

March 06, 2018

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, March 6, 2018 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 7:00 PM by Fred Vogel.

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

Roll Call:	Jorge Cardenas	Vice- Chairman
	George Schoenrock	Secretary
	Mark Moloughney	Commissioner

Absent: Fred Vogel, Raymond Spellmeyer (Excused)

Also Present: John Napolitano, Counsel; Glenn Beckmeyer, Engineer; Katherine Acevedo QPA.

The minutes of the February 06, 2018 meeting were approved on a motion made by M. Moloughney, second by J. Cardenas. All in favor: 3-0-0.

A motion was made by G. Schoenrock, seconded by M. Moloughney regarding a Resolution Authorizing Payment of Accumulated Time.

**RESOLUTION 2018-03
AUTHORIZING PAYMENT OF ACCUMULATED TIME**

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 February 28, 2018, John Baer officially resigned from the Secaucus Municipal Utilities Authority; and

WHEREAS, the Authority Policy provides payout at retirement of accrued Vacation benefits; and

WHEREAS, Mr. John Baer’s remaining accrued Vacation benefits have been calculated and recorded by the Authority and provided to the Executive Director; and

WHEREAS, the Executive Director has reviewed the calculated time owed and finds the calculation of Vacation (129 hours), accurate; 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 Executive Director of the Secaucus Municipal Utilities Authority hereby authorizes the payment of remaining accrued Vacation time owed to John Baer as detailed in the Authority’s calculations provided to the Executive Director in the gross amount of \$3,168.28. All applicable taxes and payments shall be deducted from this gross amount.

Roll Call vote: G. Schoenrock, Aye; M. Moloughney, Aye; J. Cardenas, Aye. 3-0-0.

Voucher List was moved on a motion made by G. Schoenrock, seconded by J. Cardenas.

Voucher List as follows:



Voucher List for Meeting of March 06, 2018

Prepared:
02/25/18

NUMBER2	COMPANY	MONEY	PO#	REASON
1	Action Rubber	1,785.25	2018-031	Replacement Hose for Post Aeration Pump
2	Air Group	297.00	2018-072	Service to Boilers at Main Building
3	Alpha Dog	150.00	2018-089	Monthly Maintenance & Hosting Fee:02/18
4	American Hose & Hydraulics	468.00	2018-042	Hydraulic Fluid
5	Atlantic Tomorrows Office	441.27	2018-088	Copy Kit Fee: 10/01/17 to 12/31/17
6	Beckmeyer Engineering	6,250.00	2018-118	Engineering Services: February 2018
7	Beckmeyer Engineering	4,725.00	2018-128	Engineering Services: 12/26/17 -1/31/18
8	Beckmeyer Engineering	5,712.50	2018-129	Approved Outside The Contract12/22/17-1/21/18
9	Bellaqua	140.35	2018-096	Water
10	BioTraid Environmental	1,520.92	2018-037	Wet Well Degreaser & Odor Control
11	Clean Waters, Inc.	1,521.00	2018-013	Polymer for Wet Well
12	Cleary, Giacobbe, Alfieri	3,877.00	2018-120	Legal Services: 01/01/18 to 01/31/18
13	Cleary, Giacobbe, Alfieri	2,590.80	2018-137	Litigation: Through 1/31/18
14	Cleary, Giacobbe, Alfieri	55.70	2018-138	Litigation: Through 1/31/18
15	Comcast	181.05	2018-085	Internet Services: 02/02/18 to 03/01/18
16	Constellation NewEnergy	2,276.28	2018-112	Power Remote Stations: 11/29/17 to 12/28/17
17	Emerald Pro Stat	304.50	2018-094	3 Boxes X- L Grip, 1 Box Nitro Max Lab Gloves
18	Ener-G Rudox	281.79	2017-789	Repair to Leaking Hose to Oil Cooling Assembly
19	Eurofins	233.40	2018-090	Analytical Services:24 Hr Effluent

