

February 6, 2017

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Monday, February 06, 2017 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
	Jorge Cardenas	Treasurer
	Mark Moloughney	Assistant Secretary

Also Present: John Napolitano; Glenn Beckmeyer

The Minutes of the January 9, 2017 meeting were approved on a motion made by M. Moloughney, seconded by J. Cardenas. Approved by roll call vote; J. Cardenas: Aye; M. Moloughney: Aye; F. Vogel, Aye. {3-0-0}.

At this point, the meeting was turned over to Authority Counsel, John Napolitano for the sine die reorganization of officers. Nominations and approvals are as follows:

Chairman: Fred Vogel nominated by J. Cardenas; second by M. Moloughney. Roll call vote: J. Cardenas: Aye; M. Moloughney: Aye; Fred Vogel: Aye. Chairman Vogel appointed 3-0-0.

Vice Chairman: Jorge Cardenas nominated by F. Vogel; second by M. Moloughney. Roll call Vote: F. Vogel: Aye; M. Moloughney: Aye; J. Cardenas: Aye. Vice Chairman Cardenas appointed 3-0-0-.

Secretary: George Schoenrock nominated by F. Vogel; second by J. Cardenas. Roll call vote: M. Moloughney: Aye; J. Cardenas: Aye; F. Vogel: Aye. Secretary Schoenrock appointed 3-0-0.

Treasurer: Mark Moloughney nominated by F. Vogel; second by J. Cardenas. Roll call vote: J. Cardenas: Aye; F. Vogel: Aye; M. Moloughney: Aye. Treasurer Moloughney appointed 3-0-0.

Roll Call of the 2017 officers of the Secaucus Municipal Utilities Authority as nominated above: Treasurer Moloughney: Aye; Vice Chairman Cardenas: Aye; Chairman Vogel: Aye. This slate is confirmed until the 2018 Reorganization meeting of the Authority.

After a brief description of the matters on the Consent Agenda; it was moved on a motion by Cardenas; second by Vogel and are as follows:

RESOLUTION 2017-02A
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 designate US Bank and TD Bank of New Jersey as its official depositories, and Executive Director, Brian Bigler to act as agent for the Authority;

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

- | | | |
|----|----------|---|
| 1: | US Bank: | Fred Vogel, Jorge Cardenas; George Schoenrock |
| 2. | TD Bank | Fred Vogel, Jorge Cardenas; George Schoenrock |

RESOLUTION 2017-02B
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 2017-02C
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, 2017 through to the February 2017 reorganization meeting.
- 2) That Brian Beckmeyer is hereby appointed as Alternate.

RESOLUTION 2017-02E
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, 2017 through to the February 2017 reorganization meeting.
- 2) That Steve Bronowich is hereby appointed as Alternate.

RESOLUTION 2017-02F

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 2017-02G

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 2017-02H
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, 2017 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 2017-02I
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, 2017 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 2017-02J
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, 2017 meeting of the Authority, to audit calendar year 2017.
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 2017-02K
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, 2017 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 \$ 47,700.00.

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 2017-02L
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, 2017 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 2017-02M
AUTHORIZING 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, 2017 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. The amount of this contract shall not 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 2016-02-N
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey
Authorizing Agreement for Professional Services
To Paulus Sokolowski and Sartor, LLC

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 wishes to retain a firm to provide environmental engineering services; and

WHEREAS, Paulus Sokolowski and Sartor, LLC (“PS&S”) is willing to provide these services set forth in its proposal dated January 11, 2017 in an amount not to exceed \$21,800.00; and

WHEREAS, the Authority wishes to retain PS&S to perform these services; and

WHEREAS, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-5) exempts the award of contracts for professional services from the requirements of public advertising and bidding; and

WHEREAS, the Authority wishes to ratify any actions taken in furtherance of this resolution; and

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

1. The Secaucus MUA Executive Director is hereby authorized and directed to execute the agreement with Paulus Sokolowski and Sartor, LLC.

2. A notice of this action shall be published in the official newspaper of the Authority.

3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and empowered to take whatever action is reasonably necessary and to execute any documents that may be required on behalf of the Authority, to effectuate the purposes of this Resolution.

