valves. MM mobilized its equipment on January 6th. On January 9th and 10th, MM set up and broke down a complete station flow bypass while installing the two (2) new valves. MM demobilized its equipment on January 11th. The Authority's PC is now proceeding with pump replacement work.

Contract Amount: \$56,254.00
Paid to Date: \$ 0.00
Completion Date: January 11, 2023

TJL:amm

cc: Authority Members
Mr. Robert P. Donato, CPA
Mr. Joshua Palombo
Mr. John R. Conturo, P.E.
Ms. Ann M. McDevitt



Typical unsupported post base (1-18-23)



Installing supplementary support steel and anchors (1-19-23)



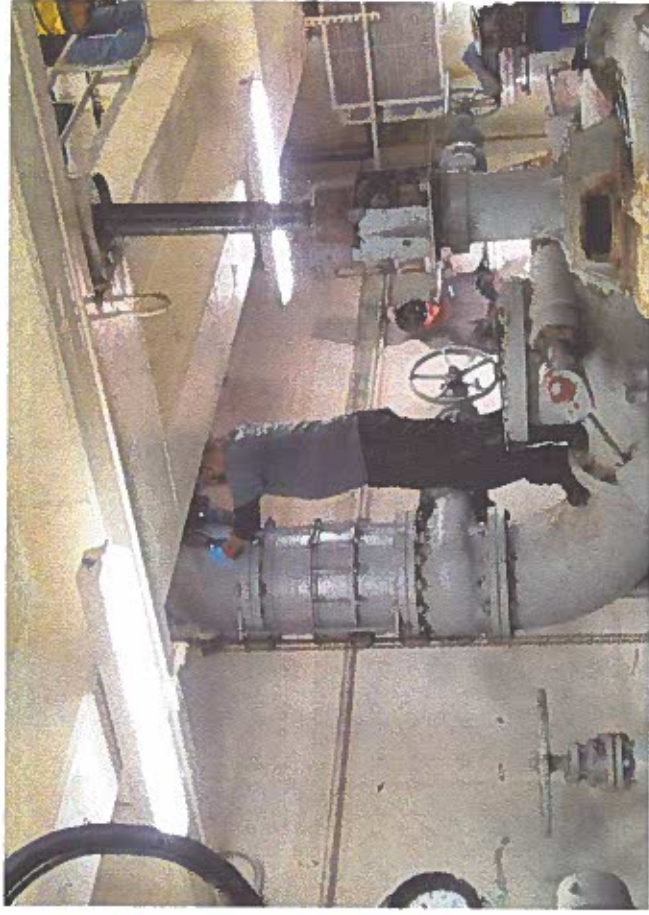
Supplementary steel and anchors in-place at two post bases (1-20-23)



Bases grouted into place (1-23-23)



Bypass ready to start (1-9-23)



Removing existing pipe joint hardware (1-10-23)

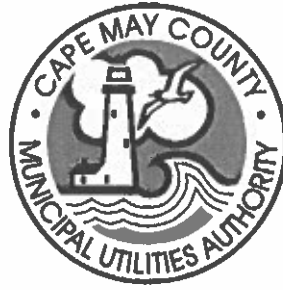


New valves installed (1-11-23)



Demobilizing (1-11-23)

Joseph V. Rizzuto, Executive Director



George W. Betts, Chairman
Richard Rixey, Vice Chairman
William G. Burns, Jr.
Patricia A. Callinan
Carol A. Heenan
Zeth Matalucci
Carol L. Saduk

Cape May County Municipal Utilities Authority

1523 Route 9 North, Cape May Court House, NJ 08210
Telephone: (609) 465-9026 • Telefax: (609) 465-9025
www.cmcmua.com

Cape May County MUA Meeting Schedule 2023-2024

<u>Date</u>	<u>Time</u>
February 15, 2023	1:30 p.m.
March 1, 2023	6:30 p.m.
March 15, 2023	1:30 p.m.
April 5, 2023	6:30 p.m.
April 19, 2023	1:30 p.m.
May 3, 2023	6:30 p.m.
May 17, 2023	1:30 p.m.
June 7, 2023	6:30 p.m.
June 21, 2023	1:30 p.m.
July 12, 2023	1:30 p.m.
August 2, 2023	6:30 p.m.
August 16, 2023	1:30 p.m.
September 6, 2023	6:30 p.m.
September 20, 2023	1:30 p.m.
October 4, 2023	6:30 p.m.
October 18, 2023	1:30 p.m.
November 1, 2023	6:30 p.m.
November 15, 2023	1:30 p.m.
December 6, 2023	6:30 p.m.
December 20, 2023	1:30 p.m.
January 3, 2024	6:30 p.m.
January 17, 2024	1:30 p.m.
February 7, 2024	6:30 p.m.

Cape May County Municipal Utilities Authority

RESOLUTION NO. 12-23

RESOLUTION DESIGNATING OFFICIAL LEGAL NEWSPAPERS

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") has need to publish official notices, as may be required by law, during the upcoming year in accordance with N.J.S.A. 40:53.2; and,

WHEREAS, N.J.S.A. 35:1-2.2 contains qualifications newspapers must meet in order to be designated as a newspaper for publication of official notices.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority that The Press of Atlantic City, 1000 W. Washington Avenue, Pleasantville, NJ 08232 and the Ocean City Sentinel, P.O. Box 238, 218 West Avenue, Ocean City, NJ 08226 meet the qualifications of N.J.S.A. 35:1-2.2 and are hereby designated as official newspapers of the Cape May County Municipal Utilities Authority for publishing official notices, as may be required by law, and further affirms that said publication must be placed in at least one of the official newspapers.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 12-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

Cape May County Municipal Utilities Authority

RESOLUTION NO. 13-23

RESOLUTION DESIGNATING INTERNET WEBSITE FOR OFFICIAL NOTIFICATION PURSUANT TO NEW JERSEY LOCAL UNIT PAY-TO-PLAY LAW

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") is subject to the provisions of N.J.S.A. 19:44A-20.4 et seq., the "New Jersey Local Unit Pay-To-Play" law ("Law"); and,

WHEREAS, as part of the "fair and open process" contained in the Law, a contract for goods and/or services to be awarded under the "fair and open process" shall be "... publicly advertised in newspapers or on the Internet website maintained by the public entity..." (N.J.S.A. 19:44A-20.7); and,

WHEREAS, the Authority maintains its internet Website at www.cmcmua.com; and,

WHEREAS, the Authority desires to designate its Website as the official notification source for all applicable contracts not publicly bid to be awarded as part of the "fair and open process" pursuant to the Law.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority, a body corporate and politic, as follows:

1. The Authority hereby designates its Internet website at www.cmcmua.com as the official notification source for contracts not publicly bid to be awarded as part of the "fair and open process" contained in N.J.S.A. 19:44A-20.4 et seq., the "New Jersey Local Unit Pay-To-Play" law.
2. The Authority is not precluded from utilizing its official legal newspapers for notification when it so desires.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 13-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

Cape May County Municipal Utilities Authority

RESOLUTION NO. 14-23

RESOLUTION ADOPTING GUIDELINES GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS BETWEEN CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY OFFICIALS DISCUSSING CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY BUSINESS

WHEREAS, the Board of Commissioners of the Cape May County Municipal Utilities Authority (hereinafter the "CMCMUA"/ "Authority") has determined it appropriate to adopt guidelines governing the use of electronic communications, such as e-mail, text messages, and other forms of electronic communications, when discussing or deliberating upon Authority business, in compliance with the requirements of the New Jersey Open Public Meetings Act (hereinafter the "Act"), N.J.S.A. 10:4-6; and,

WHEREAS, such communications, depending upon the circumstances, can be deemed to be "meetings" under the Act; and,

WHEREAS, the Board of Commissioners of the Authority has identified the differences between typical communications in which the business of the Authority is not discussed and other forms of communications which might fall under the Act; and,

WHEREAS, the Board of Commissioners of the Authority has determined it appropriate to adopt guidelines governing the use of electronic communications by Authority officials where the business of the Authority is included within the contents of said communications.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority that the Authority's guidelines governing the use of electronic communications by Authority officials, when the business of the Authority is intended to be discussed, are as follows:

1. E-mail communications should, as far as practicable, not include an effective majority of the Board of Commissioners and should never include an effective majority of the Board of Commissioners where a discussion of information related to the business of the Authority is involved.
2. Where e-mail communications do include an effective majority of the Board of Commissioners, such communications should not include any request for a response. Any e-mail communication should indicate that there should be no e-mail reply or response for communication.
3. In the rare instance when a response to an e-mail is necessary, such response must not involve any decision-making or deliberative function of the Board of Commissioners or otherwise address public business as contemplated by the Act. Further, the response shall not be made to the entire list of e-mail addresses to avoid even the appearance of circumvention of the Act. When appropriate, the CMCMUA shall utilize the Authority's Executive Director or the Assistant Corporate Secretary to disseminate information such as the meeting agenda and the like, without the parties thereto engaging in a dialogue which shall serve to insulate the Board of Commissioners from an accusation of violating said Act.

4. Rolling e-mail conversations are inappropriate and shall be avoided. A "rolling" e-mail occurs when one member of the Board of Commissioners contacts others via e-mail individually to successively discuss or gain opinions on an item of Authority business. This would also apply to other forms of electronic communication. However, communications between less than an effective majority of the Board of Commissioners do not violate the Act, provided that the dialogue does not become a "rolling" discussion that ends up including an effective majority of the Board of Commissioners.

5. To the extent possible, e-mail communications or other forms of electronic communications regarding the business of the Authority which is initiated by a member of the Authority's Board of Commissioners, shall be sent only to the Authority's Executive Director, Assistant Corporate Secretary, professionals or staff but not the other members of the Board of Commissioners.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 14-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

Cape May County Municipal Utilities Authority

RESOLUTION NO. 15-23

RESOLUTION ESTABLISHING STANDARD PROCEDURES FOR PUBLIC COMMENT AT CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY REGULAR MEETINGS

WHEREAS, the Board of Commissioners of the Cape May County Municipal Utilities Authority ("CMCMUA" and/or "Authority") highly values the communication between members of the public and the Board of Commissioners of the CMCMUA; and,

WHEREAS, each Authority Regular Meeting Agenda includes two opportunities for members of the public to comment, once for comments or questions on Regular Board meeting agenda items and another opportunity to allow members of the public to express themselves regarding matters pertaining to the CMCMUA; and,

WHEREAS, Section 8 of P.L. 2020, c. 34 authorizes the Division of Local Government Services Director to promulgate regulations establishing standard protocols for remote public meetings held by a public body subject to the Open Public Meetings Act, N.J.S.A. 10:4-8 et seq., during a Governor-declared emergency, including minimum procedures to be followed to provide reasonable public notice and allowances for public input; and,

WHEREAS, pursuant to the Emergency Remote Meeting Protocol for Local Public Bodies, N.J.A.C. 5:39-1, a local public body shall adopt, by resolution, standard procedures and requirements for public comment made during the meeting along with those written comments submitted in advance of the meeting; and,

WHEREAS, the Board of Commissioners of the CMCMUA wish to ensure that all members of the public have the opportunity to offer comment and that the important business of the Authority be conducted in a timely manner.

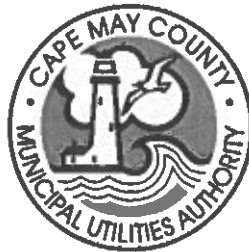
NOW, THEREFORE BE IT RESOLVED by the Cape May County Municipal Utilities Authority, a body corporate and politic, as follows:

- 1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The "Standard Procedures for Public Comment at CMCMUA Board Meetings" attached hereto and on file with Authority's Office Manager on February 1, 2023, is hereby approved and adopted.
3. Copies of the "Standard Procedures for Public Comment at CMCMUA Board Meetings" shall be posted on the Authority's website and shall be made available along with the Agenda at each Authority meeting.

