

**July 07, 2020**

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, July 07, 2020 at 6:00 PM via teleconference due to coronavirus pandemic.  
The meeting was called to order at 6:05 PM by Secretary Schoenrock

Pledge of Allegiance/Salute to the Flag

The Open Public Meetings Act was read. Included in this statement was that this meeting was posted on the Authority website, the Authority bulletin board and a copy sent to Town Hall.

Roll Call:	George Schoenrock	Secretary
	Raymond Spellmeyer	Board Member
	Dominic Manderano	Board Member

Absent: F. Vogel; Jorge Cardenas.

Also Present: Brian Bigler, Executive Director; John Napolitano, Counsel; Glenn Beckmeyer, Engineer; Katherine Acevedo, Qualified Purchasing Agent.

A Motion was made by D. Manderano; seconded by G. Schoenrock to approve the minutes of June 02, 2020 meeting. All in favor 3-0-0.

## **CONSENT AGENDA**

### **RESOLUTION 2020-07A AUTHORIZING DISPOSAL OF SURPLUS PROPERTY**

WHEREAS, the Secaucus Municipal Utilities Authority is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Secaucus Municipal Utilities Authority is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

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

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Purchasing Agent.

(2) The sale will be conducted online and the address of the auction site is govdeals.com

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

- (4) A list of surplus property to be sold is as follows: SEE SCHEDULE A
- (5) The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Purchasing Agent shall be authorized to execute any document related to this online auction.
- (7) The Secaucus Municipal Utilities Authority reserves the right to accept or reject any bid submitted.

### **SCHEDULE “A”**

Assorted Laboratory equipment.

#### **RESOLUTION 2020-07B TO APPROVE THE BID THRESHOLD INCREASE TO \$44,000 AND THE QUOTE THRESHOLD INCREASE TO \$6,600 EFFECTIVE JULY 1, 2020**

**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 has chosen to increase the bid threshold to the maximum permitted by law effective July 1, 2020; and

**WHEREAS**, the recent changes to the Local Public Law gave local contracting units the ability to increase their Bid Threshold up to \$44,000 and their Quote Threshold up to \$6,600; and

**WHEREAS**, N.J.S.A. 40A:11-3a permits an increase in the Bid and Quote Thresholds if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, Brian Bigler, possess the designation of Qualified Purchasing Agent as issued by the Director by the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

**WHEREAS**, the Authority desires to take advantage of the increased Bid and Quotation Thresholds.

**NOW THEREFORE BE IT RESOLVED**, by the Secaucus Municipal Utilities Authority, that the Bid and Quotation Thresholds are hereby increased to the statutory maximum pursuant to the supplemental authority provided by N.J.S.A. 40a:11-3 and 40a:11-4.3;

**BE IT FURTHER RESOLVED**, that the Authority affirms its appointment of Brian Bigler as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40a:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit.

Date: July 2, 2020

The Consent Agenda was approved on a motion by R. Spellmeyer; second by G. Schoenrock. All in Favor 3-0-0.

Voucher List was moved on a motion made by G. Schoenrock, seconded by D. Manderano. As there was no discussion regarding the voucher list, roll call vote was made to approve the list as presented: D. Manderano: Aye; R. Spellmeyer: Aye; G. Schoenrock: Aye 3-0-0.

**Old Business:** None

**New Business:** None

### **Report of the Executive Director June 2020 {submitted June 30, 2020}**

Due to the COVID-19 virus crisis, staff is performing basic maintenance, lab & operations. We have taken numerous steps to help curtail the spread of this virus.

- We continue to monitor the sewers in low lying areas for cleaning & inspection. There were several CCTV jobs performed for the DPW regarding storm sewers. While staff will perform any assistance, these tasks are cutting into our routine maintenance plan for the sanitary collection system.
- SCADA: Keystone due to the current pandemic, work has not progressed.
- Toscana Cheese: Due to impending legal matters, I have ceased to communicate with Mr. Paparazzo. Staff continues to monitor and there have been no discharges noted. Authority Counsel in communication with Toscana counsel regarding the violations. **No further action to report.**
- The Towns' & SMUA Jif's are working on settlements with homeowners regarding the storm of 9/25/18. Met with Town Attorney to discuss future fail-safes that might be implemented to prevent future flooding. Noted that most homes in the affected area have sump pumps (many more than one) that are illegally connected to the sanitary. A

future meeting will be scheduled to discuss with Town & DPW. Meeting postponed due to COVID-19. **No further action to report.**