RESOLUTION 2017-02-O
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 7,587 {2,529 days x 3 shifts/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 2016 (or at a minimum, 85% of scheduled workdays if on State Disability) 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 2017-02-P
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey
RESOLUTION APPROVING APPOINTMENT OF A MAINTENANCE SUPERVISOR

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, for the more efficient operation of the Authority, the Authority has a need to hire a new employee for the position of a Maintenance Supervisor; and

WHEREAS, at its January 9, 2017 meeting, the Authority authorized the posting of the position of a Maintenance Supervisor; and

WHEREAS, pursuant to its Agreement with Local 11 of the International Brotherhood of Teamsters, said position was duly posted; and

NOW, THEREFORE BE IT RESOLVED, that Anthony Smetkowski, Jr. has met the requirements for this position and is hereby offered the position of Maintenance Supervisor , commencing on January 23, 2017; and

BE IT FURTHER RESOLVED, that due to the additional requirements and responsibilities of this position, Anthony Smentkowski shall receive an additional \$2,500.00 effective February 6, 2017 and an additional \$2,500.00 effective August 7, 2017 added to his base salary.

The Consent Agenda was approved by roll call vote. M. Moloughney: Aye; J. Cardenas: Aye; F. Vogel: Aye. Resolutions approved 3-0-0.

After a brief discussion, the voucher list was moved on a motion made by F. Vogel, seconded by J. Cardenas and is as follows:



Voucher List for Meeting of February 06, 2017

Prepared: 01/25/17

NUMBER2	COMPANY	MONEY	CK#	PO#	REASON
1	AEA	3,700.00		2017-057	Annual Membership Dues 2017
2	Alpha Dog	150.00		2017-045	Monthly Maintenance & Hosting Fee:1/17
3	Atlantic Tomorrows Office	271.37		2017-062	Copy Kit Fee: 10/01/16 to 12/31/16
4	Beckmeyer Engineering	6,250.00		2017-056	Engineering Services: January 2017
5	Bellaqua	41.65		2017-044	Water

6	Biotriad Environmental	1,389.00		2016-534	Odor Control
7	Cleary, Giacobbe, Alfieri	3,878.90		2017-065	Legal Services: 12/01/16 to 12/31/16
8	Campbell Fire	253.59		2017-026	Fire Extinguisher Inspection
9	Comcast	178.44	10307	2017-024	Internet Services: 01/02/17 to 02/01/17
10	Constellation Energy	1,902.45	10319	2017-025	Remote Stations Power: 11/27/16 to 12/27/16
11	D.W. Martine & Assoc.	13,528.00		2016-644	Carrying Chains & V Buckets
12	Dubows Auto Repair	686.80		2017-032	Repairs to F250 Tail Gate
13	Duperon Corp.	10,500.00		2016-749	Parts for Screw Press Grit Building
14	Emerald	253.95		2017-020	3 Cases XL Gloves
15	Eurofins	233.40		2017-078	Analytical Services: 12/15/16
16	Eurofins	28.00		2017-077	Analytical Services: 1/12/17
17	F.W. Webb	19.58		2017-001	Parts for Chlorine Feed
18	FDR Hitches	969.52		2017-033	Repair to Salt Spreader
19	FedEx	54.21		2017-043	Packages
20	Feldman Bros	254.80		2017-038	Ballast Kit Sludge Building
21	GLEC	653.94		2017-069	HDG Consulting Services
22	Grainger	102.15		2017-034	Water Pump for Camera Truck
23	Grainger	29.80		2017-035	6V Batteries
24	Hach	354.16		2017-003	Lab Supplies
25	Hach	414.39		2017-040	Lab Supplies
26	Home Depot	80.28		2017-011	Case Green Marking Paint
27	Lowe's	60.72		2016-782	LED Light Bulbs
28	Miracle Chemical	787.50		2017-021	Sodium Bisulfite
29	Municipal Capital Finance	164.77	10308	2017-023	Copier Lease: Payment# 43 1/17
30	Nassor Electrical	253.04		2017-028	Parts for Pump Control Repair @ Seaview
31	Nassor Electrical	1,229.90		2017-018	Unit Heater Village Place Pump Station
32	Nassor Electrical	150.18		2017-031	GFI, Plugs & Connectors
33	One Call	2.50		2017-046	Markouts
34	PSEG	899.34	10356	2017-036	Power: Dec. 2016
35	PS&S	300.00		2017-063	Professional Services: Misc Admin Serv
36	PS&S	6,006.48		2017-055	Professional Services: Work Done for Su
37	PS&S	673.08		2017-080	Professional Services: Misc Admin Serv
38	PVSC	15,168.00		2017-079	Sludge Disposal: 12/16/16 to 01/15/17
39	Persistent Construction	10,710.84		2017-064	Emergency Repair Contract Washington
40	Process Equipment	2,534.42		2016-765	Milton Roy Metering Pump
41	ProcessFlo	475.40		2017-005	Pressure Gauges for Chlorine Pumps
42	Pumping Services	928.44		2017-027	Emergency Service to Seaview Drive Pu
43	R&D Trucking	8,800.00		2017-071	Sludge Removal: 12/02/16 to 12/30/16
44	Spectraserv	3,956.00		2017-070	Monthly Container Charge: Dec. 2016
45	Staples	99.44		2017-019	Office Supplies
46	Staples	124.85		2017-017	Office Supplies
47	Staples	48.40		2017-048	Office Supplies
48	State of NJ	33,847.38	TEPS	2017-052	Hospitalization: Active Employees: 01/17
49	State of NJ	1,394.46	TEPS	2017-050	Hospitalization: Retiree Employees: 02/1

