

April 03, 2018

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, April 3, 2018 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 7:02 PM by Fred Vogel.

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

Roll Call: Fred Vogel Chairman
Jorge Cardenas Vice- Chairman
George Schoenrock Secretary
Mark Moloughney Commissioner
Raymond Spellmeyer Commissioner

Also present: John Napolitano Esq.; Paul Kokosinski (Beckmeyer Engineering); Laurie Purcell

The minutes of the March 06, 2018 meeting were approved on a motion made by M. Moloughney, second by J. Cardenas. All in favor: 5-0-0.

A motion was made by G. Schoenrock, seconded by Fred Vogel regarding a Resolution Authorizing Pay and Benefits Increases.

RESOLUTION 2018
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Resolution Authorizing Pay and Benefit Increases

MOTIONED BY:

SECONDED BY:

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, at its March 6, 2018 meeting, authorized employee salary and benefit increases as follows:

| Employee | Title | C u r r e n t Salary | Approved Increase |
|------------------|---------------------|---------------------------------|--|
| Steven Bronowich | Chief of Operations | \$91,945.00 | \$3,700.00 and four (4) additional vacation days |

| | | | |
|---------------------|------------------------|-------------|---|
| Niels Nielson | Chief of Maintenance | \$80,945.00 | \$3,200.00 |
| Joseph Schoendorf | Jet Truck Supervisor | \$59,319.00 | \$2,500.00 and two (2) additional vacation days |
| Anthony Smentkowski | Maintenance Supervisor | \$52,814.00 | \$2,500.00 and two (2) vacation days |

NOW THEREFORE BE IT RESOLVED by the Members of the Secaucus Municipal Utilities Authority that the Executive Director is hereby authorized to increase the salaries and benefits as noted above effective April 1, 2018.

Date: April 3, 2018

Roll Call vote: F. Vogel, Aye; G. Schoenrock, Aye; M. Moloughney, Aye; J. Cardenas, Aye; Raymond Spellmeyer, Aye. 5-0-0.

Voucher List was moved on a motion made by Fred Vogel, seconded by Raymond Spellmeyer.

Voucher List as follows



| | | | | |
|---|---------------------------|----------|--------------|---|
| 1 | ADAPCO | 1,581.92 | 2018-1 22 | Strike Liquid larvacide |
| 2 | Alamo Insurance Group | 2,542.92 | 2018-1 89 | 2nd Installment RMC @4%: JIF Reimbursement 6% |
| 3 | Beckmeyer Engineering | 6,250.00 | 2018-1 66 | Engineering Services: March 2018 |
| 4 | Bellaqua | 173.45 | 2018-1 51 | Water |
| 5 | Campbell Fire | 370.00 | 2018-1 52 | Fire Extinguisher Inspection |
| 6 | Carfi Electric | 4,119.00 | 2018-1 99 | Electrical Services:12/1/17 to 2/27/18 |
| 7 | Cleary, Giacobbe, Alfieri | 4,265.50 | 2018-1 86 | Legal Services: 02/01/18 to 02/28/18 |
| 8 | Cleary, Giacobbe, Alfieri | 1,466.10 | 2018-1 78 | Litigation:through February 28, 2018 |

