

January 11, 2018

Minutes of a Special Meeting of the Secaucus Municipal Utilities Authority; this meeting is the rescheduled January 9, 2018 meeting that was postponed due to lack of quorum. Meeting was held 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.

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|------------|-------------------|--------------|
| Roll Call: | Fred Vogel | Chairman |
| | George Schoenrock | Secretary |
| | Ray Spellmeyer | Board Member |

Jorge Cardenas & Mark Moloughney excused

Also Present: John Napolitano; Brian Bigler; and Katherine Acevedo (SMUA).

The Minutes of the December 04, 2017 regular meeting were approved on a motion made by R. Spellmeyer, seconded by F. Vogel. All in Favor Approved: 3-0-0.

Resolution 2018-01 was moved on a motion by R. Spellmeyer, Second by F. Vogel and is as follows:

RESOLUTION 2018-01 AUTHORIZING CONTRACT FOR EMERGENCY ELECTRICAL 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, on January 9, 2018, the Authority received a sole bid for emergency electrical services from Carfi Electric; and

WHEREAS, the Authority has been advised by its Counsel, Cleary, Giacobbe, Alfieri, Jacobs, LLP, that Carfi Electric is the sole responsive bidder; and

WHEREAS, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED that the Authority hereby awards a contract for emergency electrical services to Carfi Electric, LLC payable in accordance with the prices set forth in its proposal received on January 9, 2018 by the Authority, which is in accordance with the bid specifications, for a period of one year, in an amount not to exceed \$35,000.

BE IT FURTHER RESOLVED that this contract is awarded in compliance with the fair and open requirements of N.J.S.A. 19:44a-20.1 et seq.

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

BE IT FURTHER RESOLVED to all previous actions taken furtherance to this resolution are hereby approved and ratified.

Date: January 11, 2018

The above resolution was approved by roll call vote: R. Spellmeyer: Aye; G. Schoenrock: Aye; F. Vogel: Aye. Carried 3-0-0.

The Executive Director reported that he had met with John Flanagan regarding the possibility of that firm becoming the webmaster for the Authority website. He reported that Mr. Flanagan has been the Town's webmaster for several years and that he had submitted a proposal to the Authority to assume those duties. Mr. Bigler reported that there would be a realized savings of \$600 per year and that Mr. Flanagan had prepared a sample of his proposed website. There is no action at this time other than a motion to terminate our current contract with Alpha Dog. Mr. Flanagan will begin operating March 2018 and a resolution will be presented to Board members at the next Authority meeting. Motion to terminate current contract effective March 1, 2018 was made by R. Spellmeyer, second by F. Vogel, all in favor. 3-0-0.



Voucher List for Meeting of January 11, 2018

Prepared: 12/25/17

| NUMBER2 | COMPANY | MONEY | PO# | REASON |
|---------|---------------------------|-----------|----------|---|
| 1 | Alamo Insurance Group | 2,542.92 | 2017-799 | 1st Installment RMC; JIF Reimbursement |
| 2 | Alpha Dog | 150.00 | 2017-768 | Monthly Maintenance & Hosting Fee:12/17 |
| 3 | Beckmeyer Engineering | 10,592.36 | 2017-752 | Engineering Services:10/23/17 11/21/2017 |
| 4 | Beckmeyer Engineering | 21,777.11 | 2017-753 | Approved Work Outside The Annual Contract |
| 5 | Bellaqua | 137.30 | 2017-765 | Water |
| 6 | BioTraid Environmental | 1,641.54 | 2017-685 | Odor Control & Degreaser |
| 7 | Carfi Electric LLC | 6,517.00 | 2017-770 | Electrical Services |
| 8 | Cleary, Giacobbe, Alfieri | 3,877.00 | 2017-804 | Legal Services:11/01/17 to 11/30/17 |
| 9 | Cleary, Giacobbe, Alfieri | 1,091.50 | 2017-795 | Legal Services Outside Scope of Contract:11/30/17 |
| 10 | Comcast | 178.40 | 2017-763 | Internet Services: 12/02/17 to 01/01/18 |
| 11 | Constellation Energy | 2,979.54 | 2017-771 | Power Remote Stations: 10/27/17 to11/28/17 |
| 12 | Cotronics Corp. | 152.70 | 2017-740 | Durabond for Manhole Repairs |
| 13 | Deluxe Intl | 723.00 | 2017-195 | Repairs & Diesel Emissions Test Jet Trucks |
| 14 | Emerald Pro Stat | 254.95 | 2017-756 | 3 Boxes X- Large Latex Gloves |

