

FEBRUARY 01, 2016

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Monday, February 01, 2016 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 7:04 PM by Fred Vogel.

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
	Mark Moloughey	Board Member

Board Member George Schoenrock arrived at 7:15pm.

Also Present: John Napolitano, Counsel; Glenn Beckmeyer, Engineer

Chairman Vogel welcomed new Board Member Mark Moloughey.

The minutes of the January 4, 2016 meeting were approved on a motion made by F.Vogel, second by J. Cardenas. Roll Call J. Cardenas: Aye; Mark Moloughey: Aye; G. Pascarello: Aye; F. Vogel: Aye; Approved 4-0-0.

The consent Agenda was moved on a motion by Pascarello; seconded by Cardenas: The Executive Director gave a brief description of the Resolutions which are as follows:

RESOLUTION 2016-02A REGARDING OFFICIAL DEPOSITORIES

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority is required by law to designate those New Jersey institutions which will be depositories of its funds for the ensuing year.

NOW, THEREFORE, BE IT RESOLVED that the Authority designates Bank of America, US Bank and TD Bank of New Jersey as its official depositories.

BE IT FURTHER RESOLVED, that the Authority designates the following signatories with respect to accounts of such depositories:

1:	US Bank:	Fred Vogel, Guy Pascarello, George Schoenrock
2:	TD Bank	Fred Vogel, Guy Pascarello, George Schoenrock

RESOLUTION 2016-02B REGARDING PROFESSIONAL ORGANIZATIONS

WHEREAS, the SECAUCUS MUNICIPAL UTILITIES AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority has previously participated in educational seminars and programs offered under the auspices of such professional organizations as the Association of Environmental Authorities; the New Jersey Water Environmental Association; the Water Environment Federation; the New Jersey Utility Authorities Joint Insurance Fund; etc.; and

WHEREAS, the taxpayers of Secaucus have benefited by the Authority’s participation in such professional programs by way of reduced insurance rates; enhanced safety programs resulting in reductions in lost time accidents; stricter regulatory compliance resulting in reduced permit fees; joint water quality studies reducing the Authority’s cost for the same to a small fraction of what they would otherwise would have been, etc.

NOW, THEREFORE, BE IT RESOLVED, that the Authority is authorized to continue its participation in the Association of Environmental Authorities, the New Jersey Water Environmental Association, the Harbor Discharge Group; the New Jersey Utilities Authorities Joint Insurance Fund; and similar such professional organizations which reduce costs to Secaucus taxpayers by way of various shared services, educational programs and peer review.

BE IT FURTHER RESOLVED, that the Authority hereby authorizes and encourages the participation of its Commissioners, staff and employees in appropriate programs offered by such organizations.

RESOLUTION 2016-02C REGARDING OFFICIAL NEWSPAPERS

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, N.J.S.A. 10:4-8 requires that the Authority designate a newspaper to receive public notices that has the greatest likelihood of informing the public within the Authority’s service area of meetings.

NOW, THEREFORE, BE IT RESOLVED, that the Authority designates the Secaucus Home News as its official newspaper to receive public notices and The Star Ledger as secondary.

RESOLUTION 2015-02D REGARDING NJUA-JIF FUND COMMISSIONER

WHEREAS, the Secaucus Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund (“The Fund”); and

WHEREAS, by virtue of the conditions of membership contained in the by-laws of The Fund, the Secaucus Municipal Utilities Authority must appoint a Fund Commissioner and an Alternate.

NOW, THEREFORE, BE IT RESOLVED by the Secaucus Municipal Utilities Authority as follows:

- 1) That Brian Bigler is hereby appointed as Fund Commissioner, for the period of February 1, 2016 through to the February 2017 reorganization meeting.
- 2) That Brian Beckmeyer is hereby appointed as Alternate.

RESOLUTION 2016-02E REGARDING NJUA-JIF SAFETY DELEGATE

WHEREAS, the Secaucus Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund (“The Fund”); and

WHEREAS, by virtue of the conditions of membership contained in the by-laws of The Fund, the Secaucus Municipal Utilities Authority must appoint a Safety Delegate to work with the Fund’s Safety Services.

NOW, THEREFORE, BE IT RESOLVED by the Secaucus Municipal Utilities Authority as follows:

- 1) That Brian Beckmeyer is hereby appointed as the Authority’s Safety Delegate, for the period of February 1, 2016 through to the February 2017 reorganization meeting.
- 2) That Steve Bronowich is hereby appointed as Alternate.