20	Eurofins	990.00	2018-103	Analytical Services:MYSID Chronic Bioassay
21	Eurofins	43.00	2018-127	Analytical Services:Distilled Water 2/08/18
22	Fisher Scientific	657.63	2018-078	Lab Supplies
23	Fisher Scientific	709.87	2018-071	Lab Supplies
24	Fisher Scientific	6,978.51	2018-095	Lab Dishwasher
25	Florio & Kenny LLP	153.00	2018-106	Legal Services: Dec/18,21,29/2017
26	GLEC	506.30	2018-119	NJHDG Consulting: 12/17 and 1/18
27	Grainger	300.12	2018-076	Stainless Steel Winch Cable PS# 4
28	Grainger	30.40	2018-032	Ice melt
29	Grainger	300.12	2018-067	Stainless Steel Winch Cable PS#6
30	Grainger	37.84	2018-070	Rubber Gloves
31	Grainger	36.60	2018-040	Hydraulic Filter
32	Grainger	12.92	2018-097	Angle Stock
33	Hach	17.88	2018-073	Lab Supplies
34	Halliday Products	81.56	2018-007	Channel Frame Hinges for Hatch at PS# 4
35	Halliday Products	53.42	2018-045	Hatch Lifting Handle PS# 4
36	Halliday Products	135.67	2018-110	Chain Hooks PS# 4
37	Home Depot	18.13	2018-033	PVC Pipe Fittings
38	Home Depot	15.49	2018-035	Check Valve & Parts
39	Home Depot	62.41	2018-093	Strap Wrench, Line Splitter
40	Jersey Journal	109.27	2018-087	Legal Ad: 1/17/18
41	Manufacturers Edge	4,480.52	2018-009	Barnes Submersible Pump
42	Miracle Chemical	1,145.50	2018-075	Sodium Bisulfite
43	Miracle Chemical	1,046.75	2018-012	Sodium Bisulfite
44	Miracle Chemical	434.50	2018-034	Sodium Bisulfite
45	Miracle Chemical	1,106.00	2018-104	Sodium Bisulfite
46	Miracle Chemical	2,079.00	2018-003	Sodium Hypochlorite
47	Miracle Chemical	2,079.00	2018-044	Sodium Hypochlorite
48	Miracle Chemical	1,890.00	2018-102	Sodium Hypochlorite
49	Municipal Capital Finance	164.77	2018-048	Copier Lease: Payment# 56
50	Nassor Electrical Supply	82.26	2018-081	AUX Contact
51	New Pig	118.20	2018-074	Oil Mats In Dispenser
52	One Call Concepts	8.75	2018-091	Markouts:(7)
53	PSE&G	20,121.44	2018-107	Power: Jan. 2018
54	PVSC	11,760.00	2018-124	Sludge Disposal: 01/16/18 to 02/15/18
55	Pitney Bowes	320.99	2018-092	Postage
56	Precision Electric	2,150.00	2018-014	Rebuild Barnes Pump for Henry St.
57	Scott Environmental	150.00	2018-084	Back Flow Inspection
58	Spectraserv	3,900.00	2018-121	Monthly Container Charge:Grit/Screenings 1/18
59	Staples	114.96	2018-068	Office Supplies
60	Staples	256.81	2017-773	Office Supplies
61	Staples	86.47	2018-100	Office Supplies
62	State of NJ	33,274.07	2018-114	Hospitalization: Active Employees:02/18
63	State of NJ	1,363.26	2018-115	Hospitalization: Retiree Employees: 03/18

64	Suez Water NJ	1,344.88	2018-125	Water 01/16/18 to 02/14/18
65	Town of Secaucus	1,630.48	2018-117	Dental Reimbursement: Mar. 2018
66	Treasurer-State of NJ	2,527.00	2018-082	Air Quality Permit & Renewal Fees
67	Treasurer-State of NJ	204.80	2018-086	Annual Backflow Permit
68	Union Auto Parts	52.29	2018-080	Wiper Blades, Air Filters
69	US Bank	1,100.00	2018-126	Trustee Fees
70	Verizon	270.94	2018-111	Telephones 01/19/18 to 02/18/18
71	Verizon Wireless	270.85	2018-132	Telephones: 01/13/18 to 02/12/18
72	WEX Bank (Sunoco)	666.45	2018-083	Fuel:Jan. 2018
73	Widmer	61.06	2018-101	Tri Color Ribbons
TOTAL:		140,323.95		

There were no inquiries regarding the voucher list.

The voucher list was then approved by Roll Call vote: G. Schoenrock, Aye; M. Moloughney, Aye; J. Cardenas, Aye 3-0-0.

New Business: There was another sanitary sewer overflow at Harmon Cove. This was the second one in less than two weeks. Mr. Bigler notified the NJDEP Hotline again and informed the NJDEP case manager that the Harmon Cove Collection System is privately owned and not our responsibility. The Authority responds to these overflows to eliminate discharge to the Hackensack River.

Old Business: None

Legal: to be discussed in executive session.

Report of the Executive Director February 2018 {submitted February 28, 2018}

- Authority Engineer continues 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. There is a tentative date for start-up of March 20th.
- 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. A challenge to this fee was discussed at last month's meeting. Met with Counsel and assisted in drafting an answer to the original claim.
- Xchange contractor still monitoring flow. The Authority has been named as insured and witnesses the entry into the manhole where the meters are located.
- Received an email from the USEPA regarding our response to the compliance inspection report. Nothing further to report.

- Contracts for all of the professional service proposal/contracts have been executed and are in place.
- Met with two contractors regarding the SCADA project and received a proposal from one of the firms. Awaiting the second proposal.
- Forwarded executed contract to PVSC to become a member of their Purchasing Cooperative. Awaiting their executed copy.
- We've had several employees on extended sick leave this past month, none job related. Expect to be back to full staff before the end of March.
- Met with representatives from Guarini (the new Miscellaneous Sewer Contractor) to go over procedures such as: traffic control; quoted work vs. emergency contracted work; contact information.
- Attended the NJUJIF Safety Breakfast and Executive Meeting. The Authority has received another award for complete compliance with all the requirements of the Safety Program.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT FEBRUARY 2018**

