

October 01, 2019

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, October 01, 2019 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 7:07 PM by Fred Vogel.

Pledge of Allegiance/Salute to the Flag
The Open Public Meetings Act was read.

Roll Call: Fred Vogel Chairman
Jorge Cardenas Vice- Chairman
George Schoenrock Secretary
Raymond Spellmeyer Commissioner
Dominic Manderano Commissioner

Also Present: John Napolitano, Counsel; Glenn Beckmeyer, Beckmeyer Engineering; Brian Bigler: Executive Director; Laurie Purcell, Administrative Assistant

The minutes of the September 03, 2019 meeting were approved on a motion made by J. Cardenas, second by R. Spellmeyer. All in favor: 5-0-0.

The Voucher List was moved on a motion made by F. Vogel, seconded by J. Cardenas.

Voucher List as follows:



Voucher List for Meeting of Oct. 01, 2019

Prepared: 09/25/19

NUMBER	COMPANY	MONEY	PO#	REASON
1	AETNA Roofing	3,815.00	2019-456	Repairs to Main Plants Roof
2	Air Group	1,122.50	2019-526	Semi-Annual Preventative Maintenance Visit
3	Amazon	386.62	2019-493	Office Supplies
4	Beckmeyer Engineering	6,250.00	2019-483	Engineering Services: September 2019
5	Bellaqua	137.45	2019-492	Water
6	BioTriad Environmental	601.00	2019-378	Degreaser
7	BioTriad Environmental	500.00	2019-537	Degreaser
8	Carfi Electric	2,875.00	2019-501	Electrical Services: 11/12/18 to 12/19/18
9	Clean Waters	1,593.00	2019-445	Polymer
10	Comcast	188.03	2019-490	Internet Services: 09/02/19 to 10/01/19
11	Constellation NewEnergy	10,764.02	2019-498	Power: Main Plant & Sub Stations 7/31/19 to 8/28/19
12	Emerald Pro-Stat Inc.	258.95	2019-466	3 Boxes XL Grip Latex Gloves
13	Emerald Pro-Stat Inc.	258.95	2019-533	3 Boxes XL Grip Latex Gloves
14	ERA Resource Assoc.	121.08	2019-324	Waste Water Coliform Microbe

