

January 4, 2016

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Monday, January 04, 2016 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094

The meeting was called to Order at 7:00 PM
Pledge of Allegiance/Salute to the Flag
The Open Public Meetings Act was read.

Roll Call:	Fred Vogel	Chairman
	Guy Pascarello	Vice Chairman
	Jorge Cardenas	Assistant Secretary
	George Schoenrock	Secretary

Also Present: William Katchen; John Napolitano; Glenn Beckmeyer; Pam Adamo, Stenographer

The Minutes of the December 7, 2015 meeting were approved on a motion made by Vogel, seconded by Cardenas. Approved by Roll Call; Schoenrock: Aye; Cardenas: Aye; Pascarello: Aye; Vogel, Aye. All in favor {4-0-0}.

At this point, the meeting was turned over to Authority Counsel, John Napolitano. Mr. Napolitano stated that the Public Hearing for Connection and User fees for 2016 had been duly advertised and called for a motion to open the Public Hearing for connection fees. Motion was made by Vogel; second by Pascarello; all in favor {4-0-0}. Counsel introduced Authority Accountant Mr. William Katchen who presented testimony regarding the calculation of fees. A call was made for any comment, there being none, a motion was made by Pascarello; second by Schoenrock to close this hearing; all in favor {4-0-0}.

A motion was made by Schoenrock; second by Vogel to open the Public Hearing for user fees; all in favor {4-0-0}. Mr. Katchen presented testimony regarding the calculation of user fees. A call was made for any comment, there being none, a motion was made by Schoenrock; second by Vogel to close this hearing; all in favor {4-0-0}.

SEE STENOGRAPHER'S OFFICIAL MINUTES

The following resolutions regarding connection fees were moved on a motion by Vogel; second by Cardenas, and are as follows:

Resolution – 2016-01-A **Establishing the Determining of a Connection Charge Formula**

WHEREAS, the Secaucus Municipal Utilities Authority (the "SMUA"), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities Authorities Law, N.J.S.A. 40:14B01, et seq., is the owner and operator of the sewage treatment facilities for the Town of Secaucus (the "Town"); and

WHEREAS, pursuant to the Service Contract between the SMUA and the Town, dated as of March 1, 1979, as amended and supplemented (the "Service Contract"), the SMUA may charge and

collect Service Charges for the connection to and use of said sewage treatment system, where required or permitted pursuant to law; and

WHEREAS, at the request of the Town, the SMUA has previously assessed charges for connection to said system; and

WHEREAS, Town officials have requested that the schedule of charges of the SMUA for connection to the sewage treatment system be revised at this time to more fairly reflect a fair payment by new users toward the capital cost of said sewage treatment system, in accordance with applicable law and regulations; and

WHEREAS, Chapter 526 of the New Jersey Laws of 1985, amending and supplementing the Municipal Utilities Authorities Law, and in particular N.J.S.A. 40:14B-22 (hereinafter referred to as "Chapter 526"), sets forth a basis for computation for a charge for connection to a sewage treatment system so that said system; and

WHEREAS, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges or connection charges by an authority shall be the subject of public notice and a public hearing; and

WHEREAS, pursuant to statutory notice, the SMUA has held a public hearing and considered the testimony presented at said hearing and made a part of the record thereof; and

WHEREAS, the SMUA desires to impose a new schedule of connection charges computed in accordance with Chapter 526, both as to implementation of general formula and specifically for connections made or to be made in the year ending 12/31/16 and each year thereafter.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF THE SECAUCUS MUNICIPAL UTILITIES AUTHORITY, as follows:

1. There is hereby imposed a one-time charge for any new connection (as defined herein) to the sewage treatment system of the SMUA, or a change in use of an existing property computed in the following manner to represent a fair payment toward the cost of said system, being the same manner set forth in Chapter 526:

“(a) The amount representing all debt service, including but not limited to sinking funds, reserve funds, the principal and interest on bonds, and the amount of any loans and the interest thereon, paid by the municipal authority to defray the capital cost of developing the system as of the end of the immediately preceding fiscal year of the authority shall be added to all capital expenditures made by a municipal authority not funded by a bond ordinance or debt for the development of the system as of the end of the immediately preceding fiscal year of the authority.