RESOLUTION 2016-02F DESIGNATING BRIAN BIGLER AUTHORIZED REPRESENTATIVE OF THE AUTHORITY

WHEREAS, the SECAUCUS MUNICIPAL UTILITIES AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority recognizes the need to designate an authorized representative of the Authority to approve and certify various documents which pertain to the execution of ordinary Authority business, such as the approval of permits and applications to the NJDEP, the transfer of Authority funds and the execution of contractors approved by the resolution of the Board, and the direction of work performed by the various firms doing business with the Authority.

NOW, THEREFORE BE IT RESOLVED that BRIAN BIGLER, Executive Director, is designated as the authorized representative of the Authority for the purposes herein stated.

RESOLUTION 2016-02G REGARDING INDEMNIFICATION OF AUTHORITY MEMBERS AND EMPLOYEES

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body, duly formed under the Sewerage Authorities Laws, constituting Chapter 138 of the Laws of New Jersey of 1946, as amended (Chapter 14A of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the affairs of the Authority may, from time to time, result in litigation by or against the Authority; and

WHEREAS, parties opposing the Authority in litigation may file claims as part of the litigation against past, present or future members of the Authority and/or employees of the Authority having managerial responsibilities; and

WHEREAS, the potential for such claims may discourage qualified, civic-minded persons from serving as a member of the Authority or from accepting employment from the Authority in any capacity involving managerial responsibility; and

WHEREAS, it is in the best interest of the Authority to encourage qualified, civic-minded persons to accept or continue membership on the Authority and to accept employment from the Authority in capacities involving managerial responsibilities without fear of risk from claims regarding their good-faith performance of the duties of a member of the Authority or their good faith performance as such employees of the Authority; and

NOW, THEREFORE, BE IT RESOLVED by the Authority that the indemnification and defense of its past, present and future members and/or employees having managerial responsibilities shall be provided in accordance with the following terms and provisions:

The Authority shall defend and indemnify any past, present or future member of the Authority and/or past, present or future employees having managerial responsibilities (hereinafter jointly and severally referred to as the "Official") for claims arising from an act or omission of such Official within the scope of the performance of such individual's duties as an Authority member or employee. Except as may be hereinafter provided, the defense and indemnification shall be with respect to all civil actions and with respect to all regulatory and administrative proceedings regardless of the nature of the regulatory or administrative proceeding. The defense and indemnification shall not encompass any criminal actions brought by or on behalf of the State of New Jersey or the United States of America. An Official shall not be entitled to a defense or indemnification from the Authority unless:

(a) Promptly and in no event later than fifteen calendar days after the time the Official is served with the summons, complaint, process, notice or pleading, the Official delivers the original or an exact copy to the Authority and requests that the Authority provide the defense, unless counsel for the Authority has already accepted service on behalf of the Official.

(b) The Official cooperates in the preparation and presentation of the defense with the legal counsel approved or selected by the Authority to defend the case. In determining whether to approve counsel, the Authority shall consider such factors as may be relevant, including but not limited to the need for the use of counsel other than the Authority's general or special counsel, the extent to which counsel may duplicate work of or need to obtain knowledge already possessed by other counsel, and the fees and rates of counsel.

(c) The Official agrees that the Authority and its counsel shall have the exclusive control over the handling of the action, including but not limited to decisions regarding tactics, strategy, settlement, appeal and the timing thereof. The Official may, however, appeal any adverse determination against him or her with the prosecution of any such appeal and the costs and fees thereof to be borne at that time by such Official unless the Authority agrees at that time to provide for such appeal; provided, however, that the costs and fees of any such appeal if the appeal is successful will be finally borne by the Authority or the official as may be determined by the court at the conclusion of the action if the parties fail to agree among themselves with respect thereto.

The foregoing right of indemnification shall not be exclusive of any other rights to which any such Official may be entitled as a matter of law or which may be lawfully granted to such Official; and the right to indemnification hereby granted by this Authority shall be in addition to and not in restriction

or limitation of any other privilege or power which this Authority may lawfully exercise with respect to the indemnification or reimbursement of an Authority member and/or employee; except that in no event shall an Authority member and/or employee receive compensation in excess of the full amount of a claim.