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|----|---------------------------|-----------|----------|---|
| 15 | Ener-G Rudox | 1,413.17 | 2017-635 | Parts for Main Plant Generator |
| 16 | Environmental Products | 665.45 | 2017-695 | Jet Truck Parts |
| 17 | Eurofins | 28.00 | 2017-767 | Analytical Services: Distilled Water 11/16/17 |
| 18 | Fisher Scientific | 605.80 | 2017-709 | Lab Supplies |
| 19 | Fuel Ox | 350.00 | 2017-796 | Fuel Additive |
| 20 | GLEC | 124.99 | 2017-787 | HDG Consulting |
| 21 | Grainger | 31.64 | 2017-708 | Number Kit for Labeling |
| 22 | Hach | 17.88 | 2017-667 | Lab Supplies |
| 23 | Hach | 297.24 | 2017-780 | Lab Supplies |
| 24 | Hach | 147.98 | 2017-788 | Lab Supplies |
| 25 | Home Depot | 139.65 | 2017-701 | Paint for Flag Pole |
| 26 | Home Depot | 614.19 | 2017-750 | Maintenance Supplies |
| 27 | Home Depot | 87.88 | 2017-779 | Blow Torch, Propane Tanks |
| 28 | JCI Chemical | 1,720.00 | 2017-699 | Sodium Hypochlorite |
| 29 | JCI Chemical | 1,750.10 | 2017-769 | Sodium Hypochlorite |
| 30 | K-H Machine | 169.30 | 2017-561 | Sheer Pins Primary Clarifier Drives |
| 31 | Miracle Chemical | 1,218.75 | 2017-755 | Sodium Bisulfite |
| 32 | Municipal Capital Finance | 164.77 | 2017-762 | Copier Lease: Payment# 54 |
| 33 | NJUA-JIF | 47,657.13 | 2017-776 | 1st Installment Insurance 1/15/18 |
| 34 | Nassor Electric | 604.66 | 2017-759 | Heater & Thermostat for PS #2 Lot of Materials Upgrade controls for Sludge Blowers |
| 35 | Nassor Electric | 1,114.47 | 2017-761 | |
| 36 | One Call Concepts | 6.25 | 2017-766 | Markouts:(5) |
| 37 | PCS Pump | 727.05 | 2017-655 | 2 Relays for Flygt Pumps |
| 38 | PS&S | 1,367.50 | 2017-785 | Professional Services: Misc. 10/1/17 to 10/31/17 |
| 39 | PVSC | 9,984.00 | 2018-004 | Sludge Disposal: 11/16/17 to 12/15/17 |
| 40 | Persistent Construction | 8,900.00 | 2017-784 | Emergency Repairs: County Ave. 10/30/17 |
| 41 | Pierce-Eagle | 283.51 | 2017-754 | Hydraulic Filter |
| 42 | Pierce-Eagle | 2,493.05 | 2017-791 | Parts & Services Jet Truck |
| 43 | Pitney Bowes | 117.00 | 2017-810 | Meter Rental Fee: 1/1/18 to 3/21/18 |
| 44 | Pumping Services | 1,224.00 | 2017-758 | Service Call PS#1 |
| 45 | R&D Trucking | 6,160.00 | 2017-794 | Sludge Removal: 11/01/17 to 11/30/17 |
| 46 | Redicare LLC | 282.95 | 2017-764 | First Aid Cabinet |
| 47 | Scott Environmental | 125.00 | 2017-751 | Back Flow Inspection |
| 48 | Spectraserv | 3,956.00 | 2017-786 | Monthly Container Charge:Nov.2017 |
| 49 | Star Ledger | 30.00 | 2017-775 | Legal Ad Charge |
| 50 | State of NJ | 35,043.37 | 2017-808 | Hospitalization: Active Employees:12/17 |
| 51 | State of NJ | 1,363.26 | 2017-809 | Hospitalization: Retiree Employees: 01/18 |
| 52 | Suez Water NJ | 1,232.29 | 2017-772 | Water 10/17/17 to 11/17/17 |
| 53 | Town of Secaucus | 1,630.48 | 2017-777 | Dental Reimbursement: Jan. 2018 |
| 54 | Town of Secaucus | 89.99 | 2017-793 | Reimbursement for Surge Protector |
| 55 | United Rentals | 6,100.57 | 2017-691 | Rental Fee for Site Lighting Articulating Boom |
| 56 | United Rentals | 74.80 | 2017-783 | Refueling Charge for Articulating Boom |
| 57 | Verizon | 270.62 | 2017-802 | Telephones |