Table with 7 columns: Motion, Second, Yes, No, Abstain, Absent. Rows include Mr. Burns, Ms. Callinan, Ms. Heenan, Mr. Matalucci, Mr. Rixey, Ms. Saduk, Mr. Betts.

I hereby certify the foregoing to be a true and correct copy of Resolution No. 15-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary



Cape May County Municipal Utilities Authority

1523 Route 9 North, Cape May Court House, NJ 08210
Telephone: (609) 465-9026 • Telefax: (609) 465-9025
www.cmcmua.com

Standard Procedures for Public Comment at CMCMUA Board Meetings

Pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-1 et. Seq., and the Emergency Remote Meeting Protocol for Local Public Bodies, N.J.A.C. 5:39-1, the Cape May County Municipal Utilities Authority ("CMCMUA" and/or "Authority") offers the public the opportunity to comment twice during its Regular Board meetings, once for comments or questions on Regular Board meeting agenda items and another opportunity to allow members of the public to express themselves regarding matters pertaining to the CMCMUA.

In order to ensure that members of the public who wish to appear before the Authority Board of Commissioners may be heard, while at the same time preserving the proper efficient conduct of the meetings, pursuant to provisions of the Open Public Meetings Act, N.J.S.A. 10:4-12, the Authority has adopted the standard procedures for public comment at Regular Board meetings as set forth below.

1. Notice of Meeting

- 1.1. The CMCMUA, pursuant to N.J.S.A. 10:4-18 and N.J.A.C. 5:39-1.5, will notify the public of the location of each meeting, the date, the time, and, if during a declared emergency, the telephonic and electronic means members of the public can participate in the Regular Board meetings. Notification for special meetings shall be provided in accordance with the Open Public Meetings Act.
- 1.2. The schedule of Regular Board Meetings will be placed in the official newspaper of the Authority, the Press of Atlantic City and on the CMCMUA's website, www.cmcmua.com.

2. Guidelines for Public Participation at Regular Meetings

- 2.1. All CMCMUA Regular Board meetings, unless otherwise advertised, will be open to the public.
- 2.2. Seating will be available for the public on a first-come, first-served basis.
- 2.3. All attendees should be seated by the start of the meeting.
- 2.4. Members of the public will be able to enter the CMCMUA Administration Building Public Meeting Room until the seventy-five (75) person capacity of the Public Meeting Room is reached.

- 2.5. Public participation at Regular Board meetings is intended to allow individual members of the public to address the Board of Commissioners on issues of public concern, and not intended as a forum for extended conversation or two-way dialogue with the Board members or Authority officials.
- 2.6. Each member of the public who wishes to speak during a public comment period shall register to speak on a "first come, first serve" basis prior to the start of the Regular Board meeting on the form provided at the door of the Public Meeting Room. Registrations will also be accepted via email (info@cmcmua.com) by 4:00 p.m. the day prior to the Regular Board meeting.
- 2.7. Members of the public may submit public comments in written form addressed to the CMCMUA, 1523 Route 9 North, Cape May Court House, NJ 08210 attention of the Executive Director, may place written public comments in the drop box located at the above referenced address attention of the Executive Director, or may submit public comments by electronic email to the Executive Director at rizzutojv@cmcmua.com by 4:00 p.m. the day prior to the Regular Board meeting.
- 2.8. A speaker may not register to speak more than once during the same public comment period. Registration information shall include: the speaker's name, any organization affiliation (where applicable), municipality of residence, and the topic on which remarks will be given.
- 2.9. Speakers may provide related documents, printed comments, or materials upon signing in, or attached to the registration email.
- 2.10. An individual who registered to speak cannot give his/her time to another individual. Speakers must be present when their names are called.
- 2.11. If an Authority Regular Board meeting is being conducted remotely by telephonic and electronic means, prior to each public comment section of the Regular Board meeting agenda, the Board Chair will announce if members of the public participating in the Regular Board meeting either by telephonic or electronic means would like address the Board of Commissioners. Members of the public wanting to address the Board of Commissioners shall inform the Board Chair of their desire to address the Board of Commissioners during the public comment period. The Board Chair will assign a number to each speaker in the order in which they responded to the Board Chair's announcement.
- 2.12. Speakers will be acknowledged by the Board Chair to speak in the order in which their names appear on the registration sheet or as assigned by the Board Chair, if the Regular Board meeting is being conducted remotely.
- 2.13. Speakers will address the Board of Commissioners from the microphone placed in front of the dais if the Regular Board meeting is being conducted in person and by telephone or by posting public comment in the chat function of the Authority's streaming platform, if the Regular meeting is being conducted remotely.
- 2.14. Speakers are asked to commence their remarks with their name and municipality of residence.

- 2.15. Each speaker will be allotted a maximum of four (4) minutes and should limit comments to matters of public concern pertaining to the Authority. Time limits for all speakers will be adhered to.
- 2.16. The Board Chair will direct the speaker to conclude their remarks once the speaker's time has expired.
- 2.17. There will be no sharing or granting of speaking time to others. Groups are asked to select a spokesperson to speak on their behalf.
- 2.18. Public participation at a Regular Board meeting will be limited to cumulative total of twenty (20) minutes. These time allotments may be extended for an additional twelve (12) minutes, by the Board Chair, at their discretion.
- 2.19. Public comments submitted before the remote Regular Board meeting through electronic mail or by written letter shall be read aloud from the beginning and addressed during the remote Regular Board meeting in a manner audible to all meeting participants and the public. The same allotment of time, a maximum of four (4) minutes, shall be placed on the reading of written comments. Each written comment shall be read from the beginning, until the four (4) minute time limit is reached.

3. Board of Commissioners Response to Public Comment

- 3.1. Board of Commissioners are not obligated to answer impromptu questions or address remarks from members of the public during the public comment period.
- 3.2. Speakers should expect the Board of Commissioners to refrain from engaging in a dialogue, except to the extent necessary to clarify the speaker's position.
- 3.3. The allotted time for speaking is the method to address the Board of Commissioners during the public comment period, therefore, the Board of Commissioners will not entertain questions or comments called out from the audience.
- 3.4. Absent exceptional circumstances, the Board of Commissioners will not take action on an item presented during public comment.
- 3.5. When appropriate, the Board Chair may respond to questions either at the end of the public comment session or may refer inquiries and items brought up during public comment to Authority staff for follow up.

4. Decorum

- 4.1. Speakers and members of the public should at all times maintain proper decorum and shall make their comments in a civil manner.
- 4.2. Personal attacks, obscenity, derogatory or slanderous remarks will not be tolerated.

- 4.3. The Board Chair is responsible for maintaining a respectful environment during public comment sections so that public comments can be heard and considered by the Board of Commissioners.
- 4.4. The Board Chair, therefore, may interrupt or terminate any individual's speaking privilege if the speaker's comments are excessively loud, disruptive, obscene, or otherwise in violation of applicable law.
- 4.5. Further, an individual may be cautioned that a personally directed statement may be slanderous or defaming and that the individual may be liable for his/her statement.
- 4.6. Examples of unacceptable behavior that will not be permitted include, but are not limited to, naming Authority employees and engaging in personal attacks, racial slurs, excessive loudness, calling out, yelling, generally disruptive behavior, attempting to disrupt meeting or inciting others to do so.
- 4.7. The Board Chair or General Counsel may interrupt any speaker or terminate any individual's speaking privilege if the speaker's comments are disruptive or obscene.
- 4.8. An individual may be cautioned that a personally directed statement may be slanderous or defaming and that the individual may be liable for his/her statements.
- 4.9. Disregard for the rules of decorum will not be tolerated.

Cape May County Municipal Utilities Authority

RESOLUTION NO. 16-23

RESOLUTION AUTHORIZING THE APPROVAL OF THE CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY INFORMATION TECHNOLOGY PRACTICE POLICY

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") is a member of the Municipal Excess Liability New Jersey Utility Authorities Joint Insurance Fund ("Fund"); and,

WHEREAS, the Fund has created a cyber risk management framework to assist members in managing cyber risk through the development of a set of minimum technology proficiency standards; and,

WHEREAS, the Fund has made recommendation members adopt, through Resolution, an Information Technology Practice Policy annually; and,

WHEREAS, the CMCMUA desires to approve the "Cape May County Municipal Utilities Authority Information Technology Practice Policy".

NOW, THEREFORE, BE IT RESOLVED that the policy entitled, "Cape May County Municipal Utilities Authority Information Technology Practice Policy" on file with Authority's Office Manager on January 27, 2023, is hereby approved and adopted.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Ms. Saduk						
Mr. Rixey						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 16-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

Cape May County Municipal Utilities Authority Information Technology Practice Policy

Purpose: To establish as policy certain information technology practices. Compliance with established practices will enable the Cape May County Municipal Utilities Authority (“CMCMUA” and/or “Authority”) to claim a reimbursement of a paid insurance deductible in the event the Authority files a claim against the CMCMUA’s Cyber Insurance Policy, currently administered through the New Jersey Utilities Authority Joint Insurance Fund (“NJUA JIF”) and the Municipal Excess Liability Joint Insurance Fund (“MEL JIF”).

A. Technical Operations

1. **System and data back-up practices:** The Authority will implement backup practices that meet the following as a minimum standard, or will implement recommendations of a qualified information technology advisor who, after consideration of the CMCMUA's information technology needs, recommends an alternative, which shall be fully documented.
 - a) Daily incremental backups or the use of standardized system images or virtualized desktops, with at least fourteen (14) days of versioning on off-network devices for data files.
 - b) Weekly off-network full backups of all devices:
 - i. Use of non-versioned, synchronized cloud-based drives are not acceptable as backup solutions. Cloud-based drives used for backup must have a minimum of fourteen (14) days of versioned files.
 - ii. A full backup of non-networked/standalone desk and laptop computers must include all storage drives.
 - c) All backups are spot-checked monthly.
 - d) Consult with third party application providers to ensure their data files are part of a backup practice.
2. **Security and system patching:** all operating and application software shall be updated on a timely basis with latest versions as released, particularly as related to security updates. Outdated or non-supported operating systems and software shall not be used unless there is no practical alternative available, in which case, appropriate steps shall be taken to mitigate potential security threats. System administrators shall coordinate patching with applications maintained or managed by third parties to ensure upgrades will not disable their applications. When upgrades cannot be applied, appropriate action shall be taken to prevent the system or application from security exploitation.
3. **Defensive software** shall be installed and operative on all computing devices as follows:
 - a) For all desktop and laptop devices: antivirus and an enabled firewall;

- b) Mail server: anti-spam and anti-virus filters;
 - c) For network servers that connect to the internet: an active firewall on all open ports, unused ports closed; and anti-virus, anti-malware software running;
 - d) All Microsoft Office applications are set to all downloaded files in "Protected Mode."
4. Server security: all servers are protected from unauthorized access by means of a secured cage, locked cabinet (with sufficient airflow) or other physically secure means to ensure that only authorized users have access to it.
 5. Access privilege controls and policies are in place and maintained to ensure that: 1) users with administrator rights are limited to those that need them; 2) that other users only have access to those services they need for day-to-day activities; 3) that access is removed when it is no longer needed or when an employee separates from service; and 4) access rights are periodically reviewed to ensure compliance.

The Director of Human Resources shall work with the Information Technology Director to ensure that system access needed by new employees is provided on a timely basis, and that notice of termination of employees is provided and acted upon by the Information Technology Director prior to notice provided to the employee.