(b) Any gifts, contributions or subsidies to the authority received from, and not reimbursed or reimbursable to, any federal, state, county or municipal government or agency or any private person, and that portion of amounts paid to the authority by a public entity under a service agreement or service contract which is not repaid to the public entity by the authority, shall then be subtracted.

(c) The remainder shall be divided by the total number of service units served by the authority at the end of the immediately preceding fiscal year of the authority, and the results then be apportioned to each new connector according to the number of service units attributable to that connector. In attributing service units to each connector the estimated average daily flow of sewage for the connector shall be divided by the average daily flow of sewage from the average single family residence in the authority’s district, to produce the number of service units to be attributed.”

2. The Preliminary Connection Charge for each such connection shall be computed by SMUA at time of the Authority’s approval of the Treatment Works Application or connection application, as follows:

(a) The gallons per unit for the type of facility involved, as shown on Table A attached to this Resolution and made a part hereof, shall be multiplied by the number of the applicable units shown on said table, as certified by the applicant for the Construction Permit; and

(b) The product thereof (being the estimated flow from the facility in gallons per day) shall be divided by 300; and

(c) The quotient thereof (being the number of Equivalent Residential Unites (ERUs) or portion thereof for the facility) shall be multiplied by the connection charge then in effect for each ERU.

3. The Preliminary Connection Charge shall be payable as follows:

(a) One half of the Preliminary Charge shall be paid prior to issuance of a construction permit;

(b) One half of the Preliminary Charge shall be paid prior to issuance of a Certificate of Occupancy.

4. The final connection charge shall be based upon the connection fee schedule in effect in the year of the issuance of the Certificate of Occupancy calculated in accordance with Paragraph 2 herein above. Any additional connection charge owed shall be payable prior to issuance of the Certificate of Occupancy.

5. The connection charge per ERU, computed as set forth in this resolution, shall be computed for each calendar year, within a reasonable time after completion of the annual audited financial statement of the SMUA, and the SMUA shall thereupon give the statutory notice and hold the required public hearing to set such charges, with such charges to be in effect retroactive to the beginning of that calendar year.

6. The Connection Charge to be in effect for connections made during the calendar year 2016, shall be set by the SMUA by resolution to be adopted concurrently with this Resolution.

7. For purposes of the charges imposed by and pursuant to this Resolution, new connections to the sewage treatment system shall be deemed to mean and include all connections made to properties and facilities which were not connected to said system on January 4, 2016, and also all changes of use of existing properties which result, based upon the application of the information contained in Table A, in an increased flow from said facility, provided, however, that for such a change of use, a connection charge, computed as hereinabove set forth, shall be applied to only to the extent of the estimated increased flow from said facility.

8. To the extent that any provision of this resolution is determined by any court or legislature to be invalid or unenforceable in whole or part either in a particular case or in all cases, such provision or part thereof is to be deemed surplus. If that occurs, it does not have the effect of rendering any other provision of this resolution invalid or unenforceable. This resolution is to be construed and enforced as if such invalid or unenforceable provision or part thereof were omitted.

9. This Resolution shall take effect immediately.

**Estimated Gallons per Day for Various Establishments
(For Use with Permit Applications)**

Table A

<u>TYPE OF ESTABLISHMENT</u>	<u>UNIT USED</u>	<u>GALLONS PER DAY</u>
Residential Dwellings (single family home, duplex units, townhouses, Condominiums, apartments)		
1 bedroom unit	per dwelling	150
2 bedroom unit	per dwelling	225
3 bedroom unit or larger	per dwelling	300
Transit dwelling units		
Hotels	Bedroom	75
Lodging houses & tourist homes	Bedroom	60
Motels & Tourist cabins	Bedroom	60