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. Additional information is required from the Seaview PS to the area of the Water Tower. A portion of this area was revised during the addition of the TP exit project.
- 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. We have started the process with two contractors. We have meet with both and will be receiving their proposals on February 15, 2018 at 10 am. We also traveled to Wallkill NY WWTP to look at a similar SCADA installation there. Negotiations were started and costs were delivered. Questions and clarifications are being sought from the Contractors concerning their proposals.
- 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 Panel "Motor Saver Module" for the possible replacement, upgrade or removal of same. Checking for redundancies within the systems
- Reviewed and Approved a Connection Application for 200 Meadowlands Parkway, a 7,000 sq.ft. – 18 bed Kidney Dialysis Clinic and 333 Meadowlands Parkway, 1,296 sq.ft. retail/warehouse/distribution facility.
- Reviewed and Approved a Connection Application for 700 Plaza Drive, a 1,833 sq.ft. – 35 seat Pizza Restaurant.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME
Authority Engineer
February 26, 2018

OPERATIONS REPORT – February 2018
Submitted March 6, 2018

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 3.2764 MGD. Maximum daily flow was 6.2033 M.G.; the total flow for the month was 91.1159 MG.
- 2) The pH probe was replaced for Odor Control Unit number one.
- 3) The final lamp was installed for Plant site lighting, located east of the Chlorine Building.
- 4) The Plant was in Storm Procedure on Sunday 2/11/18. The Flow for the day was recorded at 6.2003 MG.
- 5) The center Secondary Clarifier sludge valve was clogged. The valve was cleared utilizing the Jet Truck.
- 6) Loose wires located in the Odor Control Panel were repaired by the Authority Electrician.
- 7) A new rag Auger was ordered for the rag compactor located in the Grit Building. We are awaiting delivery.
- 8) The Plant interim pumps were utilized on 2/11/18.
- 9) Routine maintenance and grounds keeping were performed.
- 10) The Serpentine tank was drained and cleaned.
- 11) End Caps located on the distribution arms of the East Stage One Trickling Filter were repaired.
- 12) Two 2.5 inch recirculation valves were replaced for the Plants Boilers. The D.P.W. Plumber conducted the replacement.
- 13) The Authority Electrician replaced the photo eye for the lights located on the east wall of the Administration Building.
- 14) Stage One Trickling Filter distribution arms were serviced and grease removed.
- 15) Pump Station number three, pump one activated the seal failure alarm. Pumping Services was called in to investigate. There is a possible bad relay located in the panel. Relays were switched with another pump to see if it is the relay or the pump.
- 16) There is a leak at the lower valve of the Sodium Hypochlorite Tank. Rapid Pump and meter was called in for a quote to repair the valve.
- 17) New Jersey Door Works was on site to repair the north main garage door.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 1.149 M.G.D.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The average daily flow was 72.789 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) Grease was removed from the deck located in the wet well.
- 4) The flow meter was reset.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 45,204 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) New cable was installed on the basket hoist.
- 3) The electric meter was replaced by P.S.E. & G.

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 16,357 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 been installed and is operating correctly.
- 3) A new cable was installed for the basket hoist.

COLLECTION SYSTEM: Cleaned wipes and rags from Edna Place sanitary sewer. Cleaned Catch basins located at Marina Key and Sea Isle Court.

Respectfully Submitted

Brian A. Beckmeyer Sr.
Superintendent

A motion was made at 7:20 pm by G. Schoenrock, seconded by M. Moloughney to close the public 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 Legal Matters
- 2) 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 7:30 PM by J. Cardenas, seconded by G. Schoenrock to close the executive session and re-open the public portion of the meeting. All in favor: 3-0-0.

A motion was made by M. Moloughney, seconded by J. Cardenas to approve the compensation for management and is as follows:

Compensation for the following management personnel and should be added to current non-union employees effective April 1, 2018:

Chief of Operations

Steven Bronowich: Employed 17 years; current salary: \$91,945 + approved \$3,700.00 (=4.02%) new annual salary \$95,645. Additional 4 vacation days {21-25}(value = \$1,471.46).

Chief of Maintenance

Niels Nielsen: Employed over 32 years; current salary: \$80,945 + approved \$3,200.00 (= 3.95%) new annual salary \$84,145. No additional vacation days as he is at the top of the scale already.

Jet Truck Supervisor

Joseph Schoendorf: Employed 11 years; current salary: \$59,319 + approved \$2,500.00 (=4.21%) new annual salary \$61,819. Additional 2 vacation days {21-23} (value = \$475.53).

Maintenance Supervisor

Anthony Smentkowski: Employed 7 years; current salary: \$52,814 + approved \$2,500.00 (= 4.73%) new annual salary \$55,314. Additional 2 vacation days {16-18} (value = \$425.49).

The Executive Director indicated that to make this a smooth transition into the second fiscal quarter, this action should be taken tonight. Authority Counsel to provide a formal resolution memorializing this for the regularly scheduled April 3rd 2018 meeting of the Authority.

Roll Call vote: G. Schoenrock: Aye; M. Moloughney: Aye; J. Cardenas: Aye. Motion carries 3-0-0.

A motion was made to adjourn the meeting at 7:38 by J. Cardenas; seconded by M. Moloughney. All in Favor: 3-0-0.