50	Suez Water NJ	1,177.51	10358	2017-042	Water 11/21/16 to 12/21/16
51	Town of Secaucus	1,630.08		2017-051	Dental Reimbursement: Feb. 2017
52	Treasurer-State of NJ	200.00	10354	2017-030	Renewal Permit for Back flow
53	Union Auto Parts	71.40		2017-029	Gear Oil
54	Union Auto Parts	75.95		2017-066	Wiper Blades & Floor Mat for Chevy
55	US BANK	3,125.00	10360	2017-047	Trustee Fees
56	Verizon	252.40	10359	2017-041	Telephones 12/19/16 to 1/18/17
57	Verizon Wireless	218.58	10361	2017-053	Telephones: 12/13/16 to 01/12/17
58	WEX Bank (Sunoco)	612.59	10309	2017-022	Fuel: Dec. 2016
	TOTAL:	142,157.03			

Roll Call to approve the voucher list as presented: M. Moloughney: Aye; J. Cardenas: Aye; F. Vogel: Aye. 3-0-0.

Old Business: None.

New Business: The NJDEP accepted our affirmative defense for contract laboratory error. The DCA approved the Authority 2017 Adopted Budget.

Report of the Executive Director
January 2017 {January 31, 2017}

- Sold accumulated solar SRECs for \$8,373.00.
- Advertised for RFP's for all professional services to be submitted by January 11, 2017. Once received staff reviewed and made recommendations for appointments at the February 6, 2017 Reorganization meeting.
- Posted the position for maintenance supervisor. There was one applicant and his qualifications meet the job description. A resolution formalizing his appointment is on this month's consent agenda
- Ordered all the parts for updating the control panel of the secondary sludge pumps. Waiting on delivery so we can get the contracted Authority Electrician to install.
- Work has commenced on the dual-fuel converter. We anticipate the project to be completed by the end of February.
- The contract for the security/SCADA installation has been awarded. A preconstruction meeting will be scheduled for February.
- Nothing further to report regarding the possible connection of the USCG Auxiliary building to the SMUA sanitary on Meadowland Parkway.

- Finalized the labor agreement with counsel. The MOA was ratified at the November meeting of the Authority. The union has agreed to the contract and this should be finalized and signed in the near future.
- Contacted Mayor Gonnelli and Town Administrator Gary Jeffas regarding an ongoing problem with the privately owned collection system at Harmon Cove. Awaiting a response.
- The Authority may have to install a manhole on River Road near Acorn Road in the future. The original connection was made in the early 1970's and there was no way to access the line for cleaning/inspection. There is a condo building and at least one residence connected to this line and the Authority has been onsite to jet this line as best as possible.
- Attended a meeting of the N.J. Harbor Dischargers Group with Great Lakes Environmental Center (GLEC) regarding a possible surface water quality limit for the Hackensack River. It was decided that this project would not proceed until all questions about regulated agencies are answered.