Boarding houses (max. permitted Occupancy)	Boarder	50
Camps		
Campground/mobile rec. vehicle/tent	Site	200
Children's camps	Bed	50
Labor camps	Bed	40
Campground/mobile rec. vehicle/tent	Site	100
Parked mobile trailer site Day camps – no meals	Person	15
Restaurants (including washrooms & turnover)		
Average restaurant	Seat	35
Bar/cocktail lounge	Seat	20
Fast Food Restaurant	Seat	15
24 hour service restaurant	Seat	50
Curb service/drive-in restaurant	Car space	50
Clubs		
Residential	Member	75
Nonresidential	Member	35
Racquet club	(per court/hour)	80
Bathhouse with shower	Person	25
Bathhouse without shower	Person	10
Institutions (includes staff)		
Hospitals	Bed	200
Other institutions	Bed	125
Schools (includes staff)		
No Shower or cafeteria	Student	10
With cafeteria	Student	15
With cafeteria & showers	Student	20
With cafeteria, showers & laboratories	Student	25
Boarding	Student	75
Automobile service stations		
	Per filling position	125
Service bays	per bay	50
Mini-market	Sq.Ft.	0.125
Car Washing	per Car Washed	75
Miscellaneous		
Office Buildings (gross area)	Sq.Ft.	0.1
Stores and shopping centers (gross area)	Sq.Ft.	0.1

Continued

Table A Continued

Type of Establishment	Measurement Unit	Gallons/day
Factories/warehouses (add process wastewater)	25 gpd/employee @ 500 SF	0.05/SF
With showers (add process wastewater)		0.06/SF
Laundromats	Per machine	580
Bowling Alleys	Per alley	200

Picnic Parks (restrooms only)	Person	10
Picnic Parks with showers	Person	15
Fairgrounds (based on avg. attendance)	Person	5
Assembly halls	Seat	5
Airports (based on passenger use)	Passenger	3
Churches (worship area only)	Seat	5
Theater (indoor)	Seat	3
Dinner theater	Seat	20
Catering/Banquet Hall	Person	20
Sports stadium	Seat	3
Visitor center	Visitor	5
Data Centers	0.3 gpd/kW of IT Load	
	1 employee/9,250 SF of Data Center @ 25gpd/employee (no showers)	
	1 customer/4,625 SF of Data Center @ 5 gpd/customer	

Resolution -2016-01-B
Determining Connection Charges For Connections Made or to be Made in
2016

WHEREAS, the Secaucus Municipal Utilities Authority (the “SMUA”), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities Authority’s Law, N.J.S.A.40:14B-1, et seq., is the owner and operator of sewage treatment facilities for the Town of Secaucus (the “Town”); and

WHEREAS, Chapters 118 and 526 of the New Jersey Laws of 1985, amending and supplementing the Municipal Utilities Authorities Law, and in particular N.J.S.A 40:14B-22 and 23 (hereinafter referred to as “Chapters 118 and 526”), sets forth a basis for computation of a charge for connection to a sewage treatment system so that said charges may represent a fair payment towards the cost of said system; and

WHEREAS, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges and/or connection charges by an authority shall be the subject of public notice and a public hearing; and

WHEREAS, a proper statutory notice given on January 4, 2016 under hand of Brian Bigler, Executive Director of the Secaucus Municipal Utilities Authority, pursuant to which notice the Secaucus Municipal Utilities Authority is holding the instant public hearing to consider relevant testimony to be presented and to be made a part of the record thereof; and

WHEREAS, the Secaucus Municipal Utilities Authority intends to utilize the Connection Fee Formula and the “Gallons per unit” Table used on previous years to determine a Connection Charge based on historical data from 1996 and earlier, said Formula and Table to be as set forth in and attached to this Resolution, in accordance with Chapter 526; and

WHEREAS, the Secaucus Municipal Utilities Authority desires to set the specific connection charge per Equivalent Residential Unit for connection made or to be made in the calendar year 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SECAUCUS MUNICIPAL UTILITIES AUTHORITY, as follows:

1. Subject to Secaucus Municipal Utilities Authority’s response to relevant testimony presented at the instant meeting, the connection charge per Equivalent Residential Unit (ERU) for connection to the sewage treatment system of the Secaucus Municipal Utilities Authority made and to be made during the calendar year 2016 is hereby set at \$8,977.00 per ERU.

