

September 14, 2021

The meeting was called to order at 6:04 PM by Vice-Chairman Cardenas

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:	Jorge Cardenas	Vice-Chairman
	Ray Spellmeyer	Secretary
	Domenic Manderano	Treasurer

Absent: F. Vogel; T. Stamm

Also Present: Brian Bigler, Executive Director; John Napolitano, Counsel; William Katchen, CPA., Robert McNinch Weilkotz & Co.; G. Beckmeyer, for Beckmeyer Engineering.

A motion was made by J. Cardenas; second by R. Spellmeyer, to approve the minutes of the August 3, 2021. Meeting of the Authority. Approved: 3-0-0.

A report was given by R. McNish and w. Katchen regarding the draft 2020 audit. A resolution and affidavit will be addressed when the audit is final.

RESOLUTION 2021-09-14 a

FOR RENEWAL OF MEMBERSHIP IN THE NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND

WHEREAS, the Secaucus Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2021 unless earlier renewed by agreement between the Authority and the Fund; and

WHEREAS, the Authority desires to renew said membership;

NOW THEREFORE, be it resolved ad follows:

1. The Secaucus Municipal Utilities Authority agrees to renew its membership in the New Jersey Utility Authorities Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the New Jersey Utility Authorities Joint Insurance Fund evidencing the Authority's intension to renew its membership.

This Resolution agreed to this __ day of ____,2021 by a vote

of: _____ Affirmative

_____ Negative

CHAIRPERSON

 ATTEST

 DATE

**AGREEMENT TO RENEW MEMBERSHIP IN THE
 NEW JERSEY UTILITY AUTHORITIES JOINT INSURANCE FUND**

WHEREAS, the New Jersey Utility Authorities Joint Insurance Fund (hereinafter the Fund) is a duly chartered Municipal Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, the Secaucus Municipal Utilities Authority is currently a member of said Fund, and;

WHEREAS, effective December 31, 2021, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the Secaucus Municipal Utilities Authority has resolved to renew said membership;

NOW THEREFORE, it is agreed as follows:

1. The Secaucus Municipal Utilities Authority hereby renews its membership in the New Jersey Utility Authorities Joint Insurance Fund for a three (3) year period, beginning January 1, 2022 and ending January 1, 2025. *

2. The Secaucus Municipal Utilities Authority hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the New Jersey Utility Authorities Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Secaucus Municipal Utilities Authority agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership of the Secaucus Municipal Utilities Authority in the New Jersey Utility Authorities Joint Insurance Fund, the New Jersey Utility Authorities Joint Insurance Fund agrees, subject to the continuing approval of the Commissioner of Banking & Insurance, to accept the renewal application of the Secaucus Municipal Utilities Authority.
5. Executed the ___ day of ____, 2021 as the lawful and binding act and deed of the Secaucus Municipal Utilities Authority which execution has been duly authorized by public vote of the governing body.
*12:01 am

AUTHORITY CHAIRPERSON

ATTEST

NEW JERSEY UTILITY AUTHORITIES
JOINT INSURANCE FUND

RESOLUTION 2021-09-14 c
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Resolution Regarding Part Time Employee(s)

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, due to recent retirements of members of the Authority staff, there exists a need to fill some of these vacant positions; and

WHEREAS, the Authority has hired two (2) new Part-Time employees to ensure that they will be properly trained and observed prior to offering full time positions; and

WHEREAS, these two new Part-Time employees are Chris Bann and Justin Troast each at an hourly salary of \$13.50, not to exceed 24 hours in a single week.

NOW THEREFORE BE IT RESOLVED; that if these Part-Time Employees successfully complete the required parameters of the position of Plant Operator, they may be offered a Full-Time position, which will be by formal resolution at an upcoming meeting of the Authority.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and empowered to take whatever action may be necessary on behalf of the Authority to effectuate the purpose of this Resolution.