Legal: No Report

ENGINEERS REPORT

FOR THE MONTH OF JANUARY 2017

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

- Bids were published and were accepted on April 29, 2016. Project was rebid due to excessive bid numbers. Rebid opening was June 1, 2016. The low responsible bidder was Envirocon from N.J. at \$119,000. Paper work from the Contractor was received and signed. The pre-construction meeting was held on September 27. The conversion equipment was ordered is more than a month for delivery. Other work will be done during the wait time of delivery. The Mechanical Sub Contractor began work in October. The high pressure gas line and fencing has been installed. The Mechanical sub-contractor is measuring and modifying the conversion unit to adapt to our generator. Work has started on the generator. A temporary generator has been deliver and is hooked up to the Auto Transfer Switch and is presently the back-up power for the facility until work is completed on the conversion.
- We looked into two designs to supply sanitary services to the Coast Guard Building. A gravity System and a pumping system. We have compiled the costs of to bid out either installation. The cost information comparison was submitted to the Town for review and input. The Mayor had requested a meeting on this project. Waiting on his availability.
- Spoke to the applicant's engineer about a proposed connection at 1 County Avenue. Reviewed application. Engineer received review letter and stated that the design was to change. Unsuccessful attempt to return calls to Applicants permit engineer. Waited on design plans from the applicant. Received plans and reviewed, issued comments back to the applicant's Engineer. Revised plans have just been submitted, starting the review.

The applicant is required to obtain an easement to install a force main and connect into an existing privately owned sewer before it leads into the SMUA system in Penhorn Drive. The engineer sent revised drawings showing a new location for the pump station, also sent the easement description and plan. New require a revised TWA application. Requested that the easement also reads that the private sewer will convey the adjacent properties sewage in perpetuity. Easement was received and is being reviewed for compliance.

- Contacted Tax Department to ascertain new tax maps for use by the Authority for facilities inventory. Meeting never occurred. Attended a few meetings at NJSEA on their GIS/Merri system. The tax department is waiting on a proposal from the Town to update the Tax Maps. We also met with the NJSEA to gather information on use of their system and/or data. The NJSEA is in the process of turning over the MERI System to Rutgers. Beckmeyer Engineer has submitted a proposal to the SMUA for re-creating the Sanitary Sewer Map with updated sewer serving areas. As recommended by the Commissioners, reached out to the NJSEA to see if the information can be OPRA'd. NJSEA information is not readily available. NJSIA has confirmed that the SMUA can purchase utility levels for an AutoCad file. My office will in return create usable updated maps of the SMUA sanitary Sewer system
- Started investigation to determine the capital cost for the replacement of the trickling filters plastic media. Estimated cost for delivery of Media > \$1,000,000 without installation or disposal of old media
- 2 Secondary sludge pumps burnt out due to a shorted power feed. A rental pump was installed along with a temporary pump feed cable from the panel in the sludge building to the clarifier. Proposals to install new conduit and feed wiring between the panel and the clarifier were received. Conduit has been installed. New wiring has been installed and the system is operating. A new control panel is being proposed for the pumps.
- Prepared a scope to supply and install a scum collecting "beach" within the sludge thickener tank. The SMUA will empty and clean the tank with the contractor doing the remaining work. We will also be replacing a 6" eccentric ball valve at the bottom of the tank since it will be empty and out of service. Prepared a RFP and uploaded it to the SMUA web page. Held a pre-bid meeting with three contractors in attendance. Two contractors bid with Rapid pump and meter Services being the lowest at \$15,780.00. Second bidder was \$38,000.00. Awarded to Rapid. We received notification that the equipment has been shipped. Upon receiving a solid delivery date, the SMUA will coordinate with the Contractor on the tank emptying schedule and probable installation date. The tanks were emptied and the contractor started the work of 11/30/16. Project has been completed. Approved payment of the proposal amount.
- Met with representatives for the proposed Hudson County Technical School to be located on New County Road. Produced estimated flow letter for the Authority and Applicant. Prepared technical review. Requested further information on the proposed pump station. Received information and will now request a meeting with their design staff for further clarifications. Requested further clarification on their submitted force main calculations and received information, presently reviewing. Notified the engineer that a pre-treatment system would be required to combat high sulfide levels within the

long force main. Also sent other information on known facilities within the construction area.