2. The basis for computation of said charge is set forth on the attached Formula, "Gallons per Unit" table, related Calculation Sheet.
3. This Resolution shall take effect immediately.

The above resolutions were approved by roll call vote. Cardenas: Aye; Schoenrock: Aye; Pascarello: Aye; Vogel: Aye. {4-0-0}.

The following resolution regarding user fees was moved on a motion by Schoenrock; second by Vogel, and is as follows:

Resolution 2016-01-C
Determining User Charge Formula For Properties Exempt from ad valorem Taxes
And User Charge to be in effect for 2016

WHEREAS, the Secaucus Municipal Utilities Authority (the "SMUA"), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities authorities Law, N.J.S.A. 40:14B-1, et seq., is the owner and operator of the wastewater treatment facilities for the Town of Secaucus (the "Town"); and

WHEREAS, pursuant to the Service Contract between the SMUA and the Town, dated as of March 1, 1979, as amended and supplemented (the "Service Contract"), the SMUA may charge and collect Service Charges for the connection to and use of said sewage treatment system, where required or pursuant to law, and the same, to the extent collected, shall be a credit against the Annual Service Charges otherwise payable by the Town to the SMUA under the Service Contract; and

WHEREAS, to pay the Annual service Charges to the SMUA required by the Service Contract, the Town has applied revenues from ad valorem taxes on property in the Town to said purposes; and

WHEREAS, Town officials have requested that the SMUA continue to refrain from assessing direct user charges for the use of its system, except with respect to properties exempt from ad valorem taxes, so that said properties shall bear a fair share of the cost of the use of said system, in accordance with applicable law and regulations; and

WHEREAS, applicable regulations of the United States Environmental Protection Agency require that, where user charges for sewage treatment system built in whole or in part with Federal funds are derived through imposition of ad valorem taxes, provision be made for imposing similarly calculated charges for the use of said system on properties exempt from such taxes; and

WHEREAS, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges or connection charges by an authority shall be the subject of public notice and a public hearing; and

WHEREAS, the SMUA desires to implement the statutory procedure for imposition of user charges to properties exempt from ad valorem property taxes, both as to implementation of a general formula and specifically for such use during 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SECAUCUS MUNICIPAL UTILITIES AUTHORITY, as follows:

1. There is hereby imposed a User Charge for the use of the sewage treatment system of the SMUA by any property which is exempt from ad valorem property taxes, in whole or in part, which User Charge shall be computed by drawing from the annual audited financial statements of the SMUA for the preceding year the total amount expended or set aside by the SMUA in said year for the following purposes, being the basis for computation of Annual Service Charges pursuant to the Service Contract:

“(a) operating, maintenance and administrative expenses of the Authority.

(b)Debt service requirements on ...any obligations of the Authority (whether bonds, bond anticipation bonds, or notes)...

(c)Other payments of amounts (including amounts necessary to meet the Authority’s rate covenant contained in Section 6.01 of the Trust Agreement and amounts required to be paid by the Authority to any bond issuer, or issuer of a surety bond to secure a Debt Service Reserve Fund) required by the terms of any bond resolution adopted by the Authority pursuant to resolution adopted by the Authority under which any of the obligations described in part (b)...are issued, provided, however, that no more than 1/5 of the amount due to any reserve fund established under the Trust Reserve Fund and amounts required to be insured, or issuer of a surety bond to secure a Debt Service Reserve Fund, shall be included in the Annual Service Charge in each year.” And by dividing said amount, by the total amount of treated sewage flow to the sewage treatment facility for the preceding year, determined and certified in writing by the Consulting Engineer to the SMUA and expressed in “Billing Units” as hereinafter defined.