15	Eurofins	290.00	2019-519	Analytical Services:Sludge Comp 1/Eff Grab 3/7/
16	Eurofins	290.00	2019-520	Analytical Services:Sludge Comp 1/Eff Grab 6/13/
17	Eurofins	53.38	2019-521	Analytical Services:Distilled Water 6/13/19
18	Eurofins	33.00	2019-517	Analytical Services:Toscana 5/23/19
19	Eurofins	33.00	2019-518	Analytical Services:Toscana 8/02/19
20	Eurofins	33.00	2019-484	Analytical Services:Toscana 8/06/19
21	Eurofins	33.00	2019-485	Analytical Services:Toscana 8/14/19
22	Eurofins	33.00	2019-502	Analytical Services:Toscana 8/16/19
23	Eurofins	33.00	2019-503	Analytical Services:Toscana 8/21/19
24	Eurofins	33.00	2019-504	Analytical Services:Toscana 8/27/19
25	Eurofins	387.65	2019-486	Analytical Services:Comp Table1, Eff 24 Comp C
26	Eurofins	517.63	2019-487	Analytical Services:Semi Annual Eff 24 HR 5/9/
27	Eurofins	33.00	2019-545	Analytical Services:Toscana 9/5/19
28	Ferguson	878.18	2019-420	Maintence Supplies: Pipes & Fittings
29	Ferguson	723.92	2019-429	Maintence Supplies: Pipes & Fittings
30	Ferguson	114.70	2019-527	Maintence Supplies: Hose Adapters
31	Fisher Scientific	1,202.03	2019-506	Lab Supplies
32	Flanagan DBA Gov Sites	100.00	2019-523	Monthly Maintenance Fee 10/2019
33	GLEC	722.92	2019-505	NJHDG Consulting: 319 to 5/2019
34	Grainger	569.43	2019-465	Maintenance Supplies
35	Hach	122.18	2019-507	Lab Supplies
36	Home Depot	266.40	2019-464	Maintenance Supplies
37	Jersey Journal	257.40	2019-508	Annual Subscription Renewal: 9/15/2019 to 9/15/
38	Jet Vac Equipment	1,210.00	2019-472	Replacement Slip Ring for Camera Truck
39	Keystone Engineering	114,405.00	2019-555	Scada Project Payment #4 (Capital)
40	Miracle Chemical	711.00	2019-454	Sodium Bisulfite
41	Miracle Chemical	790.00	2019-477	Sodium Bisulfite
42	Miracle Chemical	1,890.00	2019-458	Sodium Hypochlorite
43	Municipal Capital	150.00	2019-509	Copier Lease: Payment 9 of 60 10/28/19
44	NACWA	1,710.00	2019-522	Membership Dues: FY 2020 (10/1/19 to 9/30/19)
45	Nassor Electric	86.83	2019-457	LED Lights
46	Nassor Electric	450.81	2019-491	Light Fixture Elements PS# 2&3
47	Nassor Electric	246.27	2019-495	Lot of Supplies for Lighting at PS#2
48	Nassor Electric	117.40	2019-515	Lot of Supplies for Lighting at PS#2
49	Nassor Electric	69.09	2019-516	Lot of Maintenance Supplies Main Plant
50	NJ Door Works	490.20	2019-497	Labor & Parts to Repair Electric Slide Gate Main
51	One Call	8.16	2019-499	Markouts (6)
52	PSE&G	7,615.03	2019-529	Power: Sub Stations 07/28 to 08/31/19
53	PVSC	14,112.00	2019-512	Sludge Disposal: 08/01/19 to 08/31/19
54	Pitney Bowes	117.00	2019-542	Postage Meter Rental Fee: 10/01/19 to 12/31/19
55	Precision Electric	5,305.04	2019-433	7.5 HP Zoeller Pump for Castle Rd Pump Station
56	Redicare LLC	27.40	2019-536	Supplies for First Aid Kit
57	Spectraserv	3,900.00	2019-511	Monthly Container Charge: Grit/Screenings 08/19
58	Spectraserv	6,732.60	2019-510	Sludge Removal: 08/02/19 to 08/31/19

59	Staples	562.35	2019-496	Office Supplies
60	State of NJ	37,718.38	2019-482	Hospitalization: Active Employees:09/2019
61	Steven Bronowich	49.99	2019-500	Telephone Reimbursement: 9/2019
62	Suez Water NJ	2,360.22	2019-469	Water 07/20/19 to 08/19/19
63	Town of Secaucus	1,498.00	2019-481	Dental Reimbursement: Oct. 2019
64	Verizon	242.65	2019-480	Telephones 08/19/19 to 09/18/19
65	Verizon Wireless	235.47	2019-538	Telephones: 08/13/18 to 09/12/19
66	Waste Corp	1,505.80	2019-494	Trash Pump Main Plant
67	WEX Bank (Sunoco)	810.73	2019-479	Fuel:August 2019
TOTAL:		240,758.84		

The voucher list was approved by Roll Call vote: D. Manderano, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; J. Cardenas, Aye; F. Vogel, Aye. 5-0-0.

The Executive Director noted an addition to the Voucher List, Keystone for the SCADA project, \$114,402.00, which was approved by the engineer today. This second voucher was moved on a motion made by R. Spellmeyer, seconded by D. Manderano.

The second voucher was then approved by Roll Call vote: D. Manderano, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; J. Cardenas, Aye; F. Vogel, Aye. 5-0-0.

New Business: None

Old Business: None

Legal: Counsel Napolitano stated he met with other MUA bidders regarding the contract for electricity generation which is bid every two years. The current contract expires in May, however, early bidding allows for better pricing. A resolution will be presented at the next meeting to appoint an energy consultant who will send target pricing. This pricing has a 4 hour approval window. A second resolution will be needed to allow the Executive Director or Legal Counsel to approve the contract due the 4 hour window.