- Work is continuing on the clean-out vault at PS#2. There has been a situation with leaks in the structure. This will allow us access to the lower 400'-500' of the force main.
- Met with the Mayor, DPW, NJDOT to examine an issue regarding a sanitary line going through a storm culvert on Route 3 West Service Road. This sewer was installed in 1961 and the culvert quite possibly been built around that sewer in 1963. A full report has been submitted that verifies that the culvert was built around the sanitary and NJDOT will be notified by the Town. **No further action to report.**
- Application for homes to be built at the old Schmitt's property on Paterson Plank Road application still under review. The issue with pipe diameter size has been addressed and an M.O.U. has been executed.
- Received an application for a proposed hotel at 655 Plaza Drive. This is currently under review. Nothing further
- Rent the Runway has agreed to a settlement of \$350,000.00 to be paid over the course of 2020. Agreement has been executed. Second payment received.

## **OPERATIONS REPORT – JUNE 2020**

### **Submitted June 30, 2020**

#### **KOELLE BOULEVARD FACILITY**

- 1) The estimated average daily flow for the month was 2.1045 MGD. The estimated total flow for the month was 65.17 MG.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The East Secondary Clarifier collection arm has failed due to fatigue and will be repaired ASAP. Note: these units have been in service since 1989
- 4) The anti-larvacide last application was introduced into the trickling filters.
- 5) Safety inspection from NJUAJIF scheduled for 6/29.

#### **PUMP STATION # 1 Village Place**

- 1) The estimated average daily flow was 1.062 MGD.
- 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 estimated average daily flow was 32,773 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.
- 3) Working on new clean-out vault to facilitate jetting this force main.

#### **PUMP STATION # 3 Henry Street**

- 1) The estimated average daily flow was 28,573 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.

#### **PUMP STATION # 4 New County Road and Seaview Drive**

- 1) Routine maintenance was performed.
- 2) Station checked daily.

#### **PUMP STATION # 5 Wilroy – Secaucus Road**

- 1) This station is not in service.

#### **PUMP STATION # 6 Castle Road**

- 1) Routine Maintenance and grounds keeping were performed.
- 2) Still experiencing high flow at this station. Counsel & Engineer have been in contact with property management regarding Harmony (medical marijuana grower). Met with owners & property management. Information on processes to be forwarded to SMUA.

#### **PUMP STATION #7 - Exchange Junction**

- 1) Routine maintenance was performed.
- 2) Responded to a sewer back-up at Xchange. It was determined via CCTV that there are rocks & debris in this line. Notified property management.

**COLLECTION SYSTEM:** The Authority jetted and cleaned approximately 2,300 feet of sanitary sewer.

Respectfully Submitted,

Brian Bigler, Executive Director

### **SECAUCUS MUNICIPAL UTILITIES AUTHORITY ENGINEER'S REPORT MONTH OF JUNE 2020**

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

- The Sanitary Sewer Maps are being updated when new or revised information is received by this office.
- SCADA. (abridged) The project has been awarded to Keystone Engineering Group. Keystone is completing their panel fabrication and performing their shop testing. They will be ready to install in mid- September. Installation has started at the Koelle Blvd. facility. Installation has continued at the Koelle Blvd Facility. Installation of the panels has started at the remote pump stations. Work is continuing on a limited basis due to the shut down and lack of available workers for the contractor. Construction has been

on hold due to the COVID-19 situations. Work at the Pump Stations is mostly complete. Once this is complete, the Pump Stations will be tied into the main system at the Treatment Plant. Keystone will check in with SMUA next week to determine when work can resume. No further information at this time.