- Met with Chuck Cuyulis on the proposed SCADA project. Started preparing facility layouts and the conduit design runs. Sent Chuck Cuyulis preliminary plans for review and markup. Received mark up and commented plans. Started updating the plans. Plans were revised and sent back to Chuck Cuyulis. Public Bid, prepared by PS&S and Keystone were opened. Bid was reviewed by PS&S and Keystone and approved.
- PSEG has agreed to install a power monitoring device on our service connection before our transformer to record the power consistency from the utility. The device will be installed for approximately a month and then the data will be analyzed. The device was installed November 1, 2016 by PSEG. PSEG has returned to pick up the device this week. Waiting for their report.
- 100 Park Plaza Drive is a new 469 residential development consisting of sixty (#60) studio, one hundred ninety-seven (#197) one bedroom, one hundred ninety-three (#193) two bedroom and nineteen (#19) three bedroom residential units. An Engineer Review letter approving the application contingent on the submittal of further requested information was sent to the applicant
- Reviewing a change of use at 215 County Avenue for the installation of a ink printer. I have been in contact with facility personnel. The SMUA has requested further information on their existing pH adjustment system. The SMUA has informed the owner that they are required to submit a "Change of Use" application for a process discharge of additional 1,300 gpd.
- Started reviewing the design of a new blower at the post-aeration tank. The present blower is oversized and can be reduced in horse-power. Also is if the addition of a "VFD" on the existing blowers would also show the Authority power savings. Requested a manufacturer rep to quote the supply and installation of a VFD to run the existing blowers. Waiting on the proposal
- Site visits to River Road, River Court and Acorn Court. A 6 inch sewer main/lateral from an apartment complex has been backing up due to a blockage. The SMUA can only Video a few feet before the camera is submerged and can only jet about 35 feet before it is blocked. Met Persistent to develop a strategy on the repair of the line. A test pit will be dug around the point of the blockage to determine the appropriate repair. Road closure to River Court and River Road will be evident due to the tight confines of the roads.
- Norfolk Southern has placed concrete barriers at the access to the SMUA SeaView Pump Station making access very difficult to impossible, never mind the difficulty of snowplowing the access drive. Started pulling stored files from the construction of that project. Will create an access description, with attorney assistance, to guarantee the SMUA authority of access and maintenance.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E., P.P., CME

Authority Engineer
February 1, 2017

OPERATIONS REPORT – January 2017
Submitted February 6, 2017

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.5796 MGD. Maximum daily flow was 7.8519 M.G.; the total estimated flow for the month was 91.1957 MGD.
- 2) Air Group Inc. installed a new pilot sensor and gas valve on boiler number two.(2)
- 3) New collector chain and buckets were installed in the north Grit Collector , (channel number one).
- 4) Routine maintenance and grounds keeping were performed.
- 5) The Serpentine tank was drained and cleaned.
- 6) The Rag Compactor was repaired and reinstalled at the Bar Screens in the Grit Building.
- 7) The Dual Fuel apparatus is being installed on the Emergency Generator.
- 8) New Fan drive belts were installed on the Large Odor Control Fan.
- 9) PSE&G removed the voltage monitor from the Switch Gear in the Generator room.
- 10) A Two inch galvanized pipe was replaced from Sludge Pump number two to the Sludge Sampling Tank.
- 11) Pumping Services preformed troubleshooting on the backup level controller at Pump Station Number three.(3)

PUMP STATION # 1 Village Place

- 1) The average daily flow was 1.153 M.G.D.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.
- 4) Pump number one failed, bad bearings. .Pump was replaced and pump one was sent for repair.
- 5) A new area heater was installed.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The estimated average daily flow was 74,646 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The estimated average daily flow was 56,603 G.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 timer, voltage meter, and relay were installed in the Pump Control Panel.

PUMP STATION # 5 Wilroy – Secaucus Road

- 1) This station is not in service. Grounds keeping was performed.

PUMP STATION # 6 Castle Road

- 1) The estimated average flow was 14,905 G.P.D.
- 2) Routine Maintenance and grounds keeping were performed.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.

COLLECTION SYSTEM: Approximately 2,294 feet of sanitary lines were cleaned. The Authority assisted the D.P.W. in cleaning various catch basins. The Jet Truck was sent out for repair. The P.T.O. was leaking.

Respectfully Submitted
Brian A. Beckmeyer Sr.
Superintendent

A motion was made at 7:50 by F. Vogel; second by M. Moloughney to close the open portion of the meeting and enter into Executive Session.

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

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.

All in favor 3-0-0.

A motion was made at 8:20 to close Executive Session and reopen the Public Session by F. Vogel; second by J. Cardenas. All in favor: 3-0-0.

A motion was made by F. Vogel; second by M. Moloughney authorizing the posting of the position of Treatment Plant Operator. All in favor: 3-0-0.

At 8:30 PM, a motion was made by F. Vogel, second by J. Cardenas to adjourn the meeting. All in Favor 3-0-0.