6. Security Incident response: Appropriately trained staff or contractors are available to support the CMCMUA's technology and to respond timely to security incidents.

B. Employee-based Cyber Security Practices

1. All computer users shall receive annual training of at least one hour in email and website malware identification, password construction, identifying security incidents, and social engineering attacks.
2. Employees are required to use unique passwords or passphrases made up of at least ten (10) characters, changed periodically, but at least every ninety (90) days. Passwords/phrases shall be at least ten (10) alpha-numeric characters, with incidental uppercase and lowercase letters and symbols.
3. Files that contain protected data shall be password protected or be encrypted when the files are stored or transferred to others, regardless of the storage medium or means of transfer. Examples of protected data include: social security numbers, birthdates, driver's license numbers, health insurance numbers, etc. Practices shall include ensuring that more than one employee is aware of the password or passphrase used to encrypt these files.

C. Technology Management Practices

1. The Executive Director and the CMCMUA Board of Commissioners shall ensure that technology policy decisions (i.e., risk assessment, planning, and budgeting) are made with input from staff or advisors that possess appropriate technological expertise. This expertise can consist of any combination of officials, employees, or contractors/consultants, as the Executive Director deems necessary.
2. The Executive Director shall approve and implement a cybersecurity incident response plan to direct staff and guide IT management decision making when a cybersecurity incident takes place.

Cape May County Municipal Utilities Authority

RESOLUTION NO. 17-23

RESOLUTION ADOPTING A CASH MANAGEMENT PLAN FOR THE CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY

WHEREAS, in accordance with the Local Fiscal Affairs Law, N.J.S.A. 40A:5-1 et seq., and in particular N.J.S.A. 40A:5-14, each local unit shall adopt a Cash Management Plan and shall deposit its funds in accordance with that Plan; and,

WHEREAS, pursuant to the regulations of the Local Fiscal Affairs Law, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority"), through the Chief Financial Officer's office, has implemented a written Cash Management Plan ("the Plan"); and,

WHEREAS, Attachment A, entitled "Municipal Note Investment Policy", which sets forth the intent and establishes procedures and requirements the Authority shall follow to purchase New Jersey Municipal Notes, shall be incorporated into and made part of the Plan; and,

WHEREAS, the State of New Jersey requires the annual adoption of Cash Management Plans; and,

WHEREAS, the Authority's Executive Director and Chief Financial Officer recommend approval of the Authority's Cash Management Plan as prepared by the CMCMUA's Chief Financial Officer; and,

WHEREAS, it is the desire of the CMCMUA to approve the proposed Cash Management Plan for the CMCMUA as prepared by its Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED, by the CMCMUA in the County of Cape May and State of New Jersey as follows:

1. The Cash Management Plan for the CMCMUA prepared in accordance with the Local Fiscal Affairs Law, N.J.S.A. 40A:5-1 et seq., by the Chief Financial Officer, and recommended by the Executive Director and Chief Financial Officer in a memorandum dated January 23, 2023, is hereby adopted and approved by the CMCMUA.
2. This Cash Management Plan shall supersede and replace any previously approved Cash Management Plan for the Cape May County Municipal Utilities Authority.
3. A copy of this Resolution shall be transmitted to the CMCMUA's Executive Director and Chief Financial Officer and to each of the Authorized Depositories designated in said Cash Management Plan for their reference and information.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						



I hereby certify the foregoing to be a true and correct copy of Resolution No. 17-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

MEMORANDUM

January 23, 2023

TO: CCMUA AUTHORITY MEMBERS

FROM: Joseph V. Rizzuto, Executive Director 
Robert P. Donato, CPA, Chief Financial Officer 

RE: Cash Management Plan

Pursuant to N.J.S.A. 40A:5-14 et seq., the Authority has duly adopted and has in place a Cash Management Plan. The statute requires the cash management plan be approved annually by the governing body. Attached is the current CCMUA Cash Management Plan, including Attachment A, Municipal Note Investment Policy, prepared by the Authority's Chief Financial Officer and reviewed by the Executive Director.

There are two minor, but related revisions recommended in Attachment A, Municipal Note Investment Policy. In Section IV, Procedures and Requirements, and in Section V, Permissible Investments, we propose to add the phrase "not less than" to clarify the sentences which describe the minimum bond ratings of municipal notes to be considered for investment.

With these revisions, we are recommending the current plan's re-adoption and approval at the Authority's meeting on February 1, 2023.

Please contact Joseph Rizzuto or Robert Donato regarding the enclosed document if you have any questions or comments regarding this matter.

CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY

CASH MANAGEMENT PLAN

I. Introduction

The purpose of this document is to establish a Cash Management Plan for the Cape May County Municipal Utilities Authority (the “Authority” or “CMCMUA”). This plan sets forth the policies, procedures and investment guidelines that will govern the Authority’s investment program. This plan is designed to ensure that the Authority’s funds are invested in interest bearing accounts and other permitted methods of investment, whenever practical. The following shall constitute the Cash Management Plan of the CMCMUA which shall deposit and manage its funds pursuant to this Plan.

II. Scope

It is intended that this plan cover all funds, deposits and investment activities of the Authority. (See Section VII, Section A, for Landfill Closure Escrow Account exception.)

III. Definitions

“Chief Financial Officer” shall mean the Chief Financial Officer of the CMCMUA. In the Chief Financial Officer’s absence, “Chief Financial Officer” shall mean the Treasurer of the CMCMUA.

Fiscal Year shall mean the twelve month period ending December 31.

Cash Management Plan shall mean the plan as approved by Resolution of the CMCMUA.

IV. Delegation of Authority

The Chief Financial Officer of the CMCMUA shall be charged with administering this plan. The Chief Financial Officer shall monitor and review all deposits and investments for consistency with this plan. No person may engage in an investment transaction involving CMCMUA funds except as directed or authorized by the Chief Financial Officer.

V. Ethics and Conflict of Interest

Officers and employees of the CMCMUA involved in the designation of depositories, the authorization of investments, or the selection of entities to sell investments to the CMCMUA shall disclose any material business or personal relationship with that organization to the governing body of the CMCMUA.

VI. Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Officers and employees of the CMCMUA acting in accordance with this plan and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes or the insolvency or closing of any depository. Deviations from expectations shall be reported to the governing body of the CMCMUA by the Chief Financial Officer.

VII. Objectives

The primary objectives, in order of priority, of the CMCMUA's Cash Management Plan shall be:

A. **Safety:** Safety of principal is the foremost objective of the cash management program. The CMCMUA's deposits and investments shall be made in a manner that seeks to ensure preservation of capital in the portfolio. The Chief Financial Officer shall maintain diversity in the CMCMUA's portfolio to the extent necessary to keep the overall risk associated with the default of any one issuer or institution at a minimum. All funds shall be deposited within 48 hours of receipt in accordance with the N.J.S.A. 40A:5-15.

- Custodial Credit Risk Related to Deposits – Custodial Credit Risk is the risk that, in the event of a bank failure, the Authority's deposits might not be recovered. The Authority will minimize Custodial Credit Risk by depositing funds in depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act. (See Section XI, Authorized Depositories.)

Also, the Authority will limit investments to the types of permitted investments as outlined in Section VIII, Permitted Investments. The Authority will obtain necessary documentation from financial institutions, broker/dealers, intermediaries and advisors, as applicable, with which the Authority may transact business, as required in Section VIII.

It is important to note that the Authority's investments in the Landfill Closure Fund are governed by the New Jersey Department of Environmental Protection ("NJDEP"), Sanitary Landfill Closure Escrow Account, Standard Escrow Agreement. This agreement stipulates that the Authority shall have no right to direct the investment of landfill closure escrow account funds; investments shall be directed by the Escrow Agent, subject to NJDEP regulations. Therefore, all investments in the landfill closure escrow account are exempt from the Cash Management Plan.

B. **Liquidity:** The CMCMUA's funds will remain sufficiently liquid to enable the CMCMUA to meet its cash flow requirements. Deposits and investments shall be based on a cash flow analysis prepared by the Chief Financial Officer that is commensurate with the nature and amount of the CMCMUA's various funds. The Chief Financial Officer shall not purchase investments with a maturity date materially longer than the dates on which the funds for which the investments are being purchased are reasonably expected to be expended or otherwise needed.

C. **Return on Investment:** The CMCMUA's funds shall be deposited and invested in a timely fashion after receipt with the objective of attaining a market rate of return consistent with the constraints imposed by its safety objectives and liquidity needs. When depositing funds or purchasing an investment, the Chief Financial Officer shall take into account the costs and fees associated with each deposit or investment in addition to its stated yield in determining its true return. All investments and deposits shall be made on a competitive basis insofar as practicable, although safety and liquidity shall be considered before their expected return.

VIII. Permitted Investments

To the extent permitted by New Jersey statute, the CMCMUA's funds may be invested in the following types of securities.

- A. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
- B. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligations bear a fixed rate of interest not dependent on any index or other external factor.
- C. Bonds or other obligations of the County of Cape May, CMCMUA, or any local units located within the County of Cape May.
- D. Bonds or other obligations not expressly authorized in paragraph I. below, having a maturity date of not more than 397 days from the date of purchase, approved by the Division of Local Government Services of the Department of Community Affairs.
- E. Government money market mutual funds. A "government money market fund" means an investment company or investment trust:
 1. which is registered with the Securities and Exchange commission under the "Investment Company Act of 1940" and operated in accordance with 17 CFR sec. 270.2a-7;
 2. the portfolio of which is limited to U.S. Government Securities that meet the definition of an eligible security pursuant to 17 CFR sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government Securities in which direct investment may be made pursuant to paragraphs (A) and (B) of this section; and
 3. which is rated in the highest category by a nationally recognized statistical rating organization.
- F. Local government investment pools. A "local government investment pool" means an investment pool:
 1. which is managed in accordance with 17 CFR sec. 270.2a-7.;
 2. the portfolio of which is limited to U.S. Government Securities that meet the definition of an eligible security pursuant to 17 CFR sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. government securities in which direct investment may be made pursuant to paragraphs (A) and (B) of this section;
 3. which is rated in the highest category by a nationally recognized statistical rating organization;
 4. which is in compliance with any rules adopted pursuant to the "Administrative Procedure Act" by the Local Finance Board of the Division of Local Government Affairs;

5. which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilizes an index that does not support a stable net asset value; and
6. which purchases and redeems investments directly from the issuer, a government money market mutual fund, or through the use of a national or State bank located within the State of New Jersey, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who maintains primary markets in U.S. Government Securities.

As a local government investment pool, the New Jersey Asset and Rebate Management Program (NJ/ARM) and the MBIA Class Program are allowable investments for the CMCMA.

- G. Deposits with the State of New Jersey Cash Management Fund.
- H. Agreements for the repurchase of fully collateralized securities, if
 1. the underlying securities are permitted investments pursuant to paragraphs (A) and (B) of this section;
 2. the custody of the collateral is transferred to a third party;
 3. the maturity of the agreement is not more than 30 days;
 4. the underlying securities are purchased through a public depository for which a master repurchase agreement providing for the custody and security of collateral is executed.
- I. Notes issued by New Jersey municipalities, counties, fire districts, and boards of education, having a maturity date of not more than 397 days from the date of purchase.
- J. Debt Obligations from the following New Jersey local government entities, not subject to a 397-day maturity limit:
 1. Parking Authorities
 2. Sewerage and Utilities Authorities
 3. County Improvement Authorities
 4. Pollution Control Financing Authority
 5. Water Commissions
 6. Municipal Port Authorities
 7. Municipal Shared Service Energy Authority
 8. Bonds issued pursuant to Local Redevelopment and Housing Law by housing authorities, redevelopment agencies, municipalities, and counties.