Date: September 3, 2021

The above resolutions were approved on a motion by R. Spellmeyer; second by J. Cardenas. Roll call vote: Manderano: Aye; Spellmeyer: Aye; Cardenas: Aye. 3-0-0

The Voucher list was moved on a motion by D. Manderano, second by J. Cardenas. Voucher list approved on a roll call vote: Manderano: Aye; Spellmeyer: Aye; Cardenas: Aye. Approved: 3-0-0. Total \$116,142.81

Old Business: None

New Business: None

Legal: No Report

Report of the Executive Director August 2021 {submitted September 2, 2021}

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 continues to progress. Project is approximately 98% complete. Keystone has been on-site with Ensocorp to get the system up & running.
- Spoke with Town Administrator & DPW Superintendent regarding invoices from 5th & Centre and Firehouse on Centre. Both have agreed to the reimbursement, awaiting payment. Nothing further to report.
- PSI in to perform annual service for PS#1. Authorized installation of new pump that we had onsite. PSI onsite to facilitate the change-out of pump #4.
- Received an application for a proposed hotel at 655 Plaza Drive. This is currently under review. Nothing further to report.
- Local 11: negotiated almost all the issues for the new contract except salaries and hospitalization. These costs are Town driven. Nothing further to report.
- Working with the engineer regarding proposed development at Xchange.
- Had another meeting with engineers and Biosafe for the possible utilization of peracetic acid for disinfection purposes. We will be looking to perform a feasibility study once we get results after authorizing test protocol with NJDEP
- Update on possible employee(s): two PT employees hired, if they work out, we be looking to have them become full-time (one still does not have a valid driver's license and as such he cannot be hired full time until he obtains one).
- Received revised plans for Daffy's, Engineer reviewing. Received second 1/2 of the connection fee \$146,545.71.

**OPERATIONS REPORT –August 2021
Submitted August 30, 2021**

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 3.5849MGD. The estimated total flow for the month was 110.131 MG. This higher flow was due to the several rainstorms we experienced during the month, with five separate occasions of >1.2" and a maximum daily recording of 2.75".
- 2) Routine maintenance and grounds keeping were performed.
- 3) Maintenance performed on pumps in PS#1.
- 4) Replaced sample drain line for sludge pump #2 all the way to the foot valve.
- 5) Sludge building middle room. Unclogged line, filled with rags and grit. For Spectra Serve so they can haul away sludge.
- 6) Joe Carfi changed two lights in the parking lot.

PUMP STATION # 1 Village Place

- 1) The estimated average daily flow was 1.312 MGD.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.
- 4) Centrica did routine maintenance on the generator

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The estimated average daily flow was 16789 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.
- 3) Centrica did routine maintenance on the generator

PUMP STATION # 3 Henry Street

- 1) The estimated average daily flow was 362900 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.
- 3) Pump No. 2 OOS due to bad EFF valve. Waiting on hardware, new valve is onsite.
- 4) Centrica did routine maintenance on the generator

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.
- 2) Station checked daily.
- 3) Centrica did routine maintenance on the generator.

PUMP STATION: Wilroy – Secaucus Road

- 1) This station is not in service.

PUMP STATION # 5 Castle Road

- 1) Routine Maintenance and grounds keeping were performed.
- 2) Average daily flow: 33228gpd
- 3) Replaced the line for the antifreeze. By Centric.

PUMP STATION #7 - Exchange Junction

- 1) Routine Maintenance and grounds keeping were performed
- 2) Centrica is in to do routine maintenance on the generator

Respectfully submitted.

Joseph Marchese, Operations Forman

COLLECTION SYSTEM:

- 1) Jet Truck Out of service for two weeks.
- 2) Feet jetted: 570 feet jetted
- 3) DPW: cleaning storm drains 28 hours 2 men.

CCTV:
104' Sanitary Mainline

Respectfully Submitted,

Anthony Smentkowski, Maintenance Foreman, CCTV Operator.

**ENGINEER'S REPORT
MONTH OF AUGUST 2021**

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

- SCADA. (abridged) The project has been awarded to Keystone Engineering Group. Keystone is completing their panel fabrication and performing their shop testing. 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 completed all installations, waiting on start-up. Keystone was onsite to continue setup.