Defense of any Official in an action, suit or proceeding shall be furnished by this Authority through its counsel or such other counsel as approved by the Authority in advance of final determination of such action, suit or proceeding as authorized by the governing body of this Authority in a specific case and shall include the prosecution of appeals upon the terms and provisions set forth herein.

Outside the scope of coverage of this Indemnification provision is conduct resulting in the payment by the Authority of punitive damages or exemplary damages or damages arising from the commission of a criminal offense by such an individual, as well as when the act or omission which caused the damages was the result of actual fraud, actual malice, willful misconduct or an intention wrong of such individual, or in the event of a claim against such an individual by the Authority. In the event that the claim asserted against the Official is one which is for or may relate to any conduct which may fall outside the scope of coverage under this Indemnification provision, the defense of the Official shall be furnished only upon receipt of a written agreement by or on behalf of such Official, as approved by legal counsel to the Authority, to repay such amount in the event of an ultimate determination that the conduct of the Official was such as to fall outside the scope of coverage under this Indemnification provision. The Authority may, in its sole discretion, require the Official to furnish suitable security for the agreement of the Official to repay such amount. The initial decision as to whether the conduct in question may fall outside the scope of coverage of this Indemnification provision shall be made by the Authority in consultation with its legal counsel. The final decision as to whether the conduct in question falls within the scope of coverage of this Indemnification provision shall be made by judicial determination only after the final conclusion of all actions, proceedings and appeals and only if the Authority and the affected Official fail to agree with respect thereto.

In the event of a conflict of interest between the Authority and the Official to be defended which precludes the defense of the Official by the counsel representing the Authority as determined by the Authority in consultation with its counsel, the counsel representing the Authority shall not represent the Official and separate counsel approved by the Authority shall be retained for the Official.

RESOLUTION 2016-02H REGARDING APPOINTMENT OF PACO OFFICER

WHEREAS, the Commissioners of the Secaucus Municipal Utilities Authority wants to appoint a Public Agency Compliance Officer as required by the Department of Treasury, Affirmative Action Office.

NOW, THEREFORE, BE IT RESOLVED, that Laurie Purcell is hereby appointed the Public Agency Compliance Officer for the SMUA with regard to Affirmative Action matters to begin February 1, 2016 until the next reorganization meeting in February 2017.

BE IT FURTHER RESOLVED, that a copy of this resolution designating the appointee be sent to the Affirmative Action Office of the Department of Treasury.

RESOLUTION AUTHORIZING 2016-02I CONTRACT FOR ENGINEERING SERVICES

WHEREAS, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional engineering services; and

WHEREAS, The Authority had advertised for and accepted proposals for engineering services; and

WHEREAS, a contract has been negotiated by the Authority with the firm of Beckmeyer Engineering, to provide professional engineering services; and

WHEREAS, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

WHEREAS, there is sufficient funding for this purpose.

NOW, THEREFORE BE IT RESOLVED, by the Secaucus Municipal Utilities Authority as follows:

1. That the contract with Beckmeyer Engineering be and is hereby approved from February 1, 2016 commencing and continuing until the February 2017 reorganization meeting of the Authority.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of engineering.
3. Amount of contract not to exceed \$75,000.00.
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to Beckmeyer Engineering.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

RESOLUTION 2016-02J AUTHORIZING CONTRACT FOR ACCOUNTING SERVICES

WHEREAS, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional accounting services; and

WHEREAS, the Authority had advertised for, and accepted proposals for accounting services; and

WHEREAS, a contract has been negotiated by the Authority with the firm of William Katchen, to provide professional accounting services; and

WHEREAS, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

WHEREAS, there is sufficient funding for this purpose.

NOW, THEREFORE BE IT RESOLVED, by the Secaucus Municipal Utilities Authority as follows:

1. That the contract with William Katchen be and is hereby approved from February 1, 2016 commencing and continuing until the February 2017 reorganization meeting of the Authority.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of accounting.
3. Amount of contract not to exceed \$25,000.00.
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to William Katchen.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

RESOLUTION 2016-02K AUTHORIZING CONTRACT FOR AUDITING SERVICES

WHEREAS, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional auditing services; and

WHEREAS, the Authority had advertised for, and accepted proposals for Auditing Services; and

WHEREAS, a contract has been negotiated by the Authority with the firm of Ferrailoli, Weilkotz, Cerullo & Cuva to provide professional auditing services; and

WHEREAS, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

WHEREAS, there is sufficient funding for this purpose.