2. The resulting charge per Billing Unit shall be multiplied by the total water consumption for each property. Said charges shall be estimated and billed to the property owner by the SMUA annually, and may be adjusted annually at the option of the property owner or of the SMUA, based on relevant and cogent proof of actual water consumption.

3. The SMUA may require relevant and cogent proof of water consumption by submission of water bills, and in the absence of submission of same may charge and collect such charges as it may deem reasonable, based on the flow determined in accordance with Table A (attached), whichever shall produce the greater charge.

4. The user charge for 2016 for properties exempt for ad valorem taxes, or paying reduced amounts of such taxes by reason of the abatement thereof, shall be as follows:

- Operating maintenance and administration
Expense 2014
- Debt Service and payments to the Reserve for
Repair and Replacement Fund for 2014

- Total flow in units of 100 cubic feet
- User charge per 100 cubic feet of water consumption

5. The user charge shall be revised annually, as soon as may be practicable after the necessary figures are made available by the auditors and engineers to the Authority.

**Secaucus Municipal Utilities Authority
Annual Calculation of User Charge
December 31, 2014**

Operating maintenance, administration, capital addition and amortization expense, 2014	\$ 3,875,645
Debt service and payments to reserve for repair and replacement, 2014	<u>693,340</u> 4,568,985
Total flow per Authority Engineer in units of 100 Cu. Ft, 2014	1,356,349
User Fee	<u>\$ 3.37</u>

The above resolution was approved by roll call vote. Cardenas: Aye; Schoenrock: Aye; Pascarello: Aye; Vogel: Aye. {4-0-0}.

Voucher List was moved on a motion made by Vogel, seconded by Cardenas. and is as follows:



Voucher List for Meeting of January 04, 2016

Prepared: 12/25/15

Number	COMPANY	MONEY	CK#	PO#	REASON
1	Action Rubber	301.84		2015-710	Hose Repair- Jet Truck
2	Air Group	1,029.00		2015-758	Semi Annual Payment Agreement HVAC
3	Alpha Dog	150.00		2015-735	Monthly Maintenance & Monthly Hosting
4	Automatic Suppression	1,450.00		2015-759	Annual Testing & Maintenance Fire Alarm System
5	Beckmeyer Engineering	6,250.00		2015-731	Engineering Services: December 2015
6	Bellaqua	47.60		2015-733	Water
7	Campbell Fire	280.50		2015-757	Inspection of Fire Extinguishers
8	Cleary Giacobbe Alfieri	3,995.95		2015-745	Legal Services:11/01/15 to 11/30/15
9	Comcast	168.30	9635	2015-724	Internet Services: 12/02/15 to 01/01/2015
10	Cozy Embroidery	792.00		2015-713	Uniforms
11	Emerald	318.95		2015-657	Latex Gloves
12	Emerald	253.95		2015-718	Latex Gloves
13	Ener-G Rudox	270.00		2015-719	Service to Generator Seaview Dr.
14	Eurofins QC Lab	33.00		2015-739	Analytical Services
15	Eurofins QC Lab	43.00		2015-754	Analytical Services
16	FedEx	75.22		2015-753	Packages
17	Fisher Scientific	753.70		2015-659	Lab Supplies
18	GLEC	138.65		2015-737	HDG Consulting Services
19	Grainger	48.79		2015-671	Heating Tape
20	Grainger	440.40		2015-664	Extension Ladder
21	Grainger	17.02		2015-694	Antislip Black Tape
22	Grainger	74.12		2015-721	Well Wheel Pulley
23	Home Depot	72.75		2015-656	Maintenance Supplies
24	Home Depot	6.27		2015-672	Maintenance Supplies
25	Home Depot	158.92		2015-709	Maintenance Supplies
26	Home Depot	55.36		2015-705	Maintenance Supplies
27	Home Depot	29.97		2015-658	Maintenance Supplies
28	Home Depot	108.67		2015-714	Maintenance Supplies
29	Interstate Batteries	110.95		2015-695	Battery for Ford 2011 Pickup
30	JCI Chemical	2,119.45		2015-676	Sodium Hypochlorite
31	K-H Machine Works	1,735.00		2015-487	4 ft skimmer for Thickening Tank