| | | | | | |
|----|----------------------------|----------|-----------|--------------|---|
| 9 | Comcast | 181.05 | 1114 2 | 2018-1 45 | Internet Services: 03/02/18 to 04/01/18 |
| 10 | Constellation NewEnergy | 3,148.18 | 1116 0 | 2018-1 84 | Power Remote Stations: 12/29/17 to 01/28/18 |
| 11 | ERA | 396.04 | | 2017-5 85 | 2018 PT Study Samples |
| 12 | Emerald Pro Stat | 254.95 | | 2018-1 56 | 3 Boxes X- L Grip Gloves |
| 13 | Ener-G Rudox | 1,026.52 | | 2018-1 60 | Emergency Generator Repair PS#1 |
| 14 | Engineered Solutions Corp. | 250.00 | | 2018-1 81 | Annual Fee for Remote computer Access: Brian Bigler |
| 15 | Eurofins | 199.50 | | 2018-1 57 | Analytical Services: Effluent Grab 2/8/18 |
| 16 | Fisher Scientific | 82.88 | | 2018-0 99 | Lab Supplies |
| 17 | Fisher Scientific | 312.81 | | 2018-1 42 | Lab Supplies |
| 18 | Flangan Productions | 425.00 | | 2018-1 47 | Website: Bi Annual Fee & startup |
| 19 | Grainger | 237.38 | | 2018-0 79 | Pressure Plate for Them Hoist |
| 20 | Grainger | 32.15 | | 2018-1 23 | Mops & Flashlights |
| 21 | Grainger | 60.48 | | 2018-1 31 | Angle Stock |
| 22 | Grainger | 92.00 | | 2018-1 43 | Manhole Cover Hooks |
| 23 | Grainger | 109.88 | | 2018-1 55 | Belts for Sludge Blowers |
| 24 | Hach | 489.79 | | 2018-1 70 | Lab Supplies |
| 25 | Harrington industrail | 632.21 | | 2018-1 16 | Grating for Ramps 1100 Koelle Blvd |
| 26 | Home Depot | 53.79 | | 2018-1 34 | Armor all, Nuts & Washers & Cloths |
| 27 | Home Depot | 32.94 | | 2018-1 54 | Making Tape & Ratchet |
| 28 | Hudson Heating | 2,672.26 | | 2018-0 77 | In Line Circulator Pumps For Plant Boilers |
| 29 | Miracle Chemical | 1,283.75 | | 2018-1 40 | Sodium Bisulfite |
| 30 | Miracle Chemical | 1,580.00 | | 2018-1 69 | Sodium Bisulfite |
| 31 | Miracle Chemical | 1,890.00 | | 2018-1 41 | Sodium Hypochlorite |
| 32 | Municipal Capital Finance | 164.77 | 1114 9 | 2018-1 61 | Copier Lease: Payment# 57 |

| | | | | | |
|---------------|-----------------------|----------------|-----------|--------------|---|
| 33 | NJUA-JIF | 63,573.05 | | 2018-1 90 | 2nd Installment Insurance 5/15/18 |
| 34 | New Jersey Door Works | 620.73 | | 2018-1 35 | Repair to Garage Door 1100 Koelle Blvd |
| 35 | New Jersey Transit | 806.00 | 1115 8 | 2018-1 80 | Annual Permit Renewal: 3/31/18 to 3/30/19 |
| 36 | One Call Concepts | 16.25 | | 2018-1 49 | Markouts:(13) |
| 37 | PS&S | 2,510.00 | | 2018-1 50 | Professional Services: NJPDES Review 1/18 |
| 38 | PVSC | 9,744.00 | | 2018-1 79 | Sludge Disposal: 02/16/18 to 03/15/18 |
| 39 | Pitney Bowes | 117.00 | | 2018-1 74 | Postage Meter Rental Fee:4/1/18 to 6/30/18 |
| 40 | Pumping Services | 450.00 | | 2018-1 30 | Service Call on Pump#1 PS#3 |
| 41 | PuroClean | 2,945.00 | | 2018-1 76 | Emergency Debris Cleanup 25 Allan Terrace reimbursed by JIF |
| 42 | Spectraserv | 3,900.00 | | 2018-1 59 | Monthly Container Charge:Grit/Screenings 2/18 |
| 43 | Spectraserv | 5,450.20 | | 2018-1 48 | Sludge Removal: 1/02/18 to 1/31/18 |
| 44 | Spectraserv | 5,289.90 | | 2018-1 85 | Sludge Removal: 2/02/18 to 2/28/18 |
| 45 | Staples | 59.42 | | 2018-1 08 | Office Supplies |
| 46 | Staples | 43.45 | | 2018-1 46 | Office Supplies |
| 47 | State of NJ | 33,274.07 | TEP S | 2018-1 64 | Hospitalization: Active Employees:03/18 |
| 48 | State of NJ | 1,363.26 | TEP S | 2018-1 65 | Hospitalization: Retiree Employees: 04/18 |
| 49 | State of NJ-Treasuer | 1,915.00 | 1115 3 | 2018-1 68 | Lab Permit |
| 50 | Suez Water NJ | 1,148.52 | 1116 3 | 2018-1 87 | Water 02/14/18 to 03/16/18 |
| 51 | Town of Secaucus | 1,630.48 | | 2018-1 62 | Dental Reimbursement: April 2018 |
| 52 | Verizon | 270.78 | 1115 9 | 2018-1 82 | Telephones 02/19/18 to 03/18/18 |
| 53 | Verizon Wireless | 293.11 | 1115 5 | 2018-1 75 | Telephones: 02/13/18 to 03/12/18 |
| 54 | WEX Bank (Sunoco) | 445.18 | 1114 1 | 2018-1 44 | Fuel:Feb. 2018 |
| TOTAL: | | 172,242.6 2 | | | |

Chairman Vogel questioned line item 34, the Superintendent explained it was a motor replacement.