Report of the Executive Director September 2019 {submitted September 26, 2019}

- We continue to monitor the sewers in low lying areas for cleaning & inspection. There were several CCTV jobs performed. We have also performed cleaning of catch basins for the Town. While staff will perform any assistance, these tasks are cutting into our routine maintenance plan for the sanitary collection system.
- SCADA: Keystone continued working on SCADA system.
- Harmon Cove Condos: It appears that only the “Keys” have retained a Licensed Operator for this collection system. Working with NJDEP to assess the rest of this area. We have invoiced the Condo Association that they will be charged for this and any future work.

- Toscana Cheese: Due to impending legal matters, I have ceased to communicate with Mr. Paparazzo. Staff continues to sample and will notify of any notices of violation.
- There is a proposed settlement with home owners regarding the storm of 9/25/18. Our JIF will cover cost.
- The 2018 audit was submitted and accepted by DCA.
- Discussed upgrading PS#2 with the Authority Engineer. It is our consensus opinion that we wait until the work that Toscana has completed will reduce flow to this station. Staff shall monitor this.
- Continued updating the sewer use rules and regulations. Also spoke with the Town Attorney and they will adopt ours once it is completed.
- Met with the Mayor, DPW, NJDOT to examine an issue regarding a sanitary line going through a storm culvert on Route 3 West Service Road. This sewer was installed in 1961 and the culvert quite possibly been built around that sewer. Unable to inspect due to high tide and the failure of the tidal gate.
- Received application for homes to be built at the old Schmitt's property on Paterson Plank Road. (info included in package).
- Assisted the Town by cleaning several catch basins & storm line.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT SEPTEMBER 2019**

The following is a list of the main activities as provided by this office to the Authority for the above-mentioned month:

- The Sanitary Sewer Maps are being updated when new or revised information is received by this office. Produced copies of reduced sized map sets for use in the Sewer Video truck and the Jetvac truck. Constant updating. Calculating all the Sanitary Pipe lengths within the SMUA System and the lengths of all privately-owned Sanitary System, such as Hartz Mountain, etc. Castle Road Sanitary layout is being updated from previous road plans. Golden Avenue has been updated from field information.
- SCADA. In January 2018, the SMUA started negotiations with contractors. After lengthy negotiations with two contractors, a recommendation to enter into contract with Keystone Engineering Group in the amount of \$260,300.00 for the WWTP and \$233,000.00 for the Satellite Pumping Stations for the coordination, design, and installation of the SCADA System for the SMUA. The total amount, \$493,300.00 is less than the requested ceiling of \$575,000 as approved by the commissioners during the January 2018 commissioners meeting, therefore the Executive Director has authority to award the project. The project has been awarded to Keystone Engineering Group. A status email has been sent to the contractor for an update. Contractor's electricians have been to the site two times to trace existing wiring of the controls. Contractor's electricians have been to the site at least two more times to trace existing wiring of the controls. Work is ongoing with the Contractor starting to build the cabinets. Finalizing the I/O list with Chuck Cuyulis and re-submitted to the contractor. Keystone is completing their panel fabrication and performing their shop testing. They will be ready to install in mid- September. Installation has started at the Koelle Blvd. facility.

- Received and started a review on a pump station flow meter report for the Exchange Place Pump Station. This report is supposed to analyze the existing flows of the pump station and the amount of unused capacity with regards to the remaining build out of the project. Analyzing data. Submitted new pump data and force main drawings to engineer to re-analyze flow and pump data. A response has not yet been received by the engineer. Another request has been sent. A fourth request has been sent. A request to the Owner will also be emailed. The Engineer responded that he will speak to owner. The engineer submitted a revised report. We calculated flows for all additional housing units compared to the amount of flow as reported on the NJDEP TWA. Additional questions on the housing unit quantities are being confirmed.
- Received and started a review raw pump station flow meter data for a report for the Turnpike Pump Station. This report is supposed to analyze the existing flows of the pump station and the amount of capacity with regards existing pumps and the areas where the flow has increased drastically. Analyzing data. Different scenarios on the type of force mains sizes and quantities are being analyzed. Additional inquiries to Flow Assessment on their report data and interpretation of such. Also, the use of VFD's are being reviewed for pump sizing and future flow expansion. We have been shooting Elevations for the design calculations for the proposed pumps and force main. Elevation have been taken and proposed pumps and force main review has started. Two site visits to determine size of a new ladder and basket. A plan for the force main upgrade is being formulated. The SMUA will attempt to video inspect the existing force main for force main condition and possible re-use.
- Continuing to receive discharge Violations from Toscana Cheese, therefore, this office had issued the following "Notice of Violations":