The maturity of any investment in these debt obligations must approximate the prospective use of the funds invested.

K. Other investments as are permitted by New Jersey statutes.

IX. Safekeeping, Custody and Payment

Any investment instrument in which the security is not physically held by the CMCMUA shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the CMCMUA and prevent unauthorized use of such investments.

Purchase of investment securities shall be executed by the “delivery versus payment” method to ensure that securities are either received by the CMCMUA or a third party custodian prior to or upon the release of the CMCMUA’s funds.

X. Authorized Broker-Dealers

Any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund shall be purchased and redeemed through the use of a national or State bank located within the State of New Jersey or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years, has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who maintains primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

The registered principal of any security brokerage firm selling securities to the CMCMUA shall be provided with and sign an acknowledgement that the principal has seen and reviewed this Cash Management Plan. With respect to the sale of a government money market mutual fund, the registered principal need only sign an acknowledgment that the government money market mutual fund whose securities are being sold to the CMCMUA meets the criteria of a government money market mutual fund as set forth in Section VIII. E.

XI. Authorized Depositories

The following institutions are designated the official depositories for funds of the CMCMUA:

Bank of America
Beneficial Bank
Capital Bank of New Jersey
1st Bank of Sea Isle City
JP Morgan Chase Bank, N.A.
New Jersey State Cash Management Fund
OceanFirst Bank
PNC Bank, N.A.
Parke Bank
Santander Bank, N.A.
Sturdy Savings Bank
TD Bank, N.A.
US Bank

Wells Fargo Bank, N.A.

No more than 65% of the CMCMUA's funds shall be deposited in any single depository. The CMCMUA shall only deposit funds in institutions holding a certificate of eligibility from the State of New Jersey authorizing the institution to act as a depository for public funds.

The Chief Financial Officer shall request from and maintain a current certificate of eligibility under the Governmental Unit Deposit Protection Act for each eligible depository. The Chief Financial Officer shall not deposit funds with any institution which has failed to provide such certification.

To assure that the CMCMUA is receiving fair and competitive value from its relationships with depositories, the Chief Financial Officer shall undertake, at least annually, a review and analysis of these relationships. The review shall include, but not be limited to, an analysis of balances, fees and charges, services provided, earnings credited and interest rates paid or allowed on all accounts maintained by the CMCMUA.

XII. Reporting Requirements

Investment reports shall be submitted to the governing body after each month end. These reports shall include, at a minimum, the following information:

- all securities purchased or sold since the last report;
- a description of each security purchased, including its credit rating from one of the nationally recognized statistical rating organizations if the security involved is other than a U.S. Government Obligation;
- the book value of each security as of the report date;
- the market value of each security as of the report date;
- the amount of interest income received during the month;
- the amount of fees incurred during the month; and
- the amount of CMCMUA funds held by each authorized organization.

XIII. Annual Review

This Cash Management Plan shall be approved by a majority vote of the governing body of the CMCMUA and may be modified from time to time in order to reflect changes in federal or State law or regulations, or in the designation of depositories, funds or investment instruments.

XIV. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

ATTACHMENT A

Cape May County Municipal Utilities Authority

Municipal Note Investment Policy

I. Statement of Purpose

The Cape May County Municipal Utilities Authority (the “Authority”) Municipal Note Investment Policy (the “Policy”), a supplement to the Authority’s Cash Management Plan, sets forth the intent and establishes procedures and requirements the Authority shall follow to purchase New Jersey Municipal Notes (“Muni Notes”). This Policy is intended to assure that the public funds identified and entrusted to the Authority for investment and used to purchase Muni Notes provides for: the preservation of capital; the safe keeping of assets; the maintenance of the liquidity needed to meet operating requirements; the diversification of the Authority’s investment portfolio; the maximization of interest earnings at the Authority; and the continued stability of value in the Authority’s investment portfolio.

The Authority will follow the rules, procedures and process for the purchase of Muni Notes as outlined in N.J.S.A 40A5-15.1(a)(5) and as outlined in the New Jersey Local Finance Board Notice 2015-18 and as amended 2017-24R and as may be amended in the future.

II. Delegation of Authority

The Chief Financial Officer of the Authority is hereby authorized to purchase, through competitive bid or private placement, Muni Notes for the purpose of investment of Authority Funds. The Chief Financial Officer will act after written authorization from the Executive Director of the Authority and following said authorization shall be relieved of any liability for loss of such moneys due to the insolvency, bankruptcy, or other action of the issuer of the Muni Note which causes a decrease in value of the Muni Note authorized.

III. Identification of Available Funds

The Chief Financial Officer will be responsible for identifying the permissible Authority Funds available for the purchase of Muni Notes. The amount of permissible Authority Funds available for the purchase of Muni Notes will be identified pursuant to the procedures and requirements outlined in this Policy.

The permissible Authority Funds made available for the purchase of Muni Notes will be limited to thirty percent (30%) of the total Authority eligible Funds available for investment. No Authority Funds will be used for the purchase of Muni Note as an investment if, at the time of the Muni Note offering, an authorized depository of the Authority, as identified in the Authority’s Cash Management Plan, has an interest rate greater than the interest rate to be bid for the purchase of the Muni Note. If the depository having an interest rate higher than the interest to be bid is not

accepting new or additional deposits from the Authority, then the depository having the next highest interest rate in to be the interest rate benchmark.

IV. Procedures and Requirements

The Chief Financial Officer will be responsible for the identification of permissible Muni Notes that meet the requirements outlined in this Policy. The Chief Financial Officer may use the resources available to identify a permissible Muni Note including, but not limited to, outside sources, available informational material, Muni Note Notice of Sale(s), the Authority's Financial Advisor, and other Authority professionals with knowledge of the Muni Note market.

The Muni Note can be purchased through either a competitive or private sale. The Chief Financial Officer will follow the instructions presented by the Muni Note issuer in the Notice of Sale or as conveyed by other means for a private sale and provide the necessary bid and corresponding documents required with the bid and purchase. The Chief Financial Officer may use the professional services of the Authority's Financial Advisor and/or Bond Counsel to actuate the purchase of the Muni Note.

The offered interest rate for the purchase of the Muni Note will be representative of the current Muni Note market and under no circumstances, unless authorized by the Chairman or Treasurer of the Authority, be at an interest rate less than the interest rate available in other Authority designated, permissible depositories as included in the Authority's Cash Management Plan.

The Authority will limit the purchase of the Muni Notes to: 1) no more than fifteen percent (15%) of any single issuer; 2) no more than \$2,000,000 for a single Muni Note; 3) no more than ten percent (10%) of the total thirty percent (30%) of the total Authority eligible funds available for investment will be made available for the purchase and investment of Muni Notes that carry not less than an investment grade of Baa/BAA/BAA by Moody's, Standard and Poor's ("S&P") and Fitch respectively and 4) the maturity of the Muni Note purchased can be no greater than 397 days from the day of purchase. When purchasing a Muni Note, the Chief Financial Officer will also consider: the ongoing requirements for the need of Funds for the daily operation of the Authority; budget requirements; the laddering of Muni Note maturities to recognize the need of the Funds and investment earnings for operations; minimizing the interest rate earnings risk associated in a declining interest rate environment; and maximizing the interest rate earnings available in a rising interest rate environment. The Chief Financial Officer will consult with the Authority's Financial Advisor and/or Bond Counsel in assessing current declining/rising interest rate environments.

V. Permissible Investments

Permissible Muni Notes are those that meet the following requirements: 1) The Muni Note must be issued by a local government entity in the State of New Jersey; 2) The Muni Note must have a maturity date of 397 days or less; and 3) The Muni Note must carry a long term credit rating of not less than a Baa/BAA/BAA from at least one of the three (3) major credit rating services (i.e. Moody's, Standard & Poor's (S&P) and/or Fitch, respectively) or determined to be an investment grade credit by the Authority's Financial Advisor. A local government entity is defined as any New Jersey government unit that has the legal ability and authorization to issue Muni Notes.

VI. Reporting Requirements

The Chief Financial Officer will provide a monthly financial report to the Authority that outlines the following information regarding the Authority's Muni Note investment activity: 1) the identification of each Muni Note in the investment portfolio; 2) the amount (size) of Muni Note(s) in the investment portfolio; 3) the earnings of the Muni Note(s) in the investment portfolio; 4) the total amount of Funds invested in Muni Notes in the Authority's investment portfolio; and 5) the total amount available to be invested in Muni Note(s) in the Authority's investment portfolio.

The Chief Financial Officer will provide for the proper accounting of the Muni Note(s) to allow for review, auditing and proper maintenance of the Authority's investment portfolio.

VII. Term of the Policy

This Policy shall be presented to the Authority's Budget Review/Finance Committee for concurrence prior to presentation to the Authority Board of Commissions for approval. The Policy shall remain in full force and effect until such time that: 1) upon recommendation of the Executive Director and/or CFO of the Authority, concurrence by the Authority's Budget Review/Finance Committee, and approval by the Authority Board of Commissioners affirming the action to terminate the Policy or 2) upon action of the State of New Jersey, the New Jersey Department of Community Affairs or other Federal or State government agency(s) to revoke the ability of this Authority to purchase Muni Notes as part of the Authority's Cash Management Plan and investment portfolio.

Cape May County Municipal Utilities Authority

RESOLUTION NO. 18-23

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES – WILDWOOD/LOWER REGION WASTEWATER TREATMENT FACILITY – DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR STRUCTURAL CONCRETE RESTORATIONS (RFP-04-23) TO WISS, JANNEY, ELSTNER ASSOCIATES, INC.

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") has a need for professional engineering services at the Wildwood/Lower Region Wastewater Treatment Facility; and,

WHEREAS, the CMCMUA, on November 3, 2022, advertised a Request for Proposals, RFP-04-23, entitled "Professional Engineering Services – Wildwood/Lower Region Wastewater Treatment Facility – Design and Construction Management Services for Structural Concrete Restorations" ("RFP"); and,

WHEREAS, the Authority received Proposals from one (1) qualified firm; and,

WHEREAS, Wiss, Janney, Elstner Associates, Inc., a firm of professional engineers of the State of New Jersey, submitted a Proposal on December 13, 2022, in response to the Authority's RFP solicited pursuant to the New Jersey Local Unit Pay-to-Play Law (N.J.S.A. 19:44A-20.4 et seq.) to provide said services in accordance with Form A – Engineering Services Fee Summary for CMCMUA of their Proposal; and,

WHEREAS, following evaluation of the Proposals received, Authority Staff has identified Wiss, Janney, Elstner Associates, Inc., 601 Walnut Street, Suite 875W, Philadelphia, PA 19106 as a firm whose Proposal best meets the needs of the CMCMUA and the requirements of RFP-04-23; and,

WHEREAS, Wiss, Janney, Elstner Associates, Inc. has submitted an addendum, dated January 12, 2023, to their proposal to clarify the scope of the consultant's work and to adjust the cost aspect of the proposal as based upon said clarifications; and,

WHEREAS, Wiss, Janney, Elstner Associates, Inc. has warranted that it is ready, willing and able to perform all necessary services, and that it and/or members of its firm hold in good standing all of the necessary licenses for the lawful performance of said services within the State of New Jersey; and,

WHEREAS, the Authority desires to retain the services of Wiss, Janney, Elstner Associates, Inc. for the purpose of providing Professional Engineering Services detailed in the RFP in accordance with the schedule of rates contained in their Proposal; and,

WHEREAS, the Local Public Contracts Law at N.J.S.A. 40A:11-5(1)(a)(i) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids, and the contract itself, must be available for public inspection; and,

WHEREAS, the Authority's Chief Financial Officer will certify that funds are available prior to authorizing each Purchase Order for said services.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority that it hereby awards a Professional Services Contract to Wiss, Janney, Elstner Associates, Inc. to perform Professional Engineering Services in accordance with a Proposal submitted by said firm on December 13, 2022, the provisions therein to be incorporated into a contract to be executed and filed with the Authority's Office Manager.