NOW, THEREFORE BE IT RESOLVED, by the Secaucus Municipal Utilities Authority as follows:

1. That the contract with Ferrailoli, Weilkotz, Cerullo & Cuva be and is hereby approved this February 1, 2016 meeting of the Authority, to audit calendar year 2016.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of auditor.
3. Amount of contract not to exceed \$17,500.00.
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to Ferrailoli, Weilkotz, Cerullo & Cuva.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5.

RESOLUTION 2016-02L AUTHORIZING CONTRACT FOR GENERAL COUNSEL SERVICES

WHEREAS, the Secaucus Municipal Utilities Authority (“Authority”) has to retain a general counsel; and

WHEREAS, the Authority had advertised for and accepted proposals for the services of General Counsel; and

WHEREAS, a contract has been negotiated by the Authority with John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs, to provide general counsel services; and

WHEREAS, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

WHEREAS, there is sufficient funding for this purpose.

NOW, THEREFORE BE IT RESOLVED, by the Secaucus Municipal Utilities Authority as follows:

1. That the contract with John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs be and is hereby approved from February 1, 2016 commencing and continuing until the February, 2017 reorganization meeting of the Authority.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contract Law because the services are to be performed by persons authorized to practice the recognized profession of law.
3. Amount of contract not to exceed \$ 46,800.00.
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

RESOLUTION 2016-02M AUTHORIZING CONTRACT FOR SPECIAL LEGAL SERVICES

WHEREAS, the SECAUCUS MUNICIPAL UTILITIES AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority had advertised for, and accepted proposals for Special Counsel Services: and

WHEREAS, N.J.S.A. 40:14B-18 empowers the Authority to appoint professional employees, including special counsel; and

WHEREAS, the Authority wishes to appoint special counsel from February 1, 2016 commencing and continuing until the February 2017 reorganization meeting of the Authority.

NOW THEREFORE BE IT RESOLVED that the Authority hereby appoints the firm Florio & Kenny as its Special Counsel for a term commencing forthwith and terminating at the Authority’s February 2017 Reorganization Meeting. The Special Counsel shall charge an hourly fee of \$175.00 for attorneys not to exceed \$15,000.00; and

BE IT FURTHER RESOLVED that the Authority and Special Counsel shall enter into a contract for legal services as provided by the Local Public Contracts Law, that Notice thereof be published pursuant to N.J.S.A. 40A:11-5(1)(a)(1) and that a copy of this Resolution and such contract be on file and available for public inspection at the offices of the Authority.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44a-20.5.

RESOLUTION 2016-02N AUTHORIZING CONTRACT FOR BOND COUNSEL

WHEREAS, the SECAUCUS MUNICIPAL UTILITIES AUTHORITY (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority had advertised for, and accepted proposals for Bond Counsel; and

WHEREAS, N.J.S.A. 40:14B-18 empowers the Authority to appoint professional employees, including bond counsel; and

WHEREAS, the Authority wishes to appoint bond counsel from February 1, 2016 commencing and continuing until the February 2017 reorganization meeting of the Authority.

NOW THEREFORE BE IT RESOLVED that the Authority hereby appoints the firm of McManimon, Scotland & Baumann as its Bond Counsel for a term commencing forthwith and terminating at the Authority’s February 2017 Reorganization Meeting. Fees and reimbursement to the Bond Counsel shall be in the amount of \$45,000.00 plus \$1.10/\$1,000.00 of bond issue. Additional bonds pursuant to a supplemental bond resolution \$35,000.00 plus \$1.10/\$1,000.00 of issue. Letters of credit additional \$25,000.00.

BE IT FURTHER RESOLVED that the Authority and Special Counsel shall enter into a contract for legal services as provided by the Local Public Contracts Law, that Notice thereof be published pursuant to N.J.S.A. 40A:11-5(1)(a)(1) and that a copy of this Resolution and such contract be on file and available for public inspection at the offices of the Authority.

BE IT FURTHER RESOLVED that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5.

