

**October 5, 2021**

The meeting was called to order at 6:04 PM by Chairman Vogel.

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:	Fred Vogel	Chairman
	Jorge Cardenas	Vice-Chairman
	Ray Spellmeyer	Secretary
	Domenic Manderano	Treasurer
	Tim Stamm	Board Member

Also Present: Brian Bigler, Executive Director; John Napolitano, Counsel; William Katchen, CPA.; G. Beckmeyer, for Beckmeyer Engineering. L. Purcell

A motion was made by J. Cardenas; second by F. Vogel, to approve the minutes of the September 14, 2021. Meeting of the Authority. Approved: 5-0-0.

A report was given by W. Katchen regarding the draft 2022 Introduced Budget.

## **Resolution 2021-10-05A**

### **2022 (2022-2023) AUTHORITY BUDGET RESOLUTION SECAUCUS MUNICIPAL UTILITIES AUTHORITY**

(Name)

**Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted**

<b>FISCAL YEAR:</b>	<b>FROM:1/1/2022</b>	<b>TO:12/31/2022</b>
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WHEREAS, the Annual Budget and Capital Budget for the Secaucus Municipal Utilities Authority for the fiscal year beginning, January 1, 2022 and ending, December 31, 2022 has been presented before the governing body of the Secaucus Municipal Utilities Authority at its open public meeting of October 5, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 3,583,881, Total Appropriations, including any Accumulated Deficit if any, of \$ 4,783,881 and Total Unrestricted Net Position utilized of 1,200,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$800,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$800,000; and


WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Secaucus Municipal Utilities Authority, at an open public meeting held on October 5, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Secaucus Municipal Utilities Authority for the fiscal year beginning, 1/1/2022 and ending, 12/31/2022 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Secaucus Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 7, 2021.

  
(Secretary's Signature)

10/5/2021  
(Date)

Governing Body  
Member:                      Recorded Vote  
                                    Aye      Nay      Abstain      Absent  
Note Fill in the name of Each Commissioner and indicate their recorded Vote

	Y	N	A	O
Cardenas				
Manderano				
Spellmeyer				
Stamm				
Vogel				

The above resolution was approved on a motion by F. Vogel; second by R. Spellmeyer. Roll call vote: Stamm: Aye; Manderano: Aye; Spellmeyer: Aye; Cardenas: Aye; Vogel: Aye 5-0-0

The Voucher list was moved on a motion by F. Vogel, second by J. Cardenas. Voucher list approved on a roll call vote: Stamm: Aye; Manderano: Aye; Spellmeyer: Aye; Cardenas: Aye; Vogel: Aye. Approved: 5-0-0. Total \$197,225.56.

Old Business: None

New Business: None

Legal: No Report

### **Report of the Executive Director September 2021 {submitted September 29, 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. All non-vaccinated personnel are now required to wear a face covering while at SMUA facilities or vehicles.

- 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: work has not progressed. The Engineer sent them notice.
- Received an application for a proposed hotel at 655 Plaza Drive. This is currently under review. Nothing further to report.
- Met with Town IT to discuss ongoing issues with service to the Authority. It was suggested that a direct line be installed off Verizon, but we are still waiting for Verizon to install fiber to the Facility. This has been ongoing since last August. I am in conversations with them to move this issue forward.
- Still working with Rapid Pump and Meter on the installation of limit switches for the secondary clarifiers and the installation of the new equipment for primary clarifiers #1 & 2.
- Working with Persistent on securing the grit building due to some spalling on the roof.
- The domes have been repaired and fully paid for by insurance.
- Installed new controller for one of the interim pumps.
- Repaired a plant water pump.
- Sent letter to NJDEP regarding the use of peracetic acid instead of sodium hypochlorite/sodium bisulfite

## **OPERATIONS REPORT –September 2021**

**Submitted September 30, 2021**

### **KOELLE BOULEVARD FACILITY**

- 1) The estimated average daily flow for the month was 3.7480MGD. The estimated total flow for the month was 111.6726 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.

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

- 1) The estimated average daily flow was 1.263 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 34005 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.

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

- 1) The estimated average daily flow was 170345 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.

#### **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: 35205gpd
- 3) Joe Carfi put in an electrical box

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

- 1) Routine Maintenance and grounds keeping were performed
- 2) Centrica is in to do routine maintenance on the generator
- 3) Joe Carfi put in an electrical box

Respectfully submitted.  
Joseph Marchese, Operations Foreman

#### **COLLECTION SYSTEM:**

- 1) Jet Truck Out of service for two weeks.
- 2) Feet jetted: 4789 feet jetted
- 3) DPW: storm drains 31 hours for 2 men.

#### **CCTV:**

727' Sanitary Mainline

**Respectfully Submitted,**  
**Anthony Smentkowski, Maintenance Foreman, CCTV Operator**

# **SECAUCUS MUNICIPAL UTILITIES AUTHORITY**

## **ENGINEERS REPORT**

### **FOR THE MONTH OF SEPTEMBER 2021**

#### **Page 5 of 9**

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. Sent email to keystone on status of project.
- 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. Approved Plans. Waiting on information of Flow meter for pump station.

- 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. Work Finished.
- 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 the work for the limit switches in the center and western tanks.
- 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. Resent last request to facility manager.
- 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. Structural steel shop drawings were approved and contractor forwarded them to fabricator
- 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 made 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. Work Completed.

○ Zoning Certificate Notices for required SMUA Sewer Connection Application:

Address	Zoning Certificate	Request Dates		SMUA App.	SMUA Fee	Engineers Report
		1 <sup>st</sup>	2nd			
Lincoln Gateway	#17-239					Waiting on flow meter shop drawing for approval.
101 Plaza Center Unit 101 New Construction	#20-109	4/12/21	5/19/21	No	No	Contacted applicant emailed forms. No response to date.
50 Fairview Ave	-	10/20/20	11/6/20	No	No	Sewer lateral was constructed.

**Beckmeyer Engineering, P.C.**  
**Glenn M. Beckmeyer, P.E.,P.P.,CME,CFM**  
**Authority Engineer September 29, 2021**

Citizen's Comments: None

A motion was made at 6:15 p.m. to enter into Executive Session by Vogel; second by Cardenas all in favor. 5-0-0.

## **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) 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.

A motion was made at 6:30 PM by R. Spellmeyer, seconded by J. Cardenas to close the executive session and re-open the public portion of the meeting. All in favor: 5-0-0.

### **RESOLUTION 2021 SECAUCUS MUNICIPAL UTILITIES AUTHORITY Hudson County, New Jersey**

#### **Resolution Authorizing Buy Back of Vacation Time**

**MOTIONED BY: Spellmeyer**

**SECONDED BY: Vogel**

**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 the COVID-19 Pandemic certain employees were unable to utilize all of their vacation time; and

**WHEREAS**, the Authority wishes to provide buy-out of limited accrued unused Vacation benefits not to exceed ten (10) days.

**NOW THEREFORE BE IT RESOLVED** that the Executive Director of the Secaucus Municipal Utilities Authority hereby authorizes the buy-out of remaining limited accrued Vacation time not to exceed ten (10) days for the calendar year of 2021.

Date: October 5, 2021

All in Favor: 5-0-0.

A motion was made at 6:32 p.m. by Vogel; second by Cardenas to adjourn the meeting. All in favor. 5-0-0.