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|---------------|-------------------|------------|----------|----------------------------------|
| 58 | Verizon Wireless | 222.50 | 2017-801 | Telephones: 11/13/17 to 12/12/17 |
| 59 | WEX Bank (Sunoco) | 584.97 | 2017-774 | Fuel: Nov. 2017 |
| TOTAL: | | 193,807.53 | | |

The voucher list was approved by a motion made by R. Spellmeyer; second by F. Vogel. Roll Call Vote G. Schoenrock: Aye; R. Spellmeyer: Aye; F. Vogel: Aye. 3-0-0.

Old Business: None

New Business: The Executive Director reported that the Authority received three substantial connection fees at the end of 2017 that were not included in the budget due to the fact that the budget was submitted to DCA prior to the posting of these fees totaling \$1,722,559.10.

A developer had contacted the Authority regarding change in use preliminary applications (no formal application received) to change retail properties to restaurants. The initial and preliminary charges would be approximately \$400,000. The developer inquired if there could be any reduction in these fees. The Executive Director responded no, but there would be a credit for the exiting use.

I submitted an application to NACWA for another Platinum Peak Performance award. Received correspondence that the Authority application was well-received and we will be eligible for this award, which would be the 19th consecutive year.

Legal: No report

**Report of the Executive Director
December 2017 {submitted January 4, 2018}**

- Authority Engineer is working with the contractor to complete the installation of the dual fuel assembly for the emergency generator. Continued working with the Regulatory Engineers to prepare new permitting and air stack testing.
- The grievance from April 3, 2017 was dismissed by PERC and the scheduled arbitration meeting has been canceled by the Arbitrator.
- The Authority continues to monitor the sewers in low lying areas for cleaning & inspection.
- The Final NJPDES Permit has been received. The Authority has formally requested an adjudicatory hearing. Nothing further to report at this time.
- Work has progressed on several change-in-use requests for connection into the Authority collection system. One applicant has challenged the fee and Counsel will address this matter with that applicant's Counsel.

- Xchange hired a contractor to monitor present flow from this project. The Authority has been named as insured. The contractor has determined that the initial site would not produce optimum results and is proposing to install meters at three separate locations.
- DCA had some minor inquiries regarding the Introduced 2018 budget. The Authority Budget has since been adopted and approved by the DCA.
- Have not received an answer from the USEPA regarding our response to the compliance inspection report.
- Met with representatives of PSEG regarding energy supply to the Koelle Blvd. facility and results of monitoring that took place twice over this past summer. We were informed that the data that they had on the monitoring devices was lost. When we informed them that there hasn't been much of an issue since the summer, we were informed that if there were any interruptions of power to contact PSEG as soon as possible.
- Contracts for all of the procurement bids have been executed along with the RMC contract. There were no bidders on the SCADA project, so this was re-bid in late December. Again, there were no bidders so the Authority now has the ability to negotiate a contract for these services. We have meetings set for January with two firms.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT FOR THE MONTH OF DECEMBER 2017**

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

- Dual Fuel Generator. (This project narrative has been reduced, reference prior months reports for information) The piping has been completed and the two new regulators have been installed and pressure tested. The system has been turned on by PSEG. We are waiting for the technician from the manufacturer to arrive to balance the system for operation.
- Contacted Tax Department to ascertain new tax maps for use by the Authority for facilities inventory. Meeting never occurred. Beckmeyer Engineer has submitted a proposal to the SMUA for re-creating the Sanitary Sewer Map with updated sewer serving areas. This office will purchase the required utility layers and produce required maps. Recently received information from NJSEA and currently piecing the files together. Requested NJSEA to reformat material sent for compatibility to our software. Putting the files together on the Service Maps. Checking on proper manhole and pipe run locations. Work is continuing on map preparation. Received as-built Cad files on Exchange Place from McCutcheon surveyors and are incorporating them into maps
- 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. Attended the force main

pre-construction meeting. Went to site for connection into the SMUA system, however, the construction was postponed that day due to expectant inclement weather. The installation came upon an unknown water line. The engineer requested a change of their installation; the SMUA sent back an alternative that would put less burden on the SMUA. Went to site to observe installation, requesting as-built plans from contractor. As-built plans will be submitted by the contractor when surveyor performs final project as-built.