RESOLUTION 2016-20 EXTENDING THE CONTRACT OF PS&S AS ENVIROMENTAL/ REGULATORY ENGINEER

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority did not receive a responsive proposal for an Environmental/Regulatory Engineer; and

WHEREAS, the Authority’s currently has contract with, Paulus Sokolowski and Sartor, LLC (“PS&S”) for those services that is about to expire; and

WHEREAS, it is necessary for PS&S to continue its work at the Authority to ensure the effective running of the Authority; and

WHEREAS, the Authority wishes to extend its contract with PS&S for a period of one (1) month or such time as the Authority has had the opportunity to advertise, receive and review proposals with no increase to the contract amount; and

NOW THEREFORE BE IT RESOLVED by the Members of the Secaucus Municipal Utilities Authority that the Authority is authorized to extend its contract with PS&S as its Environmental/Regulatory Engineer Contract for a period of one (1) month or such time as the Authority has had the opportunity to advertise, receive and review proposals.

RESOLUTION 2016-2O-2 RE-AUTHORIZING PROPOSALS FOR ENVIRONMENTAL/REGULATORY ENGINEER CONTRACT

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Authority did not receive a responsive proposals for an Environmental/Regulatory Engineer; and

NOW THEREFORE BE IT RESOLVED by the Members of the Secaucus Municipal Utilities Authority that the Authority is authorized to re-advertise for proposals for the Environmental/Regulatory Engineer Contract at this time.

RESOLUTION 2016-2P RESOLUTION AUTHORIZING PAY INCREASE FOR KATHERINE ACEVEDO

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter “Authority”) is a public body, duly formed under the Municipal and County Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, Katherine Acevedo, an employee of the Secaucus Municipal Utilities Authority, has taken on additional responsibilities including but not limited to her passing the Qualified Purchasing Agent’s Exam; and

WHEREAS, the Authority at its January 4, 2016 meeting authorized an increase in Ms. Acevedo’s salary and wishes to memorialize it in a formal resolution; and

WHEREAS, due to the additional responsibilities the Authority is increasing Ms. Acevedo’s pay by the amount of \$5,000; and

NOW THEREFORE BE IT RESOLVED by the members of the Secaucus Municipal Utilities Authority that the Executive Director is hereby authorized to increase Ms. Acevedo's salary in the amount of \$5,000 effective January 1, 2016.

**RESOLUTION 2016-2Q RESOLUTION AUTHORIZING PAY INCREASE FOR
LAURIE PURCELL**

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter "Authority") is a public body, duly formed under the Municipal and County Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, Laurie Purcell, an employee of the Secaucus Municipal Utilities Authority, has taken on additional responsibilities including but not limited to becoming the Authority's PACO Officer; and

WHEREAS, the Authority at its January 4, 2016 meeting authorized an increase in Ms. Purcell's salary and wishes to memorialize it in a formal resolution; and

WHEREAS, due to the additional responsibilities the Authority is increasing Ms. Purcell's pay by the amount of \$2,000.; and

NOW THEREFORE BE IT RESOLVED by the Members of the Secaucus Municipal Utilities Authority that the Executive Director is hereby authorized to increase Ms. Purcell's salary in the amount of \$2,000 effective January 1, 2016.

RESOLUTION 2016-02R RESOLUTION AUTHORIZING AGREEMENT WITH PVSC

WHEREAS, the SECAUCUS MUNICIPAL UTILITIES AUTHORITY (hereinafter "Authority") is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, there is a need to retain Sludge Disposal Services for the Authority's sewage treatment facilities; and

WHEREAS, the Passaic Valley Sewage Commission (PVSC) has agreed to accept sludge generated at the Authority wastewater treatment facility; and

WHEREAS, an inter-governmental contract may be let without the requirement for bidding for an extended period as set forth in NJSA 40:8A-1 et. seq.; and

WHEREAS, it is the intention and desire of the Board to retain the services of PVSC, for a five (5) year period; and

NOW THEREFORE BE IT RESOLVED by the Secaucus Municipal Utilities Authority as follows:

1. The agreement for Sludge Disposal Services with PVSC is hereby approved.
2. The Executive Director is hereby authorized to execute a contract with PVSC in a form acceptable to the Authority's Council.

RESOLUTION 2016-02S APPROVING A SAFETY AWARENESS DAY

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter "Authority") is a public body, duly formed under the Municipal and County Utilities Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, the Staff of the Authority has completed another full year without a time loss accident; and

WHEREAS, the Authority facilities are manned twenty-four hours per day, three hundred and sixty-five days per year equating a total number of days without a time loss accident of 6,545 {2,182 days x 3shifts/day}; and

WHEREAS, the Board Members wish to commend the accomplishment of this zero time loss accidents reported achievement.