BE IT FURTHER RESOLVED by the Cape May County Municipal Utilities Authority, a body corporate and politic, as follows:

1. The provisions of the WHEREAS clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Authority's Executive Director, or Deputy Director, is hereby authorized to execute an Agreement with Wiss, Janney, Elstner Associates, Inc., for said services in accordance with Form A – Engineering Services Fee Summary for CMCMUA of their Proposal on file with the Authority's Office Manager in an amount not-to-exceed \$677,600.00.
3. The term of this Agreement shall be for the period from Notice to Proceed until completion of the work as detailed in RFP-04-23.
4. This Contract is awarded without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law, since the Contract involves services performed by persons authorized by law to practice a recognized profession.
5. This Contract is awarded through a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq. of the Local Unit Pay-to-Play Law.
6. A copy of this Resolution, or a notice thereof, shall be published in an official Authority newspaper.
7. The Contract executed by authority of this Resolution will be made available for public inspection.

BE IT FURTHER RESOLVED in accordance with N.J.A.C. 5:30-5.5(b)2, no amount of Professional Engineering Services – Wildwood/Lower Region Wastewater Treatment Facility – Design and Construction Management Services for Structural Concrete Restorations shall be chargeable or certified until such time as they are actually ordered or otherwise called for. Prior to authorizing any work under this Contract, a certification of available funds shall be made by the Authority's Chief Financial Officer upon receipt of a properly executed Purchase Order and said certification shall be attached to the file copy of the Purchase order. Total expenditures under this Contract shall not exceed \$677,600.00.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. **18-23** adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the **1st** day of **February 2023**.

Assistant Corporate Secretary

CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY
CONTRACT FACT SHEET

PROJECT INFORMATION

Project Name: Professional Engineering Services – Wildwood/Lower Region Wastewater Treatment Facility – Design and Construction Management Services for Structural Concrete Restorations

Purpose and Scope of Contract: Per RFP-02-22, field inspections and a condition assessment report were recently completed that presented recommendations for the restoration of various concrete structures within the Wildwood/Lower Region Wastewater Treatment Facility. The purpose of this RFP is to select a consultant to provide design and construction management services so as to implement the recommendations given in the report.

PROCUREMENT INFORMATION

Contract Type: Procurement (Goods and Services) Professional Services
 Construction Non-Professional Services

Contract Number: RFP-04-23 **Term of Contract:** Through the completion of construction **Option to Renew:** No Yes:

Bid Guarantee: No Yes **Consent of Surety:** No Yes

Liquidated Damages: No Yes: Basis:

Engineer's Estimate: \$850,000.00

Advertisement Date: November 3, 2022 **Opening Date:** December 13, 2022

Contract Award Basis: Lowest Responsible Bidder Best Value Cooperative Pricing System
 Highest Ranking Score Negotiated

Recommendation: Award
 Exercise 1 year option to renew under original Contract Terms and Conditions, Option Dates:
Options to Renew remaining:
 Reject, Basis:

CONTRACTOR/VENDOR INFORMATION

Contractor/Vendor: Wiss, Janney, Elstner Associates **Address:** 601 Walnut Street
Suite 875W
Philadelphia, PA 19106

BUDGET INFORMATION

Program: Wastewater Solid Waste Administration

Funding:

Operating Budget Capital SW Building & Site Maintenance SW Equipment Fund

Contract Value, Not-To-Exceed: \$677,600.00

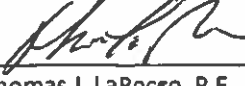
Contract Spending Previous Contract Year: N/A



Kevin W. McGahey, Purchasing Agent Date 1-25-2023




Joshua Palombo, WW Program Manager Date 1/25/23



Thomas J. LaRocco, P.E., Chief Engineer Date 1/17/23



Robert P. Donato, Chief Financial Officer Date 1/25/2023



Joseph V. Rizzuto, Executive Director Date 01/24/23

Cape May County Municipal Utilities Authority

RESOLUTION NO. 19-23

RESOLUTION AUTHORIZING THE CONTINUATION OF CONTRACT SER-37-22 WITH ENVIRONMENTAL PROTECTION AND IMPROVEMENT COMPANY, LLC. – LOADING, HAULING AND DISPOSAL OF DEWATERED BIOSOLIDS FOR VARIOUS CMCMUA FACILITIES PURSUANT TO RESOLUTION NO. 94-22

WHEREAS, on July 13, 2022, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") adopted Resolution No. 94-22 awarding Environmental Protection and Improvement Company, LLC. ("EPIC") Contract SER-37-22 – Loading, Hauling and Disposal of Biosolids for Various CMCMUA Facilities ("Contract"); and,

WHEREAS, said Contract contains an option provision which would permit the Authority and EPIC to continue the Contract for two (2) additional 6-month renewal options; and,

WHEREAS, the Authority is desirous of executing the first 6-month extension of the Contract with EPIC pursuant to N.J.S.A. 40A:11-15 and, therefore, the Authority wishes to continue the Contract;

WHEREAS, compensation to EPIC under the continuation of said Contract authorized by this Resolution will be provided based upon the Unit Price, on a Wet Tons basis, and Allowance contained in the Proposal submitted on June 14, 2022, by EPIC, for said Contract for a total not-to-exceed amount of \$1,447,700.00; and,

WHEREAS, the Authority's Chief Financial Officer will certify that funds are available prior to authorizing each Purchase Order for said services.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority, a body corporate and politic, as follows:

1. The provisions of the WHEREAS Clauses set forth above are herein incorporated by reference and made a part hereof.
2. The term for Contract SER-37-22 is extended through August 15, 2023.
3. The total not-to-exceed budget of \$1,447,700.00 for this extended 6-month term for all services provided by Environmental Protection & Improvement Company, LLC. under Contract SER-37-22 is based upon the Unit Price, on a Wet Ton basis, and Allowance as contained in the Proposal submitted on June 14, 2022, subject to Year 2023 Wastewater Management Program Budget appropriations.
4. The Authority's Chief Financial Officer and/or Purchasing Agent are hereby authorized to execute any necessary documents to complete this authorization.

BE IT FURTHER RESOLVED in accordance with N.J.A.C. 5:30-5.5(b)2, no amount for Loading, Hauling and Disposal of Biosolids for Various CMCMUA Facilities under Contract SER-37-22 shall be chargeable or certified until such time as they are actually ordered or otherwise called for. Prior to authorizing any work under this Contract, a certification of available funds shall be made by the Authority's Chief Financial Officer upon receipt of a properly executed Purchase Order and said certification shall be attached to the file copy of the Purchase Order. Total expenditures under this contract shall not exceed \$1,447,700.00.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 19-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

**CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY
CONTRACT FACT SHEET**

PROJECT INFORMATION

Project Name: Loading, Hauling and Disposal of Dewatered Biosolids for Various CMCMUA Facilities
Purpose and Scope of Contract: The work to be done under this contract includes the furnishing of all labor, materials, equipment, facilities, tools, transportation, supervision, lands and all things necessary to provide mobile (trailer or trailer mounted) approved registered containers and to perform all operations required to haul and dispose of dewatered Biosolids from the CMCMUA's Sludge Transfer Station. This contract is for the hauling and disposal of 10,000 wet tons of dewatered Biosolids on an "if and when directed" basis when the CMCMUA's primary disposal location (ACUA) of Biosolids becomes unavailable. A Work Utilization Plan shall be submitted by the contractor and approved by Wastewater Staff.

PROCUREMENT INFORMATION

Contract Type: Procurement (Goods and Services) Professional Services
 Construction Non-Professional Services

Contract Number: SER-37-22 **Term of Contract:** Six (6) Months **Option to Renew:** No
 Yes: Two (2) – Six (6) month renewal options

Bid Guarantee: No Yes **Consent of Surety:** No Yes

Liquidated Damages: No
 Yes: ,Basis:

Engineer's Estimate: \$2,000,000.00

Advertisement Date: May 27, 2022 **Opening Date:** June 14, 2022

Contract Award Basis: Lowest Responsible Bidder Best Value Cooperative Pricing System
 Highest Ranking Score Negotiated

Recommendation: Award
 Exercise 6-month option to renew under original Contract Terms and Conditions,
Option Dates: February 16, 2023 through August 15, 2023; Options to Renew remaining: 1
 Reject, Basis:

CONTRACTOR/VENDOR INFORMATION

Contractor/Vendor: Environmental Protection & Improvement Company, LLC. **Address:** 227 US Highway 206
Bldg. 1, 2nd Floor
Flanders, NJ 07836


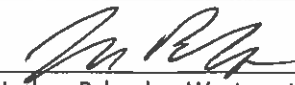
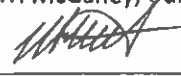
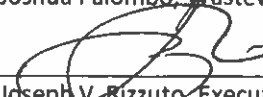
BUDGET INFORMATION

Program: Wastewater Solid Waste Administration

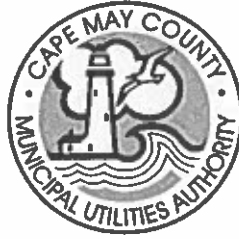
Funding:
 Operating Budget Capital SW Building & Site Maintenance SW Equipment Fund

Contract Value, Not-To-Exceed: \$ 1,447,700.00

Contract Spending Previous Contract Year: \$ 155,141.64

 Kevin W. McGahey, Purchasing Agent	<u>1-25-2023</u> Date	 Joshua Palombo, Wastewater Program Manager	<u>1/25/23</u> Date
 Robert P. Donato, Chief Financial Officer	<u>1/25/2023</u> Date	 Joseph V. Rizzuto, Executive Director	<u>01/24/23</u> Date

Joseph V. Rizzuto, Executive Director



George W. Betts, Chairman
Richard Rixey, Vice Chairman
William G. Burns, Jr.
Patricia A. Callinan
Carol A. Heenan
Zeth Matalucci
Carol L. Saduk

Cape May County Municipal Utilities Authority

1523 Route 9 North, Cape May Court House, NJ 08210
Telephone: (609) 465-9026 • Telefax: (609) 465-9025
www.cmcmua.com

Date: January 19, 2023

Mr. Elliot Pomeranz
Vice President
Environmental Protection & Improvement Co., LLC
227 US Highway 206, Bldg. 1, 2nd Floor
Flanders, NJ 07836
Lakewood, NJ 08701

RE: Contract SER-37-22: Loading, Hauling and Disposal of Dewatered Biosolids for Various CMCMUA Facilities – RENEWAL 1 of Two (2) Six (6) Month Renewal Options

Dear Mr. Pomeranz,

The Cape May County Municipal Utilities Authority (CMCMUA) would like to exercise the option to extend Contract SER-37-22 for an additional six (6) month period subject to the same terms and conditions as the original Agreement; a copy of the original contract is attached hereto for your use and reference.

If in concurrence of same, Environmental Protection & Improvement Co., LLC, will provide Loading, Hauling and Disposal of Dewatered Biosolids for Various CMCMUA Facilities, for an additional six (6) month period, from February 16, 2023 through August 15, 2023, at the same terms and conditions as set forth in the original Agreement, dated August 16, 2022, for a total Contract not to exceed amount of \$1,447,700.00.