- 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.
- Started the SCADA project plans and specifications Continued the work on the specifications for this project. Bid documents will be ready for public advertisement and public pick-up on November 3, 2017 with a pre-bid meeting to be held on November 8, 2017. Bids will be publically opened on November 28, 2017. No bidders submitted. Therefore, the SMUA will need to re-advertise again for a bid opening in December for awarding at the January meeting. No one bid on the rebid, therefore, by NJ State law, the SMUA is allowed to negotiate a contract with a contractor.
- Preparation of the 5 bi-annual specifications (Misc. Sanitary Sewer Work, Grit and Screening Removal, Sludge Removal, Supplying of Sodium Hypochlorite, and Supplying of Sodium Bisulfite) were started and Bid documents will be ready for public advertisement and public pick-up on November 3, 2017. Bids will be publically opened on November 28, 2017. Bids for the bi-annual specifications were opened in Public and read out aloud. Review of all low apparent bids will proceed with the results submitted to the Commission at the December 4, 2017 meeting for awarding. All contracts were reviewed and approved by the commissioners.
- The SMUA has received a change of use at the old Cinelli recycling facility on Secaucus Rd. by Hudson County Motors. Requested additional drawings to review for change of flow charge. Site visit and spoke with an owner. The owner will be sending more information on oil/water separator and existing and proposed use areas. The owner just submitted the requested information, review to follow. The engineer's review was completed and distributed to the applicant. The applicant is challenging the increase flow connection costs.
- Reviewed Koelle Blvd. Pump Station #1 pump impellor model number for the possible replacement of a pump.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME
Authority Engineer
January 2, 2018

OPERATIONS REPORT – December 2017
Submitted January 9, 2018

KOELLE BOULEVARD FACILITY

- 1) The average daily flow for the month was 2.2967 MGD. Maximum daily flow was 3.6731 M.G.; the total flow for the month was 70.9374 MG.
- 2) Guarini Plumbing was on site working on piping for the dual fuel generator.
- 3) The bottom seal for pump number one located in Pump Station number one failed. Pump was taken off site and is being repaired by Pumping Services Inc...
- 4) A 4 inch p.v.c. pipe was installed at the Post Aeration Tank .This eliminates the use of flexible hose when cleaning the Serpentine Tank.
- 5) A new unit heater was installed in the Sodium Bisulfate Building.
- 6) A new L.E.D. lamp was installed in the Sludge Blower Room.
- 7) The rag Auger located east of the Bar Screens failed. Mr. Gary Voss of the D.P.W. welded the Auger and it is back in service.
- 8) A new First Aid Station was installed in the hallway.
- 9) Campbell Fire Inc. was on site for yearly inspection of Fire Extinguishers.
- 10) P.S.E. &G. was on site, turned on the gas to the Dual Fuel Generator. (14 psi at first shut off)
- 11) Routine maintenance and grounds keeping were performed.
- 12) The Serpentine tank was drained and cleaned.
- 13) The distribution arms of the Stage One Trickling Filters were cleaned .The distribution arms were clogged with grease.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 0.969 M.G.D.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were perform
- 4) The fire extinguisher was checked by Campbell fire Inc.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The average daily flow was 70,366 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) A new thermostat was installed on the Station's heater.
- 4) The fire extinguisher was checked by Campbell Fire Inc.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 69,019 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The fire extinguisher was checked by Campbell Fire Inc.

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.
- 2) The hinges to the Wet Well access hatch have failed. New Hinges are on order.

PUMP STATION # 5 Wilroy – Secaucus Road

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

PUMP STATION # 6 Castle Road

- 1) The average daily flow was 13,996 G.P.D.
- 2) Routine Maintenance and grounds keeping were performed.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.
- 2) The Raco remote alarm system has arrived and we are awaiting the Electrician to install the unit.
- 3) The safety gate located over the wet well was repaired by Rapid Pump and Meter.

COLLECTION SYSTEM: The Authority assisted the D.P.W. in cleaning various catch basins. Approximately 2,385 feet of Sanitary Sewer was cleaned.

Respectfully Submitted

Brian A. Beckmeyer Sr.
Superintendent

A motion was made at 7:16 p.m. by F. Vogel, second by R. Spellmeyer to adjourn the meeting. All in favor 3-0-0.