NOW, THEREFORE BE IT RESOLVED, that each full time member of the Authority staff who has worked the full year of 2015, shall be entitled to a Safety Awareness Day. This day will be taken at the employees request provided that a seven day written notice has been received, reviewed and approved by Management.

BE IT FURTHER RESOLVED, that this commendation of a Safety Awareness Day is presented at the discretion of the Authority Board Members and is not to be considered a mandatory obligation.

RESOLUTION 2016-2T REJECTING ALL BIDS FOR EMERGENCY PUMP REPAIR SERVICES CONTRACT

WHEREAS, the Secaucus Municipal Utilities Authority (hereinafter "Authority") is a public body, duly formed under the Municipal and County Authority Law, constituting Chapter 183 of the Laws of 1957, as amended (Chapter 14B of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

WHEREAS, on November 24, 2015 the Authority received bids for an Emergency Pump Repair Services Contract; and

WHEREAS, the Authority, pursuant to N.J.S.A. 40A :11-13.2 c has decided to reject all bids;

NOW THEREFORE BE IT RESOLVED by the Members of the Secaucus Municipal Utilities Authority that all bids are rejected and the Authority has decided not to rebid for the Emergency Pump Repair Services Contract at this time.

The above resolutions were approved by approved on a motion made by Roll Call J. Cardenas: Aye; Mark Moloughey: Aye; G. Pascarello: Aye; F. Vogel: Aye; Approved 4-0-0.

The February 01, 2016 Voucher list was moved on a motion made by G. Schoenrock, seconded by M. Moloughey.

Board Member Schoenrock arrived

The Voucher list is as follows:



Voucher List for Meeting of February 01, 2016

Prepared: 01/25/16

Number	COMPANY	MONEY	CK#	PO#	REASON
1	Alamo	2,551.13	9646	2016-04	1st Installment Risk Management Fee
2	Alpha Dog	150.00		2016-35	Monthly Maintenance & Hosting Fee
3	Atlantic Tomorrows Office	368.34	9686	2016-22	Copykit fee:10/01/15 to 12/31/15
4	Beckmeyer Engineering	6,250.00		2016-33	Engineering Services:
5	Bellaqua	77.80		2016-26	Water
6	Cleary, Giacobbe & Jacobs	3,964.78		2016-38	Legal Services: 12/01/15 to 12/31/2015
7	Cliffside Body Shop	3,126.00		2015-662	Lift Gate for Ford
8	Cliffside Body Shop	40.14		2016-10	Jack Stand for Meyers Plow
9	Comcast	174.39	9687	2016-21	Internet Services: 01/02-02/01/16
10	Coyne Chemical	1,825.46		2015-742	Zetag Polymer
11	Emerald	253.95		2016-06	Latex Gloves
12	Ener-G Rudox	270.00		2016-13	Service To Generator at Exchange Pump Sta
13	Eurofins QC Lab	233.40		2016-27	Analytical Services: 12/01/15
14	Eurofins QC Lab	975.00		2016-28	Analytical Services: 12/14/15
15	Eurofins QC Lab	233.40		2016-29	Analytical Services: 01/07/16
16	Eurofins QC Lab	251.50		2016-31	Analytical Services: 01/07/16
17	FedEx	20.45		2016-40	Packages
18	Fisher Scientific	501.60		2015-740	Lab Supplies
19	Fisher Scientific	446.89		2015-670	Lab Supplies
20	GLEC	158.60		2016-39	HDG Consulting Services