Notice Date	Violation Date
9/23/19	8/6/19
9/23/19	8/14/19
9/24/19	8/16/19
9/25/19	8/27/19
9/26/19	9/5/19

Visited the site to review the progress of the facility's upgrades. Waiting for a "Change of Use" application which is to be submitted to the NJSEA. Met with the Secaucus Construction Code and Plumbing Code Officials to discuss the Violations and Toscana's proposed expansion plans. Also spoke with design engineer on my concerns and observations. Visited site with SMUA chairman. Met with owner and building department. The owner now proposes to separate the domestic bathroom flow from all other flows. Only domestic flow will go to sewer. All other flows will go directly to the frac tank. Plans were approved by the Building Department, waiting for notice of construction completion. Visited the site, it appears the work has been completed. However, there are leaking pipe joints that need repairs.

- Sam's Club is planning to repair underground utility lines and has requested to pump encountered ground water into the sanitary system. We have reviewed the design on the screening and filtering system and find no issues with such. We have also been to the site to inspect the installation, but as of now, the installation is not complete. They will be paying a fee for this operation to the SMUA. The installation was completed and the acceptance of groundwater was initiated. This process is ongoing and will be monitored

- Started roof inspection for the futures replacement of Pump Station #2&3 building at the Koelle Blvd. Facility. Produced a Scope of Work for the roof replacement of PS 2& 3. In the process of determining the Scope of Work for the Administration Building submitted scope of work to SMUA for proposals. Scope of work has been submitted and costs are being obtained. Requested a proposal from another roofing contractor, if proposal exceeds the allowable amount the project will need to be public bid. The Administration Building proposal was accepted and a PO was issued. The administration building roof work was completed. A proposal was also received from Kenny Roofing for P.S. #2 & 3 in the amount of \$39,800.
- Exchange Place Pump Station reviewing drainage issues and shooting elevations for the design for the Proposed Stormwater Inlet. Received elevations and laying out proposed drainage structures. A preliminary design was completed for SMUA comments, will finish construction plan. Requested a pre-construction meeting with Persistent to review options.
- Zoning Certificate Notices for required SMUA sewer connection application:

Address	Zoning Certificate	Request Dates		SMUA App.	SMUA Fee	Engineers Report
		1 st	2 nd			
655 Plaza Drive	#18-332	4/29/19	5/7/19	No	No	
25 Enterprise	#19-064	6/27/19	N/A	No	No	9/13/19
1000 Secaucus Rd	#19-312	N/A	N/A	6/27/19	No	
50 Seaview Drive		N/A	N/A	6/27/19	No	
650-675 Paul Amico Way	#17-383 #17-418	N/A	N/A	No	No	
1000 Castle Rd	#19-312	N/A	N/A	7/31/19	No	
701 Penhorn Ave	#19-289	N/A	N/A			9/11/19
43 Meadowlands Pkwy	#19-078	N/A	N/A	No	9/26/19	Pending

Beckmeyer Engineering, P.C.
 Glenn M. Beckmeyer, P.E.,P.P.,CME,CFM
 Authority Engineer
 September 26, 2019

The engineer stated that he is working on the bid specifications needed for procurement contracts and well as professional services which are due to expire in December.