- Received and started a review on a pump station flow meter report for the Exchange Place Pump Station (abridged). 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. 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. Information was submitted to the SMUA concerning existing and proposed units. Exchange Engineer submitted letter on Pump Station capacity and new proposed units. Analyzing proposed flows for proposed high rise to flows submitted on the TWA to NJDEP. Also analyzing future flows beyond the proposed high rise for probably pump/force-main upgrades at the Exchange Place Pump Station and down-stream at the Seaview Avenue Pump Station and the North End Pump Stations.

- Plans and a connection application has been submitted for a new building at the old Daffy's site in North Bergen. Even though this site is in North Bergen, the Sanitary Sewer is service within the SMUA system. A thorough review will be required since this flow is connected to the SMUA system through the Turnpike Pump Station. The Pump Station and Force Main will need to be analyzed for Capacity. Requesting and reviewing submitted materials from project engineer. Started preparing the Engineer's Report. Engineer's Report submitted. Review TWA submitted by applicant's engineer, made comments and are awaiting a response or a revised TWA. A revised

submittal has been submitted, the SMUA is required to have the Town of North Bergen sign off on the TWA prior to our acceptance. There have also been items added to the plans that are unexplained at this time. Requesting further information.

- Trickling Filter metal flashing has been damaged by the latest two wind events. Researching a contractor who can repair this type of work. Met with one contractor on site and supplied information to another contractor. Waiting for the contractor to begin.
- Contacting Rapid Pump to see the availability of the torque and limit switches for the remaining secondary clarifier tanks. Material expected arrival date 2/8/2021. One Item is still not delivered to the contractor. Contractor is scheduling this work.
- I will be meeting with the Facility manager for 600 Meadowlands Parkway (Harmony) on Friday 1/2/2021 to review the Suez water meters and to follow a domestic water supply line that does not follow the new water meter installed by the facility's management. The SMUA also requested additional Suez water bills for the facility as well as another visit to an adjoining unit to check the water supply piping. Continuing to email Facility Manager for information from their plumber and also requested further water bills and meter readings.
- Specifications and Plans for the rehabilitation of Primary Clarifier Tanks 1 & 2 were completed. There is a memorandum to the SMUA from my office requesting that the equipment to be specified be from a "Proprietary Source". The reasons for utilizing a "Proprietary Source" are explanatory in the memorandum. This will need approval from the SMUA Commissioners. Project approved and awarded. Following a review of equipment submittals from the Contractor, the equipment was released for fabrication.
- Preparing details to rehabilitate the underside of the concrete slab of the Grit Chamber Floor. This is a suspended exposed floor that was built during the original facility in 1962 that the Grit Chamber and Bar Screen Equipment are located. Presently, there are scaffolding beams and posts in place to stop any falling pieces of concrete slab. These will be replaced by structural steel beams and columns to reinforce the slab.
- Persistent Construction is replacing the sidewalk which runs adjacent to the northern wall of the primary tanks. The sidewalk was a safety issue with many uneven joints and cracks creating numerous tripping hazards. The condition was hastening due to sub-grade mad out of sub-standard materials in addition to voids created by animals. Bituminous pavement was selected to replace the concrete since it is more flexible and has the ability adjust slightly with the movement of the sub grade without creating tripping hazards. Also, new sub-grade material was used to replace an existing sponge like material.
- Zoning Certificate Notices for required SMUA Sewer Connection Application:

Address	Zoning Certificate	Request Dates		SMUA App.	SMUA Fee	Engineers Report
		1 st	2 nd			
Lincoln Gateway	#17-239					3/3/2021 6/8/2021- Discrepancy Letter
101 Plaza Center Unit 101	#20-109	4/12/21	5/19/21	No	No	Contacted applicant emailed

New Construction						forms.
50 Fairview Ave	-	10/20/20	11/6/20	No	No	Emailed Architect for updated plans. 3 rd . Request for information 4/23/21. No Response

Beckmeyer Engineering, P.C.

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

Authority Engineer September 8, 2021

Citizen's Comments: None

A motion was made at 6:27 p.m. by Manderano; second by Spellmeyer to adjourn the meeting. All in favor. 3-0-0.