21	Grainger	36.50		2016-09	Maintenance Supplies
22	JCI Chemical	1,788.80		2016-16	Sodium Hypochlorite
23	JCI Chemical	1,750.85		2015-755	Sodium Hypochlorite
24	Miracle Chemical	1,181.95		2015-756	Sodium Bisulfite
25	Miracle Chemical	1,256.85		2016-15	Sodium Bisulfite
26	Modern Handling	181.88		2016-08	Service Call Hi-Lo Brakes
27	Municipal Capital Finance	164.77	9688	2016-24	Copier Lease: Payment #31 01/2016
28	National Water Main	2,299.50		2016-14	Removal of Jet Head From Sanitary Line
29	NJ-JIF	44,475.87	9645	2016-03	Insurance: 1st Installment 1/16
30	One Call Concepts	2.48		2016-41	Markouts
31	Persistent Construction	27,574.00		2016-17	Work Performed Lincoln & Hudson Ave
32	Pitney Bowes	126.50	9689	2016-23	Postage Meter Rental: 10/01/15 to 12/31/2015
33	PS&S	1,389.04		2016-42	Professional Services: 12/01/15 to 12/31/15
34	PSEG	23,373.73	9690	2016-19	Power: December 2015
35	PSVC	15,936.00		2016-30	Sludge Disposal: 12/16/15 to 01/15/2016
36	Pumping Services	1,650.00		2015-643	Service to Pumps at Pump Station#1
37	Rapid Pump & Meter	315.00		2015-761	Service Call For Plant Water Pump
38	R&D Trucking	6,600.00		2016-37	Sludge Removal: December 2015
39	Secaucus Home News	19.48		2016-36	Legal Ad: Annual Meeting Notice
40	Spectraserv	3,440.00		2016-34	Monthly Container Charge:December 2015
41	Staples	203.94		2015-746	Office Supplies
42	Staples	45.95		2015-747	Document Stamper
43	State of NJ	33,881.22	TEPS	2016-48	Hospitalization: Active Employees: January 2
44	State of NJ	1,283.63	TEPS	2016-47	Hospitalization: Retiree Employees: February
45	Town of Secaucus	1,630.08		2016-46	Dental Reimbursement: February 2016
46	Treasurer State of NJ	200.00	9642	2016-01	Annual Renewal Fee for Backflow Permit
47	United Water	836.32	9693	2016-49	Water
48	US Bank	3,125.00		2016-32	Trustee Fees
49	USA Blue Book	129.71		2016-05	Sludge Judge for Sludge Holding Tank
50	Verizon	247.02	9691	2016-20	Telephones
51	Verizon Wireless	204.61	9692	2016-25	Telephones: 12/16/15 to 01/12/16
52	VS Auto	1,140.00		2015-726	Chevy Pick Up Air Bag Repair
53	WEX Bank (Sunoco)	480.46	9643	2016-02	Fuel December 2015
TOTAL:		198,843.97			

Roll Call to approve the voucher list as presented: J. Cardenas: Aye; M. Moloughey: Aye; G. Pascarello: Aye; Vogel: Aye; G. Schoenrock: Aye. 5-0-0.

At this time, the Chairman turned over the meeting to Authority Counsel for the Nomination of Officers for 2016 (until the next Reorganization Meeting in February 2017).

Mr. Napolitano called for nominations:

Board Member G. Pascarello nominated F. Vogel for Chairman. Nomination was seconded by J. Cardenas.

Board Member F. Vogel nominated G. Pascarello for Vice Chairman. Nomination was seconded by J. Cardenas.

Board Member F. Vogel nominated G. Schoenrock for Secretary. Nomination was seconded by J. Cardenas.

Board Member F. Vogel nominated J. Cardenas for Treasurer. Nomination was seconded by G. Pascarello.

Board Member G. Pascarello nominated M. Moloughey for Assistant Secretary. Nomination was seconded by J. Cardenas.

There being no further nominations, a motion was made by F. Vogel, second by G. Pascarello to close the nominations and approve the slate as follows:

Fred Vogel	-	Chairman
Guy Pascarello	-	Vice Chairman
George Schoenrock	-	Secretary
Jorge Cardenas	-	Treasurer
Mark Moloughey	-	Assistant Secretary

The above nominations were approved: 5-0-0. Fred Vogel as Chairman took over the meeting agenda.

Old Business: SCADA System cost at this point is \$234,000.00 Engineered Solutions is still working on final report “ Can phase it in “ Main plant will be outfitted first then pump stations to follow.

New Business: New pickup truck with plow needed to replace truck damaged in snow storm, cost is approximately \$32,000.00.

Report of the Executive Director January 2016

- Received responses to the Request for Proposals for professional services. Board Members should have received a breakdown of these proposals. One correction: The firm that responded to the Environmental/Regulatory Engineering Proposal did not provide a properly completed disclosure form. Counsel determined that this was a non-waivable defect. As such a resolution will be included in the agenda package authorizing the extension of the current contract until the March 7th 2016 meeting (funds are available) and to re-advertise this position on the Authority website for twenty days.
- Prior to winter storm Jonas, PSE&G had noticed the Authority that work was to commence on the installation of the high pressure gas line on Monday 1/25/2016. Received notification on 1/26/16 that this work has been rescheduled to begin on 2/8/16.
- The Authority’s Environmental/Regulatory Engineering firm PS&S attended the mandatory training for the receipt of the grant funds. They will be assisting with the documentation/submittals.
- Received reimbursement from Xchange for the costs incurred due to debris in the main sewer line and the replacement of a broken manhole cover.