32	Metro Pressure Systems	5,995.00		2015-663	Steam Jenny
33	Metro Pressure Systems	542.00		2015-720	Spray Lance w/ Trigger for Steam Jenny
34	Miracle Chemical	2,149.00		2015-677	Sodium Bisulfite
35	Municipal Capital Finance	164.77	9636	2015-723	Copier Lease: Payment #30 12/2015
36	Nassor Electrical	26.77		2015-712	Contact Block Electrical
37	National Water Main	1,806.00		2015-760	Sewers Cleaned at Exchange to be Reimbursed
38	One Call Concepts	4.96		2015-738	Markouts
39	Peirce Equipment	4,725.31		2015-728	Repair to Jet Truck
40	Peirce Equipment	103.84		2015-727	Quick Clamp
41	Pitney Bowes	320.99	9637	2015-722	Postage
42	Precision Electric	2,185.00		2015-594	Pump Repair
43	Primex Controls	4,945.00		2015-470	Soft Starts for Main Pump
44	PS&S	3,150.00		2015-734	Professional Services: Security Grant
45	PSEG	19,804.10	9640	2015-752	Power: November 2015
46	PSVC	14,688.00		2015-751	Sludge Disposal: 11/16/15 to 12/15/2015
47	R&D Trucking	6,200.00		2015-736	Sludge Removal: November 2015
48	Scott Environmental	150.00		2015-701	Qtrly Backflow Testing
49	Spectraserv	3,440.00		2015-732	Monthly Container Charge: November 2015
50	Staples	29.75		2015-715	Office Supplies
51	State of NJ	30,995.91	TEPS	2015-749	Hospitalization: Active Employees: December 2015
52	State of NJ	1,283.63	TEPS	2015-748	Hospitalization: Retiree Employees: January 2016
53	Town of Secaucus	1,630.08		2015-730	Dental Reimbursement: January 2016
54	United Water	926.98	9583	2015-708	Water
55	Verizon	217.71	9638	2015-725	Telephones
56	Verizon Wireless	204.16	9641	2015-750	Telephones: 11/13/15 to 12/12/15
57	WEX Bank (Sunoco)	555.59	9584	2015-707	Fuel
TOTAL:		127,573.88			

Chairman Vogel had a question regarding the National Water Main invoice. Mr. Bigler explained that this was in regards to a sewer back-up on Sunday November 15, 2015. The Authority truck was out of service for repairs and NWM was called in to alleviate this problem at the Xchange complex. The Executive Director further reported that he had met with representatives from Xchange and that they would be reimbursing the Authority for this expense.

Board Member Schoenrock inquired as to the invoices for a new steam jenny. The Executive Director explained that the old unit had exceeded its useful life and was beyond repair. The extension hoses were purchased due to the fact that this unit burns diesel fuel and cannot be utilized in certain areas of the facility. He further replied that the old unit was sold on GovDeals for \$1,800 and these funds were used to offset the cost of the new unit.

Roll Call to approve the voucher list as presented: Schoenrock: Aye; Cardenas: Aye; Pascarello: Aye; Vogel: Aye. 4-0-0.