Pursuant to New Jersey Public Law 2022, c. 3, "any person or entity that submits a bid or otherwise proposes to enter into or renew a contract..." must complete the enclosed Prohibited Russia-Belarus Activities & Iran Investment Activities certification form. Please complete this form and return it with the original signed copy of this letter.

If you have any questions, please do not hesitate to contact me.

Regards,

CAPE MAY COUNTY
MUNICIPAL UTILITIES AUTHORITY



Kevin W. McGahey, QPA
Purchasing Agent

Concur: Yes No

Elliot Pomeranz

1/21/23

Signature

Date

Elliot Pomeranz

Name (Please Print or Type)

KWM:

Attachment

c: Mr. Joshua Palombo
Mr. Robert P. Donato
Ms. Ann McDevitt

**To be completed, signed and submitted
Prior to Award, or Sooner**

Prohibited Russia-Belarus Activities & Iran Investment Activities

Person or Entity	Environmental Protection and Improvement Company, LLC.
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Part 1: Certification

COMPLETE PART I BY CHECKING ONE OF THE THREE BOXES BELOW

Pursuant to law, any person or entity that is a successful bidder or proposer, or otherwise proposes to enter into or renew a contract, for goods or services must complete the certification below prior to contract award to attest, under penalty of perjury, that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list or Chapter 25 list as a person or entity engaging in prohibited activities in Russia, Belarus or Iran. Before a contract for goods or services can be amended or extended, a person or entity must certify that neither the person or entity, nor any parent entity, subsidiary, or affiliate, is identified on the Department of Treasury's Russia-Belarus list. Both lists are found on Treasury's website at the following web addresses:

<https://www.nj.gov/treasury/administration/pdf/RussiaBelarusEntityList.pdf>
www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf.

As applicable to the type of contract, the above-referenced lists must be reviewed prior to completing the below certification.

A person or entity unable to make the certification must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran. The person or entity must cease engaging in any prohibited activities and provide an updated certification before the contract can be entered into.

If a vendor or contractor is found to be in violation of law, action may be taken as appropriate and as may be provided by law, rule, or contract, including but not limited to imposing sanctions, seeking compliance, recovering damages, declaring the party in default, and seeking debarment or suspension of the party.

CONTRACT AWARDS AND RENEWALS



I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate appears on the N.J. Department of Treasury's lists of entities engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3 or in investment activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

**To be completed, signed and submitted
Prior to Award, or Sooner**

CONTRACT AMENDMENTS AND EXTENSIONS

I certify, pursuant to law, that neither the person or entity listed above, nor any parent entity, subsidiary, or affiliate is listed on the N.J. Department of the Treasury's lists of entities determined to be engaged in prohibited activities in Russia or Belarus pursuant to P.L. 2022, c. 3. I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. (Skip Part 2 and sign and complete the Certification below.)

IF UNABLE TO CERTIFY

I am unable to certify as above because the person or entity and/or a parent entity, subsidiary, or affiliate is listed on the Department's Russia-Belarus list and/or Chapter 25 Iran list. I will provide a detailed, accurate, and precise description of the activities as directed in Part 2 below, and sign and complete the Certification below. Failure to provide such will prevent the award of the contract to the person or entity, and appropriate penalties, fines, and/or sanctions will be assessed as provided by law.

Part 2: Additional Information

PLEASE PROVIDE FURTHER INFORMATION RELATED TO PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS AND/OR INVESTMENT ACTIVITIES IN IRAN.

You must provide a detailed, accurate, and precise description of the activities of the person or entity, or of a parent entity, subsidiary, or affiliate, engaging in prohibited activities in Russia or Belarus and/or investment activities in Iran in the space below and, if needed, on additional sheets provided by you.

**To be completed, signed and submitted
Prior to Award, or Sooner**

Part 3: Certification of True and Complete Information

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments there, to the best of my knowledge, are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity.

I acknowledge that the Cape May County Municipal Utilities Authority ("CMCMUA") is relying on the information contained herein and hereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the CMCMUA to notify the CMCMUA in writing of any changes to the answers of information contained herein.

I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the CMCMUA and that the CMCMUA at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print)	Elliot Pomeranz	Title	Vice President, Synagro Rail (EPIC)
Signature	<i>Elliot Pomeranz</i>	Date	1/21/23

Cape May County Municipal Utilities Authority

RESOLUTION NO. 20-23

**RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER NO. 1 TO
CONTRACT TS-21-22 – TRANSFER STATION MIDDLE BAY FLOOR AND PUSHWALL
REHABILITATION WITH FRED M. SCHIAVONE CONSTRUCTION INC.**

BE IT RESOLVED by the Members of the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") that the following Change Order, recommended by the CMCMUA's Chief Engineer, regarding Contract TS-21-22 – Transfer Station Middle Bay Floor and Pushwall Rehabilitation with Fred M. Schiavone Construction Inc. is hereby approved:

A. Change Order No. 1

Net Change in Contract Amount: Decrease total amount by \$15,000.00

Work Involved: This Change Order represents a decrease in the total Contract Amount to account for allowance money that was not necessary.

Impact on Contract Schedule: No Change

BE IT FURTHER RESOLVED, that the Authority's Executive Director or Deputy Director are authorized to execute any documents necessary to complete this authorization.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns						
Ms. Callinan						
Ms. Heenan						
Mr. Matalucci						
Mr. Rixey						
Ms. Saduk						
Mr. Betts						

I hereby certify the foregoing to be a true and correct copy of Resolution No. 20-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 1st day of February 2023.

Assistant Corporate Secretary

**CAPE MAY COUNTY MUNICIPAL UTILITIES AUTHORITY
CONTRACT CHANGE ORDER FACT SHEET**

PROJECT INFORMATION

Program: Wastewater Solid Waste Administration
Funding: Operating Budget Capital SW Building & Site Maintenance SW Equipment Fund
Project Name/Contract Number: Transfer Station Middle Bay Floor and Pushwall Rehabilitation (TS-21-22)
Original Purpose and Scope of Contract: The purpose of this contract is to rehabilitate the middle bay tipping floor and areas of the pushwall that have been worn and damaged due to daily use.

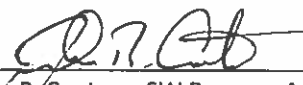
CONTRACTOR/VENDOR INFORMATION

Contractor/Vendor: Fred M. Schiavone Construction Inc. **Address:** 2057 Tuckahoe Road Franklinville, NJ 08322


CHANGE ORDER INFORMATION

Change Order Number: Change Order No. 1 & Final
Change Order Scope: This Change Order decreases the Contract amount by \$15,000.00 from \$182,000.00 to \$167,000.00.
Change Order Description: Pay Item No. 7: Allowance for Unforeseen Conditions in the amount of \$15,000.00 has been deleted.
Original Contract Value: \$182,000.00
Value of this Change Order: (\$15,000.00)
Cumulative Change Order Value, including this Change Order: (\$15,000.00)
New Contract Value, including this Change Order: \$167,000.00
Contract Completion Date Prior to this Change Order: February 18, 2023
Time Extension, this Change Order: 0 calendar days
Total Change Order Contract Time Extension: 0 calendar days
Contract Completion Date After this Change Order: February 18, 2023
Cumulative Change Order % of Original Contract: -(8.2%)


 _____ / 1-25-2023
 Kevin McGahey, Purchasing Agent Date


 _____ / 1/24/2022
 John R. Conturo, SW Program Manager Date


 _____ / 1/25/2023
 Robert P. Donato, Chief Financial Officer Date


 _____ / 1/24/2023
 Thomas J. LaRocco, Chief Engineer Date


 _____ / 01/24/23
 Joseph V. Rizzuto, Executive Director Date

CHANGE ORDER

Cape May County MUA Contract TS-21-22 Change Order No. 1

The CONTRACTOR is hereby directed to make the following changes in this contract.

1. SCOPE OF WORK:

This Change Order decreases the Contract amount by \$15,000.00 from \$182,000.00 to \$167,000.00.

2. REASON FOR THIS CHANGE ORDER:

Pay Item No. 7 – Allowance for Unforeseen Conditions in the amount of \$15,000.00 has been deleted.

3. REFERENCES:

Contractor's statement dated January 23, 2023, attached.

4. CONTRACT AMOUNT:

Contract Amount Prior to this Change Order:	\$ 182,000.00
(Increase) <u>(Decrease)</u> Lump Sum Dollars:	\$ -15,000.00
New Contract Amount Including this Change Order.	<u>\$ 167,000.00</u>

5. CONTRACT TIME:

Contract Completion Date Prior to this Change Order:	February 18, 2023
(Increase) (Decrease) Calendar Days:	0 Calendar Days
New Contract Completion Date Including this Change Order:	<u>February 18, 2023</u>

This change order constitutes full mutual accord and satisfaction for all costs related directly or indirectly to this change. By acceptance of this change order, the Contractor hereby acknowledges and agrees that the change order represents the total equitable adjustment owed under the Contract, and further agrees to waive all right, without reservation or exception, to file any further claim or request for change arising out of or as a result of this change order or the cumulative impact of changes on the Contract. Except as hereby modified, all terms and conditions of the contract remain unchanged and in full force and effect.

CONTRACTOR/ ADDRESS:
Fred M. Schiavone Construction Inc.
2057 Tuckahoe Road
Franklinville, NJ 08322

OWNER/ADDRESS:
Cape May County MUA
1523 Route 9 North
Cape May Court House, NJ 08210

RECOMMENDED:
Cape May County MUA
1523 Route 9 North
Cape May Court House, NJ 08210

BY: _____
DATE: _____

BY: _____
DATE: _____

BY: _____
DATE: _____



P.O. Box 416
 Malaga, NJ 08328
 Ph 856-697-4558, Fax 856-697-9612

January 23, 2023

Cape May County MUA
 Composting Utility Consolidation
 98 Shelter Road
 Cape May Courthouse, NJ 08210

Attn: George Hann

Re: Contingency Allowance Request #1 Credit for Unused Allowance

Item Number:					Item Credit:			(\$15,000.00)
	Description:	Credit for Unused Allowance			Credit			(\$15,000.00)
Quantity:		1.00			Labor Cost			\$0.00
Unit:		LS			Equipment Cost			\$0.00
Unit Cost		(\$15,000.00)			Labor Hours			0.00
					Equipment Days			0.00
					SubContracting			\$0.00
CREDIT	Description	Unit	Qty	Unit Cost	Sales Tax	Shipping	Extended Cost	
1	Line Item #7 Allowance	ls	1.00	\$ (15,000.00)	\$ -	\$ -	\$ (15,000.00)	
					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
		TOTALS			\$ -	\$ -	\$ (15,000.00)	
		TOTALS	0.0		\$ -	\$ -	\$ -	

	Total Cost	10 % Overhead & 10% Profit		Cost + OH + Profit
CREDIT	(\$15,000.00)	\$0.00		(\$15,000.00)

Total Net Credit Change Order # 8	(\$15,000.00)
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Notes:

Respectfully Submitted,
 Fred M. Schiavone Jr.
 Fred M. Schiavone
 Construction, Inc.