- Contacted firms for the possibility of lining some of the manholes in the collection system that may be in need of repair. Two firms only offered a product, not installation and the third firm wanted a contract to even come out for a demonstration. Staff will continue to contact firms.
- No further action to report regarding the possible connection of the USCG Auxiliary building to the SMUA sanitary on Meadowland Parkway.
- The firm that was scheduled to come out & review the possibility of additional solar fields was to be on site the week of 1/25/16. We will reschedule.
- There was damage to the power steering on one of the vehicles that is being repaired. Due to age and mileage, the Authority will be pricing out another pick-up truck and plow assembly.
- NJDEP was onsite on Wednesday 1/20/16 to review the Authority Operations and Maintenance Manuals and have a tour of the facility.
- Received preliminary report on SCADA feasibility study.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT
FOR THE MONTH OF JANUARY 2016**

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. To be removed from monthly report unless future discharges occur or information is needed to transfer.
- 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 To be removed from monthly report until further action occurs.
- 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 To be removed from monthly report until further action occurs.
- 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 from 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 accordingly. SMUA sent PSEG check for high pressure line extension. PSEG to start gas line extension when recent snow is removed.

- 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. Comparing the costs of the force main, pump station installation and new power source. Submitted to Town for review. To be removed from monthly report until further action occurs.
- 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. Unsuccessful attempt to return calls to Applicants permit engineer.
- 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. VFDs have arrived on site for the bypass pump station
- Contacted Tax Department to ascertain new tax maps for use by the Authority for facilities inventory. Waiting for meeting schedule. Will be attending a meeting at NJSIA on their GIA/Meri system.
- 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. To be removed from monthly report until further action occurs.
- The pump guide rails and support have been compromised. Reaching out for proposals to repair. Rapid Pump submitted a proposal of \$4,290.
- Spoke with National Watermain and others concerning a manhole lining/coating system for the collection system older brick man holes throughout the Town, especially the Clarendon Area.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME
Authority Engineer
January 27, 2016

OPERATIONS REPORT – January 2016
Submitted February 1, 2016

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.6112 MGD. Maximum daily flow was 5.7739 M.G.; the estimated total flow for the month was 80.9463 MG.
- 2) The Odor Control system was drained and cleaned.
- 3) The monthly test was conducted on the Emergency Generator.
- 4) A new Volgelsang positive displacement pump was installed for sludge transfer.
- 5) Routine maintenance and grounds keeping were preformed.
- 6) The Serpentine tank was drained and cleaned.
- 7) Plant water pump number one was taken out of service by Precision Motor. The pump seems to have bad bearings. The pump was installed in November of 2015.
- 8) The recirculation pump on boiler number two failed. F and G Mechanical was the low quote and is awaiting the arrival of the new pump.
- 9) The Secondary Sludge pump transducer failed. The unit was taken for repair by Rapid Pump and Meter. The Secondary Sludge Pumps are currently operating on the float system.
- 10) The Fork Lift had a new master Cylinder installed for the brake system.
- 11) The power steering system failed on the Ford pickup truck. The truck is out for repair.
- 12) The rear window was broken on the G.M.C. pickup truck during snow plowing. The weight located in the bed shifted and hit the rear of the cab.
- 13) The storage room door was repaired by Accredited Lock.
- 14) Snow removal lasted almost four days after the storm.

PUMP STATION # 1 Village Place

- 1) The estimated average daily flow was 1.021mgd.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.
- 4) All valves in the station were exercised.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The estimated average daily flow was 74,805 g.p.d...
- 2) Routine maintenance and grounds keeping were performed

PUMP STATION # 3 Henry Street

- 1) The estimated average daily flow was 69,641g.p.d.
- 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 reviewing quotes for the repair.

PUMP STATION # 5 Wilroy – Secaucus Road

- 1) 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 estimated average flow was 14,926 g.p.d.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.

COLLECTION SYSTEM:

- 1) The Authority cleaned approximately 347 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

A motion was made to adjourn the meeting at 7:35 by G. Pascarello; seconded by Jorge Cardenas. All in Favor: 5-0-0.