**Report of the Executive Director
December 2015**

- Received the grant funds requested to cover the PSE&G installation of the high pressure gas line. These funds have been forwarded to PSE&G to start installation.
- Had several conversations with OHSP regarding the funding for our security grant. I have PS&S assisting with the documentation/submittals. They will be attending the mandatory training required by FEMA.
- Forwarded invoice for the Lincoln Ave. sewer replacement to the Town for possible (partial) reimbursement. No further action.
- Met with representatives from Xchange on two occasions. Xchange will reimburse the Authority for the National Water Main expense of 11/15/15 and for the replacement of a manhole cover. During those meetings, it was determined that contractors were disposing of waste by throwing it into an uncapped sewer lateral. We have been assured that this practice has ceased. There was an additional lateral that had not been capped by the solar field & they will take care of this also. Xchange will hire a company to jet and vac these lines. A discussion was also held regarding the types of waste being generated...wipes, grease, etc. Xchange indicated that they would continue to notify residents of these matters.
- Discussed the possibility of lining some of the manholes in the collection system that may be in need of repair. Authority Engineer is to contact firms to get possible demonstrations and cost estimates. This matter came about after the Eighth Street jetting job. The manholes & channels at this location are constructed of brick.
- No further action to report regarding the possible connection of the USCG Auxiliary building to the SMUA sanitary on Meadowland Parkway.
- Met with representatives from PSE&G regarding the possibility of an additional solar field at the treatment facility. As the Authority is tax-exempt, we would not be eligible for the tax incentive installation. It was suggested that the Authority contact a third party to perform this work. I contacted the Town and found out which firm installed the solar field at the parking deck. I have contacted this firm and will meet with them after the New Years.
- Toured a wastewater treatment facility in Hillburn, NY that utilizes membrane filter technology. This might be an application that may be utilized here. The North Bergen MUA is currently running a pilot test on this technology & I have inquired if the SMUA might schedule sampling to see if this application might remove copper from the waste stream. A requirement that might be included in our next permit. These permit cycles run for five (5) years. The last permit is still in effect even though it expires in November 2014 {The SMUA had applied for renewal in June 2014} and there is a three (3) year stay on any copper limit that may be imposed.

Old Business: None.

New Business: The Executive Director reported that we would be receiving responses to the Request for Proposals for professional services at 10:00 AM, Wednesday January 6, 2016.

A new Board Member, Mark Maloughney was appointed to serve, but due to a previous engagement was unable to attend tonight's meeting.

Legal: No Report

ENGINEERS REPORT FOR THE MONTH OF DECEMBER 2015

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

- Bi-Annual Bids were produced and published with public bids received and opened on November 24, 2015 on the following: Disposal Of Sanitary Sewage Sludge, Construction of Miscellaneous and Emergency Sanitary Sewer Work, Furnishing and Delivering Sodium Hypochlorite and/or Sodium Bisulfite, Removal and Disposal of Sewage Grit and Screenings, Emergency Pump Repair Services. The bids are in the process of being reviewed. Recommendations were presented to the Director.
- Toscana - Discharge violations have occurred on June 3, 2015, July 13, 2015, July 23, 2015 and August 6, 2015. On September 14, 2015 a discharge occurred at the Toscana facility. Authority Attorney and the Toscana Attorney are working on a settlement. A discharge occurred on September 29, 2015 having an acidic pH of 4.32. A discharge has occurred on November 24, 2015. A discharge has occurred due to a rupture line on December 20, 2015
- Reviewing the possibility of changing speed of blowers to reduce power consumption. It has been decided to leave the existing blowers but to adjust the speed to reduce energy costs. A quote on utilizing a VFD to control the blower speed is being reviewed.
- Redesign concrete work for elevating sludge building opening to extend up beyond Mill Creek flood stage. Waiting on proposals. Work has been completed. Waiting on gates and doors to finish the project.
- Started design and specifications for the Generator conversion to N.G. I am still waiting on information from the manufacturer on the required installation requirements. PSEG will extend a high pressure line form Huber Street. Through value engineering, we revised the route of the PSEG gas line, new cost to PSEG has reduced from \$94,966.74 to \$75,720.04. Meeting with the manufacturer concerning design aspects of project, revising drawings according. SMUA sent PSEG check for high pressure line extension.
- Still looking into a design to supply sanitary services to the Coast Guard Building. Designed a gravity system from the property line to a manhole on the trunk sanitary sewer in Meadowlands Parkway, waiting on an estimate from the contractor. Received an estimate for the gravity line, will look at a pump station with gravity line. Waiting on the estimate for the force main and pump station. Received information on the pump station, however, it has been revealed by the Town electrician that sufficient power is not available for a pump station and a new 3 phase service would need to be installed. Received quote for installation of a force main. Complying the costs of the