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Include Non-Budgeted: Y

Open: N Paid: Y Void: N
 Rcvd: N Held: N Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Paid Date Range: 01/19/23 to 02/01/23
 Prior Year Only: N

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
M2200063	01/13/22	SCALF005 SCALFO ELECTRIC	SM-04-21 SCADA Construction	Open	155,254.28	0.00	
M2200135	01/18/22	XEROX010 XEROX CORPORATION - LEASE	XEROX COPIERS	Open	551.51	0.00	
M2200184	01/20/22	UNIFI005 UNIFIRST CORPORATION	UNIFORMS FOR 2022	Open	403.78	0.00	
M2200193	01/20/22	FOLEY005 FOLEY, INC.	12 month rental of Cat.336CG	Open	11,969.00	0.00	
M2200217	01/24/22	UNIFI005 UNIFIRST CORPORATION	UNIFORM SERVICE FOR LANDFILL	Open	763.20	0.00	
M2200218	01/24/22	UNIFI005 UNIFIRST CORPORATION	UNIFORM SERVICE FOR TS	Open	440.82	0.00	
M2200219	01/24/22	SPRIN010 CRYSTAL SPRINGS	DRINKING WATER FOR LF AND TS	Open	193.81	0.00	
M2200221	01/24/22	EUROF005 EUROFINS ENV TESTING PHILA LLC	2022 NJDES TESTING AT LANDFILL	Open	1,733.00	0.00	C
		Contract No: C2200004					
M2200222	01/24/22	CASAR005 CASA REPORTING SERVICES, LLC	Affordable Care Act (ACA) 2022	Open	480.00	0.00	
M2200236	01/25/22	UNIFI005 UNIFIRST CORPORATION	ANNUAL UNIFORM SERVICE	Open	1,066.81	0.00	
M2200299	01/31/22	PITNE005 PITNEY BOWES, INC.	POSTAGE METER	Open	331.45	0.00	
M2200330	02/02/22	BUCHA005 BUCHART HORN, INC.	CONSTRUCTION PHASE SERVICES	Open	3,059.75	0.00	C
		Contract No: C2200005					
M2200344	02/03/22	UNIFI005 UNIFIRST CORPORATION	YEARLY UNIFORM RENTAL	Open	529.88	0.00	
M2200345	02/03/22	UNIFI005 UNIFIRST CORPORATION	ANNUAL UNIFORM SERVICE	Open	94.40	0.00	
M2200613	02/22/22	MOTTM005 MOTT MACDONALD GROUP, LLC	RFP-33-21 SHARED CONVEYANCE	Open	51,914.72	0.00	
M2200658	02/25/22	SPRIN010 CRYSTAL SPRINGS	DISTILLED WATER FOR LAB	Open	70.00	0.00	
M2200766	03/08/22	ATLAN205 ATLANTICARE PHYSICIAN GROUP	DOT CDL Recertification Exams	Open	300.00	0.00	
M2200799	03/10/22	PHARM005 PHARMA-CARE INC.	Medication Safety Evaluation	Open	24.00	0.00	
M2200888	03/17/22	UNITE050 UNITED ELECTRIC	NPW VFDS (SCADA)	Open	9,354.96	0.00	C
		Contract No: C2100021					
M2200944	03/22/22	BUCHA005 BUCHART HORN, INC.	PS CONTROL PANEL DESIGNS	Open	4,746.50	0.00	C
		Contract No: C2200005					
M2201272	05/03/22	JBOLT005 J-BOLTS INDUSTRIAL SUPPLIES	MISC GAS PLAN SUPPLIES	Open	188.54	0.00	
M2201584	06/06/22	CTR00005 JERSEY CAPE DIAG. TRAIN. CTR.	LITTER CONTROL SERVICES	Open	3,633.75	0.00	C
		Contract No: C2200027					
M2201615	06/09/22	FMGEN005 FM GENERATOR, INC.	Heat Exchanger Repair - SM Gen	Open	37,995.00	0.00	
M2201660	06/13/22	APPLI015 APPLIED INDUSTRIAL TECH.	REPLACE PIPE SUPPORTS	Open	539.67	0.00	
M2201714	06/17/22	ATLAN205 ATLANTICARE PHYSICIAN GROUP	PreEmployment DOT Physicals	Open	387.00	0.00	
M2201838	07/01/22	FMGEN005 FM GENERATOR, INC.	Heat Exchanger Repair - SM Gen	Open	23,565.20	0.00	
M2201924	07/12/22	MULTI015 MULTI-TEMP MECHANICAL, INC.	ADMIN CONDENSING UNIT	Open	13,197.00	0.00	C
		Contract No: C2200002					
M2202298	08/22/22	WASTE045 WASTE MANAGEMENT OF NJ, INC.	TRASH DISPOSAL SERVICES	Open	67.99	0.00	
M2202348	08/24/22	BUCHA005 BUCHART HORN, INC.	CONTROL PANEL UPGRADES	Open	4,302.00	0.00	C
		Contract No: C2200005					
M2202465	09/08/22	FREDM005 FRED M SCHIAVONE CONSTRUCTION	TIP FLOOR & PUSH WALL REHAB	Open	22,540.00	0.00	
M2202656	09/29/22	SHIIN005 SHI INTERNATIONAL CORP.	OC CERAGON REPAIR	Open	4,407.58	0.00	
M2202702	10/05/22	BILLO005 BILLOWS ELECTRIC	BALLASTS AND LAMPS PC SHOPS	Open	166.40	0.00	
M2202717	10/05/22	JESCO005 JESCO, INC.	EM-05 & D-07 PARTS	Open	272.84	0.00	C
		Contract No: C2200021					
M2202733	10/06/22	SNAP0005 SNAP-ON INDUSTRIAL	REPAIR 2, 3/4 DRIVE AIR GUNS	Open	550.00	0.00	
M2202772	10/12/22	KEERE005 KEER ELECTRICAL SUPPLY CO.	SEALTITE CONNECTORS - RBC	Open	1,635.75	0.00	
M2202813	10/19/22	COURI005 COURIER POST	IT JOB ADVERTISEMENT	Open	677.90	0.00	
M2202846	10/24/22	BUCHA005 BUCHART HORN, INC.	RFP-53-21-Task #5	Open	3,813.72	0.00	C
		Contract No: C2200005					
M2202849	10/24/22	SHIIN005 SHI INTERNATIONAL CORP.	GEOLOGIC GPS SYSTEM	Open	44,487.76	0.00	
M2202873	10/26/22	IDEXX005 IDEXX DISTRIBUTION INC.	Laboratory Supplies	Open	2,159.66	0.00	
M2202946	11/04/22	PEMBE005 PEMBERTON ELEC. SUPPLY CO. LLC	ENCLOSED FLARE FIRE EYE	Open	2,161.19	0.00	

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
M2202956	11/07/22	LEEWA005 LEE-WAY ELECTRICAL LLC. Contract No: C2200001	WELL PUMP POWER INSTALLATION	Open	5,960.92	0.00	C
M2202980	11/09/22	COURI005 COURIER POST	EMPLOYEMENT AD	Open	672.50	0.00	
M2202993	11/10/22	APPLI015 APPLIED INDUSTRIAL TECH.	Gen cooling water valve parts	Open	1,057.59	0.00	
M2203001	11/10/22	GRAIN005 GRAINGER INC.	BUBBLER CABINET COMPONENTS	Open	12,384.25	0.00	
M2203002	11/10/22	GRAIN005 GRAINGER INC.	BUBBLER CABINET COMPONENTS	Open	2,629.52	0.00	
M2203011	11/14/22	GRAIN005 GRAINGER INC.	Various Plant Needs	Open	1,887.13	0.00	
M2203124	11/28/22	FLEET020 FLEET PUMP & SERVICE GROUP	WEMCO PUMP PARTS	Open	710.00	0.00	
M2203139	11/29/22	LOWES005 LOWE'S COMMERCIAL SERVICES	MISC INSULATION SUPPLIES	Open	289.50	0.00	
M2203142	11/29/22	GRAIN005 GRAINGER INC.	TS MISC. SUPPLIES	Open	424.52	0.00	
M2203267	12/14/22	UNITE055 UNI-TECH DRILLING, INC	WELL PUMP INSTALLATION	Open	850.00	0.00	
M2203268	12/14/22	HOFFM010 HOFFMAN EQUIPMENT CO.	EM-04 REPAIR PARTS	Open	3,300.21	0.00	
M2203283	12/15/22	APPLI015 APPLIED INDUSTRIAL TECH.	POWER SUPPLY RFP	Open	854.02	0.00	
M2203309	12/21/22	AMCSG005 AMCS GROUP INC.	PC SCALE SOFTWARE MAINT	Open	3,179.56	0.00	
M2203320	01/01/23	MULTI015 MULTI-TEMP MECHANICAL, INC. Contract No: C2200002	ADDL WORK TO REPAIR BOILER	Open	12,516.23	0.00	C
M2203325	12/31/22	PRESS005 THE PRESS/CATAMARAN	Fall HHW Day ad	Open	898.00	0.00	
M2203326	12/31/22	PEDRO005 PEDRONI FUEL CO.	NO LEAD GAS LANDFILL	Open	1,179.61	0.00	
M2203327	12/31/22	TAYLO035 TAYLOR OIL CO., INC.	DIESEL FUEL L/F IPF & T/S	Open	5,951.79	0.00	
M2203331	01/05/23	LAFAY005 LAFAYETTE UTILITY CONSTRUCTION Contract No: C2200003	IPF EMERGENCY WATERLINE REPAIR	Open	2,660.50	0.00	C
M2203333	12/31/22	PEDRO005 PEDRONI FUEL CO.	UNLEADED GAS 12/18/22 580366	Open	2,746.15	0.00	
M2203335	12/31/22	KEENC005 KEEN COMPRESSED GAS CO.	GAS CYLINDERS & TANK RENTALS	Open	81.44	0.00	
M2203339	12/31/22	RECOV020 INTERSTATE REFRIGERANT RECOVER	CFC SERVICE SLF AND TS	Open	3,720.00	0.00	
M2203340	12/31/22	SPRAG005 SPRAGUE OPERATING RESOURCES	DIESEL FUEL INV 73632	Open	6,323.00	0.00	
M2203344	12/31/22	NAPA0005 SEAVILLE NAPA	DEF FOR D-09 PICK-UP SLIP	Open	42.00	0.00	
M2203345	12/31/22	SPRAG005 SPRAGUE OPERATING RESOURCES	DIESEL FUEL LANDFILL	Open	16,604.87	0.00	
M2203346	12/31/22	TAYLO035 TAYLOR OIL CO., INC.	DIESEL FUEL SHOP IPF T/S	Open	3,617.34	0.00	
M2203348	12/31/22	COVAN005 COVANTA HOLDING CORP	Electronics Recycling OC	Open	141.90	0.00	
M2203349	01/20/23	BUCHA005 BUCHART HORN, INC. Contract No: C2200005	RFP-53-21 Task #6	Open	832.00	0.00	C
M2203350	12/31/22	COMCA015 COMCAST BUSINESS COMMUNICATION	COMCAST DR CONNECTION	Open	1,691.73	0.00	
M2203351	01/25/23	EUROF005 EUROFINS ENV TESTING PHILA LLC Contract No: C2200022	lab testing	Open	855.00	0.00	C
M2203352	01/25/23	GARDE055 GARDEN STATE LABORATORY Contract No: C2200063	LAB TESTING	Open	410.00	0.00	C
M2203353	01/25/23	EUROF005 EUROFINS ENV TESTING PHILA LLC Contract No: C2200022	LAB TESTING	Open	2,640.00	0.00	C
M2203354	12/31/22	LOWES005 LOWE'S COMMERCIAL SERVICES	WW CLAIRFER PROJECT	Open	31.72	0.00	
M2300001	01/03/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE - WILDWOOD	Open	9,057.66	0.00	C
M2300003	01/04/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE	Open	8,951.26	0.00	C
M2300004	01/04/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE	Open	9,110.22	0.00	C
M2300005	01/04/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE - OC	Open	8,999.62	0.00	C
M2300006	01/04/23	HYDRO020 HYDROSIL INTERNATIONAL LIMIT.	TS DUSTCAT MEDIA TESTING	Open	1,035.00	0.00	
M2300008	01/04/23	KEENC005 KEEN COMPRESSED GAS CO.	COMPRESSED TANK RENTALS	Open	174.00	0.00	
M2300009	01/04/23	SOILC005 SOIL CONTROL LAB	ANALYSIS OF CLASS B/C PRODUCTS	Open	698.00	0.00	
M2300014	01/05/23	TARPO005 TARPOMATIC, INC.	REPLACEMENT TARP FOR LANDFILL	Open	6,340.00	0.00	
M2300020	01/05/23	WBMA005 W.B. MASON CO. INC.	OFFICE SUPPLIES-PAPER PRODUCTS	Open	549.69	0.00	
M2300079	01/05/23	GRUBE005 GRUBER POWER SERVICE	BATTERY	Open	538.12	0.00	
M2300080	01/05/23	NAPA0005 SEAVILLE NAPA	BATTERY FOR GMC SIERRA 2500	Open	120.54	0.00	