- Received and started a review on a pump station flow meter report for the Exchange Place Pump Station. This report is supposed to analyze the existing flows of the pump station and the amount of unused capacity with regards to the remaining build out of the project. Analyzing data. Submitted new pump data and force main drawings to engineer to re-analyze flow and pump data. A response has not yet been received by the engineer. Another request has been sent. A fourth request has been sent. A request to the Owner will also be emailed. The Engineer responded that he will speak to owner. The engineer submitted a revised report. We calculated flows for all additional housing units compared to the amount of flow as reported on the NJDEP TWA. Additional questions on the housing unit quantities are being confirmed. It now appears the NJSEA has received a zoning application for a 24-story residential structure. Spoke with Secaucus Plumbing Official concerning the addition of a 25-story housing unit. It appears major revisions will be required within the SMUA Sanitary Sewer System. The SMUA received a zoning approval for this project. No further information was submitted to the SMUA.
- Received and started a review raw pump station flow meter data for a report for the Turnpike Pump Station. (abridged) This report is supposed to analyze the existing flows of the pump station and the amount of capacity with regards existing pumps and the areas where the flow has increased drastically. The SMUA has partially video'd the force main. The video shows material build-up on the pipe walls and deformation of the pipe. The SMUA has requested a proposal from Persistent to install a 2-way cleanout on the force main to access the force main in two- directions for improved videos and maintenance. A test pit is schedule for January 2, 2020 to find exact location of force main with comparison to PSEG and Suez buried utilities. A cleanout was installed on the force main. Heavy built-up Milk Coatings narrowed the force main to about half the original diameter. A cleanout has been installed approximately in the middle of the force main. Another cleanout will be installed soon at the beginning of the force main. New Cleanout work is Scheduled for April 9 and April 10 due to the anticipated low flows at the Pump Station. All work has been postponed on the Cleanout due to the shut down and lack of available workers for the contractor. The work on the vault and cleanout have been completed, the only item yet to be delivered and installed is the metal hatch access. The hatch was delivered and installed. The contractor is working on the elimination of a small ground water leak into the vault wall.
- Exchange Place Pump Station reviewing drainage issues and shooting elevations for the design for the Proposed Stormwater Inlet. Received elevations and laying out proposed drainage structures. A preliminary design was completed for SMUA comments, will finish construction plan. Requested a pre-construction meeting with Persistent to review options. Persistent submitted shop drawings on the trench drain system for review. This project has been completed. Will inspect during next rain event for operation. Future re-paving of the pump station area should include re-grading in some

areas to direct the storm runoff better to the new trenches as well as a built-up curb along the fence line to decrease storm runoff from the sidewalk areas into the pump station area. Quotes for repaving are being received.

- Visited Toscana for meeting with Authority Attorney and Commissioner Cardenas to discuss status.
- Finished report on the storm sewer conflict on the two service roads on NJSH Rt #3. Assisting the Town Administrator in supplying an abridged summary for the Town's submittal to the NJDOT Commissioner. Submitted a truncated report to the town administrator for the town's use. No further information at this time. This item will be removed from next month's report.
- Reviewing Sewage Connection at 1631 Paterson Plank Road and the SMUA's request to increase the Sanitary Sewer Main from the terminus to the Village Court for the proposed demand. The developer will be installing 300 lf. of 10 inch PVC sewer main to replace an existing 8 inch sanitary sewer from the intersection of Paterson Plank Road and Village Place to a new manhole. This will compensate for the increase of sanitary flow being developed from the new development and meet the conveyance criteria of NJDEP. A pre-construction meeting for the installation will be held on July 14,2020.
- Zoning Certificate Notices for required SMUA sewer connection application:

Address	Zoning Certificate	Request Dates		SMUA App.	SMUA Fee	Engineers Report
		1 <sup>st</sup>	2 <sup>nd</sup>			
275 Hartz Way Equinox 10 New Construction		N/A	N/A	No	No	
2000/5000 Brianna Lane/Fraternity Meadows/Building G/New Construction	#19-430	N/A	N/A	Yes	No	
901 Penhorn Suite 1 Use Change	#20-160	N/A	N/A	No	No	
38 Meadowland Pkwy Use Change Int. Alt.	#19-538	N/A	N/A	Yes		June 16, 2020

**Beckmeyer Engineering, P.C.**

**Glenn M. Beckmeyer, P.E.,P.P.,CME,CFM**

**Authority Engineer June 30, 202**

**Legal:** None

**Citizen's Comments:** None

A motion was made at 6:14 p.m. by G. Schoenrock, seconded by R. Spellmeyer to adjourn the meeting. All in favor. 3-0-0.