**OPERATIONS REPORT – September 2019
 Submitted October 1, 2019**

KOELLE BOULEVARD FACILITY

- 1) The average estimated daily flow for the month was 2.7199 MGD. Maximum daily flow was 4.0879 M.G.; the estimated total flow for the month was 81.4638 MG.
- 2) Rapid Pump and Meter repaired the skimmers in the west end of Primary Clarifiers numbers 3 ,4 and 5.
- 3) Broken flygths and chain were replaced in Primary Clarifier number two. wear shoes were replaced where needed.

- 4) Both Odor Control Towers were flushed out and cleaned. Odor control fans one and two and ductwork were cleaned.
- 5) A new starter was installed in the control panel for Primary Clarifier number five.
- 6) Keystone Inc. was on site working on the S.C.A.D.A. system.
- 7) Routine maintenance and grounds keeping were performed.
- 8) The Serpentine tank was drained and cleaned.
- 9) Repairs were made on the Administration Building roof by Aetna Roofing.
- 10) New lights were installed in the West End of Pump Station number Two and Three by the Authorities Electrician.
- 11) The Security Cameras were repaired by Technotime.
- 12) All insect screening has been removed from the aeration vents of the Trickling Filters.
- 13) Sodium Bisulfite metering pump number two was replaced with a peristaltic metering pump.
- 14) A valve was replaced on the Sodium Hypochlorite drain line located in the Sodium Hypochlorite pump room.
- 15) A.T.S. Environmental services were on site and conducted Annual service on the Emergency Fuel Tank System.
- 16) Semi-Annual service was conducted on the H.V.A.C. system By Air Group Inc.

PUMP STATION # 1 Village Place

- 1) The estimated average daily flow was 1.032MGD.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.
- 4) The Emergency Generator was tested.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The estimated average daily flow was 56,649 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The Emergency Generator was tested.

PUMP STATION # 3 Henry Street

- 1) The estimated average daily flow was 33,128 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The Emergency Generator was tested.

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.
- 2) The Wet Well was cleaned utilizing the Jet Truck.

PUMP STATION # 5 Wilroy – Secaucus Road

- 1) This station is not in service.

PUMP STATION # 6 Castle Road

- 1) The estimated average flow was approximately 40,987 g.p.d.
- 2) Routine Maintenance and grounds keeping were performed.

3) Pump number one, a 5 H.P. Myers Pump was replaced with a 7.5 H.P. Zoeller Pump.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.
- 2) The Authority Engineer is designing new stormwater drainage. We are awaiting work to commence on the drainage.

COLLECTION SYSTEM: The Authority jetted and cleaned approximately 3,136 feet of sanitary sewer, also assisted the Secaucus Department of Public Works in cleaning numerous catch basins.

Respectfully Submitted,
Brian A. Beckmeyer Sr.
Superintendent

Citizens Comments: Victor Papparazzo, owner of Toscana Cheese, made comments thanking the board and the SMUA for allowing the additional time allowed. He stated that he is in compliance with all requests from the SMUA, however, he is still waiting for final approval from the Town plumbing inspector.

A motion was made by F. Vogel at 7:21 p.m., seconded by J. Cardenas to close the public portion of the meeting and enter into Executive Session. All in Favor: 5-0-0.

RESOLUTION TO ENTER INTO EXECUTIVE SESSION

BE IT RESOLVED by the Board of Commissioners of the Secaucus Municipal Utilities Authority that the Board shall immediately hereinafter continue its meeting in executive session in accordance with the New Jersey Sunshine Law.

The purpose of this Executive Session is
1) Personnel and Legal

The matters discussed in Executive session will be disclosed to the Public at such time as action is taken by the Authority or if possible, prior to action being taken if the Authority feels that disclosure can be made without affecting the public interests of the individuals affected.

A motion was made at 8:18 PM by R. Spellmeyer, seconded F. Vogel to close the executive session and re-open the public portion of the meeting. All in favor: 5-0-0.

A motion was made to adjourn the meeting at 8:20 p.m. by R. Spellmeyer, seconded by G. Schoenrock. All in Favor: 5-0-0.