The voucher list was then approved by Roll Call vote: F. Vogel, Aye; M. Moloughney, Aye; J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 5-0-0.

New Business: The commissioners were given information and requested to complete on-line safety training that will result in credits for the SMUA through JIF. The Executive Director noted that while updating our Employee Manual it was learned that the Town of Secaucus no longer has their EAP program. We are getting quotes and will meet with a vendor to discuss implementing a new program for the SMUA. We have joined the co-op for North Jersey Wastewater which resulted in approximately \$3,000 in savings when ordering a pump.

Old Business: None

Legal: to be discussed in executive session.

**Report of the Executive Director
March 2018 {submitted March 29, 2018}**

- The contractor for the dual-fuel system has re-scheduled start-up for April 11, 2018.
- 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 has removed the flow meters. The Authority is awaiting the final report.
- Met with two contractors regarding the SCADA project and received a proposal from both of the firms. Engineer is continuing to negotiate to get the best option and cost for the Authority.
- Forwarded executed contract to PVSC to become a member of their Purchasing Cooperative. Received approval and awaiting their executed copy.
- Reported two sanitary sewer overflows at Harmon Cove to the NJDEP. They have scheduled an inspection for April 6, 2018.
- Auditors on site with the accountant working on the 2017 year ends and audit.

**Secaucus Municipal Utilities Authority
Engineer's Report**

For the month of March 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. Start up is proposed for April 11, 2018.
- 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 met 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
March 29, 2018

Paul Kokosinski from Beckmeyer Engineering provided an overview of the continued efforts regarding the SCADA project, consideration is being given to requesting separate proposals for electrical and software. Also the updated sewer maps were reviewed.

OPERATIONS REPORT – March 2018
Submitted April 3, 2018

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 3.8967 MGD. Maximum daily flow was 8.8338 M.G.; the estimated total flow for the month was 119.864 MG.
- 2) On March 2, the Interim pumps ran from 9:55 a.m. till 5:20 p.m. during the Nor'easter.
- 3) A relay for pump number three located in Pump Station number three was replaced in the pump panel.

- 4) Fiberglass grating was installed over the Plant water piping located at the Post Aeration Tanks.
- 5) Lights located in the Sludge Building were repaired by the Authority Electrician.
- 6) The backup level controller located in Pump Station number one was replaced. Pumping Services Inc. completed the installation. Logic for the controller was also upgraded.
- 7) A new rag Auger was ordered for the rag compactor located in the Grit Building. We are awaiting delivery.
- 8) New drive belts were installed on Sludge Blower number two.
- 9) Routine maintenance and grounds keeping were performed.
- 10) The Serpentine tank was drained and cleaned.
- 11) The North Door of the Sodium Bisulfite building was damaged by wind. Quotes for repair are being sought.
- 12) 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.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 1.301 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 88,306 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 53,800 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The Authority is seeking to install new check valves at the station. Quotes for replacement have been received.

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.

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 15,292 G.P.D.
- 2) Routine Maintenance and grounds keeping were performed.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.

COLLECTION SYSTEM: The Authority jetted and cleaned approximately 4,372 feet of sanitary sewer, also assisted the Secaucus Department of Public Works in cleaning various catch basins.

Respectfully Submitted

Brian A. Beckmeyer Sr.
Superintendent

The Superintendent noted that there was an NJ DEP lab inspection today, April 3, 2018. The results should be received within 30 days.

A motion was made at 7:25 pm by F. Vogel, seconded by J. Cardenas 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: 5-0-0.

A motion was made at 8:00 PM by F. Vogel, seconded by J. Cardenas to close the executive session and re-open the public portion of the meeting. All in favor: 5-0-0.

A motion was made to adjourn the meeting at 8:02 by R. Spellmeyer ; seconded by J Cardenas. All in Favor: 5-0-0.