- force main, pump station installation and new power source. Submitted to Town for review
- Spoke to the applicant's engineer about a proposed connection at 1 County Avenue. Reviewing application. Engineer received review letter and stated that the design may change.
 - Started investigating the replacement of the soft starts within PS# 1, 2&3 within the Koelle Blvd. facility with Variable Frequency Drives. Started receiving proposals from contractors. Awarded contract to Koestner Associates
 - Contacted Tax Department to ascertain new tax maps for use by the Authority for facilities inventory.\
 - Met with PSEG concerning the possible expansion of the existing Solar Panel System.
 - Excessive grease accumulated at the Turnpike PS, investigating.
 - Excessive debris has been found within the Xchange gravity sewer system. All lines were cctv'd and clean after construction. Xchange has been notified and meetings are being held to discuss.
 - The pump guide rails and support have been compromised. Reaching out for proposals to repair.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME
Authority Engineer
December 30, 2015

OPERATIONS REPORT – December 2015
Submitted January 4, 2016

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.4650 MGD. Maximum daily flow was 4.0865 M.G.; the estimated total flow for the month was 77.3487 MG.
- 2) The Odor Control system was drained and cleaned.
- 3) Preventive maintenance was conducted on all pumps located in Pump Station number one. The work was conducted by Pumping Services Inc.
- 4) A new relay switch was installed in Primary Clarifier number one for the front flights.
- 5) Routine maintenance and grounds keeping were performed.
- 6) The Serpentine tank was drained and cleaned.
- 7) Plant water system was repaired by Rapid Pump and Meter. The pump was not engaged with the motor on number two pump.
- 8) The recirculation pump on boiler number two failed. A quote for repair is being generated by Air Group Inc.
- 9) The Grit Collector chain on the center collector was readjusted.

PUMP STATION # 1 Village Place

- 1) The average daily flow was not available at the time of this report.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The average daily flow for the station was not available at the time of this report.
- 2) The Stations wet well was loaded with grease on at least three occasions.
- 3) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was not available at the time of this report
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.
- 2) A bracket, holding the pump rails failed. The Authority Engineer is considering options for repair.

PUMP STATION # 5 Wilroy – Secaucus Road

This station is not in service. Grounds keeping was performed.

PUMP STATION # 6 Castle Road

- 1) Routine Maintenance and grounds keeping were performed.
- 2) The Average flow was not available at the time of this report.

PUMP STATION #7 - Exchange Junction

Routine maintenance was performed.

COLLECTION SYSTEM:

The Authority cleaned approximately 365 feet of sanitary sewer lines for the month. The Authority also assisted the D.P.W. in cleaning catch basins.

Respectfully Submitted
Brian A. Beckmeyer Sr.
Superintendent

At 7:30 PM, a motion was made by G. Pascarello, second by F. Vogel to close the public portion of the meeting and enter into executive session. All in Favor 4-0-0.

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) To discuss Personnel and Possible Legal Action
- 2)

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.

At 7:45 a motion was made to close Executive Session and re-open the public portion of the meeting.

A motion was made by Vogel, second by Pascarello to increase the salary of Katherine Acevedo by \$5,000.00 annually and naming her the Qualified Purchasing Agent of the Authority. Additionally, an increase of \$2,000.00 was made to the annual salary of Laurie Purcell who will also serve as the Public Agency Compliance Officer. Both of these increases are retroactive to January 1, 2016. These actions shall be memorialized by Resolution at the February 1, 2016 meeting of the Authority.

Roll call vote: Cardenas: Aye; Schoenrock: Aye; Pascarello: Aye; Vogel: Aye. Motion approved 4-0-0.

There being no further business, a motion was made to adjourn the meeting at 7:50 p.m. by Pascarello, seconded by J. Cardenas. All in Favor: 4-0-0.