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
M2300081	01/05/23	NAPA0005 SEAVILLE NAPA	LIT ID BAR	Open	164.08	0.00	
M2300087	01/09/23	EAGLE005 EAGLE TRUCK EQUIP. INC..	HOIST UP SWITCH	Open	173.67	0.00	
M2300090	01/09/23	NAPA0005 SEAVILLE NAPA	TS MISC SUPPLIES	Open	197.20	0.00	
M2300091	01/09/23	TREAS020 TREASURER, STATE OF NEW JERSEY	physical connection permit	Open	200.00	0.00	
M2300098	01/09/23	KEENC005 KEEN COMPRESSED GAS CO.	YEARLY GAS CYLINDER LEASES	Open	1,041.00	0.00	
M2300100	01/09/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE - WILDWOOD	Open	9,033.75	0.00	C
M2300102	01/09/23	GRAIN005 GRAINGER INC.	CLARIFIER JOB - PIPE FLANGE	Open	250.53	0.00	
M2300108	01/10/23	NAPA0005 SEAVILLE NAPA	BRAKES FOR PC ELECTRIC VAN	Open	817.80	0.00	
M2300111	01/11/23	CASAP005 CASA PAYROLL SERVICE	Payroll Services Contract 1 Yr	Open	2,703.00	0.00	
M2300123	01/11/23	NAPA0005 SEAVILLE NAPA	PARTS FOR PC-3/GMC	Open	231.04	0.00	
M2300128	01/12/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE - OC	Open	9,181.76	0.00	C
M2300129	01/12/23	KUEHN005 KUEHNE CHEMICAL CO. INC. Contract No: C2200060	SODIUM HYPOCHLORITE - CM	Open	9,090.33	0.00	C
M2300135	01/13/23	NJWEA035 NJWEA - SOUTH SECTION	NJWEA MEETING REGISTRATION	Open	80.00	0.00	
M2300146	01/13/23	LAWSO005 LAWSON PRODUCTS, INC.	SHOP SUPPLIES	Open	896.42	0.00	
M2300165	01/18/23	APPLI015 APPLIED INDUSTRIAL TECH.	REPLACEMENT LADDERS	Open	3,092.27	0.00	
M2300167	01/18/23	CWMIL005 CW MILL EQUIPMENT CO. INC.	Hogzilla HTC 1464T	Open	1,239,000.00	0.00	
M2300171	01/19/23	SHERW025 SHERWOOD LOCK & KEY	LOCKSMITH SERVICES	Open	161.50	0.00	
M2300199	01/23/23	GARDN005 GARDNER TRUE VALUE	POWER CORDS	Open	34.98	0.00	
M2300226	01/25/23	TREAS145 TREASURER, STATE OF N.J., DCA	LIFE HAZAED FEE - TS	Open	257.00	0.00	
V2201048	12/31/22	WASTE005 CMCMA SOLID WASTE	DISPOSAL FEES	Open	3,637.99	0.00	
V2201049	12/31/22	SOUTH060 SOUTH JERSEY GAS	UTILITIES	Open	83.90	0.00	
V2201050	12/31/22	CITY0025 CITY OF WILDWOOD WATER UTILITY	UTILITIES	Open	581.50	0.00	
V2201051	12/31/22	ATLAN140 ATLANTIC CITY ELECTRIC	UTILITIES	Open	3,284.97	0.00	
V2201052	12/31/22	DEPAR015 DEPARTMENT OF THE TREASURY	FICA TAXES & FED INCOME TAX	Open	63.31	0.00	
V2201054	12/31/22	CITY0025 CITY OF WILDWOOD WATER UTILITY	UTILITIES	Open	2,290.10	0.00	
V2201055	12/31/22	BOROU035 BOROUGH OF CAPE MAY POINT	UTILITIES	Open	111.10	0.00	
V2201056	12/31/22	STATE030 STATE OF NEW JERSEY	NJ EMPLOYEE TAX 4thQTR 2022	Open	12,381.93	0.00	
V2201057	12/31/22	SOUTH060 SOUTH JERSEY GAS	UTILITIES	Open	8,304.40	0.00	
V2300033	01/17/23	UNITE025 UNITED PARCEL SERVICE	POSTAGE	Open	25.55	0.00	
V2300034	01/17/23	ATLAN140 ATLANTIC CITY ELECTRIC	UTILITIES	Open	1,618.07	0.00	
V2300035	01/17/23	TOWNS035 TOWNSHIP OF MIDDLE	HCB/BONUS TONS OWED 2022	Open	80,615.21	0.00	
V2300036	01/20/23	ATLAN140 ATLANTIC CITY ELECTRIC	UTILITIES	Open	8,032.14	0.00	
V2300037	01/20/23	SOUTH060 SOUTH JERSEY GAS	UTILITIES	Open	13,681.90	0.00	
V2300038	01/23/23	UNITE025 UNITED PARCEL SERVICE	POSTAGE	Open	15.20	0.00	
V2300039	01/24/23	TDWEA005 TD WEALTH MANAGEMENT	2023 TRUSTEE ADMIN FEE	Open	7,000.00	0.00	
V2300040	01/24/23	ABCOP005 ABCO PUBLIC EMPLOYEES	CREDIT UNION	Open	1,200.26	0.00	
V2300041	01/24/23	NATIO045 NATIONWIDE RETIREMENT SOLUTION	DEFERRED COMPENSATION W/H	Open	16,303.85	0.00	
V2300042	01/24/23	NEWJE050 NEW JERSEY FAMILY SUPPORT	GARNISHMENTS	Open	870.00	0.00	
V2300043	01/24/23	ISABE005 ISABEL C.BALBOA, CHAPTER 13 TR	CASE NUMBER 18-28741	Open	463.50	0.00	
V2300044	01/24/23	HEALT005 HEALTH EQUITY	EMPLOYEE HEALTH SAVINGS ACCTS.	Open	1,629.20	0.00	
V2300045	01/24/23	DUES0005 TEAMSTERS LOCAL 331 DUES	UNION DUES	Open	2,999.00	0.00	
V2300046	01/24/23	POLIT005 TEAMSTERS LOCAL 331 POLITICAL	POLITICAL ACTION FUND	Open	18.00	0.00	
V2300047	01/24/23	SOCIA005 TEAMSTERS LOCAL 331 SOCIAL	UNION SOCIAL FUND	Open	5.00	0.00	
V2300048	01/24/23	UNUMP005 UNUM/PROVIDENT LIFE & ACCIDENT	INSURANCE W/H	Open	647.82	0.00	
V2300049	01/24/23	AFLAC005 AFLAC US	INSURANCE W/H	Open	3,269.65	0.00	
V2300050	01/24/23	DEPAR015 DEPARTMENT OF THE TREASURY	FICA TAXES & FED INCOME TAX	Open	110,784.27	0.00	
V2300051	01/24/23	NJDIV015 NJ DIVISION OF TAXATION	STATE INCOME TAX	Open	17,855.13	0.00	
V2300052	01/24/23	CAPEM055 CAPE MAY COUNTY MUA	ADJUSTED PAYROLL CMCMA	Open	261,830.49	0.00	
V2300053	01/24/23	NJDIV010 NJ DIVISION OF PENSIONS	PENSION W/H	Open	92,104.40	0.00	
V2300054	01/25/23	ATLAN140 ATLANTIC CITY ELECTRIC	UTILITIES	Open	6,741.32	0.00	
V2300055	01/25/23	NJAME005 NJ AMERICAN WATER COMPANY	UTILITIES	Open	57.89	0.00	

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
V2300056	01/25/23	ATLAN140 ATLANTIC CITY ELECTRIC	UTILITIES ACCT #926 JAN	Open	26.89	0.00	
V2300057	01/25/23	STATE110 STATE OF NEW JERSEY	HEALTH INSURANCE-FEBRUARY 2023	Open	101,571.95	0.00	
V2300058	01/25/23	STATE110 STATE OF NEW JERSEY	HEALTH INSURANCE-FEBRUARY 2023	Open	306,766.66	0.00	
V2300059	01/25/23	ENTER020 ENTERPRISE FM TRUST	VEHICLE LEASE- SW ENFORCEMENT	Open	355.02	0.00	
V2300060	01/25/23	ENTER020 ENTERPRISE FM TRUST	VEHICLE LEASE-ADMINISTRATION	Open	4,854.64	0.00	
V2300061	01/25/23	ENTER020 ENTERPRISE FM TRUST	VEHICLE LEASE- WASTEWATER	Open	5,573.04	0.00	
V2300062	01/26/23	UNITE135 UNITED HEALTHCARE INSURANCE CO	Health Insur. Vision FEB 2023	Open	1,698.70	0.00	
V2300064	01/26/23	PITNE010 PITNEY BOWES BANK INC RESERVE	POSTAGE METER REPLISHMENT	Open	1,000.00	0.00	
Total Purchase Orders: 142 Total P.O. Line Items: 0 Total List Amount: 2,909,708.21 Total Void Amount: 0.00							

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
ADMINISTRATION	2-100	6,597.72	0.00	10,359.10	16,956.82
WASTEWATER OPERATIONS	2-200	57,731.26	0.00	0.00	57,731.26
SOLID WASTE OPERATIONS	2-300	115,968.57	0.00	0.00	115,968.57
SOLID WASTE PROJECT	2-400	31,588.50	0.00	0.00	31,588.50
RENEWAL & REPLACEMENT	2-720	315,667.87	0.00	0.00	315,667.87
Year Total:		527,553.92	0.00	10,359.10	537,913.02
ADMINISTRATION	3-100	924,613.91	0.00	12,290.92	936,904.83
WASTEWATER OPERATIONS	3-200	104,229.07	0.00	0.00	104,229.07
SOLID WASTE OPERATIONS	3-300	11,046.08	0.00	80,615.21	91,661.29
SOLID WASTE PROJECT	3-400	1,239,000.00	0.00	0.00	1,239,000.00
Year Total:		2,278,889.06	0.00	92,906.13	2,371,795.19
Total of All Funds:		2,806,442.98	0.00	103,265.23	2,909,708.21

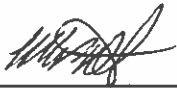
Cape May County Municipal Utilities Authority

CERTIFICATION OF FUNDS:

I hereby certify that funds are available for payment of vouchers on the Cape May County Municipal Utilities Authority's Vouchers Listing:

- Administration
- Wastewater Operations
- Wastewater Project
- Solid Waste Operations
- Solid Waste Project

all said Vouchers Lists dated February 1, 2023.



Robert P. Donato, CPA
Chief Financial Officer