

January 11, 2022

This meeting is the rescheduled January 4, 2022, meeting. All items on that agenda remain. However, due to the public hearing on Connection and User Fees requiring a 20-day public notice this item was removed from the agenda and rescheduled for the February 1, 2022 meeting.

This teleconference meeting was called to order at 5:30 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

Also Present: Brian Bigler, Executive Director; John Napolitano, Counsel; W. Katchen, accountant. G. Beckmeyer, for Beckmeyer Engineering.

Excused: T. Stamm

A motion was made by Manderano; second by Cardenas, to approve the minutes of the December 7, 2021, meeting of the Authority. Minutes approved as presented 4-0-0.

Mr. Katchen gave a brief summary of the 2022 budget. And the following resolution was approved on a motion by Vogel; second by Spellmeyer:

**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

FISCAL YEAR: FROM:1/1/2022 TO:12/31/2022

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)

1/11/2022
(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	✓			

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Approved by roll call vote: Spellmeyer, Aye; Manderano, Aye; Cardenas, Aye; Vogel, Aye.

4-0-0.

There were two resolutions regarding the hiring of a new employee and offering compensation to non-union and management personal. These were moved on a motion by Vogel, second by Cardenas.

RESOLUTION 2022-1a
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Authorizing Hiring of Wastewater Treatment Plant Operator

MOTIONED BY:

SECONDED BY:

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 shortage of manpower, the Authority has a need to hire a new employee for the position of Wastewater Treatment Plant Operator; and

WHEREAS, pursuant to its Agreement with Local 11 of the International Brotherhood of Teamsters, said position was duly posted; and

NOW, THEREFORE BE IT RESOLVED, that Patrick Brooks has met the minimum requirements for the position and is hereby offered the position of Wastewater Treatment Plant Operator, commencing on January 11, 2022, at a salary of \$35,000.00 per year with the following provisions:

1. Mr. Brooks has been employed as a Wastewater Treatment Plant Operator in a part-time capacity. As such, the Authority shall reduce the prescribed sixty (60) working day probationary period to period of thirty (30) working days.
2. The CBA that expired 12/31/2020 has not yet been settled. If the starting salary is increased, Mr. Brooks shall receive the agreed to salary for 2022 .

RESOLUTION 2022-1b
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Resolution Authorizing Salary Increases

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 seeks to afford the following employees retroactive pay for 2021 and salary increases for 2022.

NOW, THEREFORE, BE IT RESOLVED the Secaucus Municipal Utilities Authority hereby ratifies the following salary adjustments effective January 1, 2022:

Employee	2021 Retroactive Salary	2022 Salary
Katherine Acevedo	\$63,234	\$65,234
Laurie Purcell	\$52,236	\$54,236
Steve Bronowich	\$111,230	114,566
Joseph Schoendorf	\$70,525	\$72,640
Brian Bigler	\$180,350	\$185,760

Date: January 4, 2022

Roll call vote: Manderano, Aye; Spellmeyer, Aye; Cardenas, Aye; Vogel Aye.

The Voucher list was moved on a motion by Vogel, second by Spellmeyer Voucher list approved on a roll call vote: Manderano: Aye; Cardenas: Aye; Spellmeyer: Aye; Vogel: Aye. Approved: 4-0-0. Total \$230,514.49

Old Business: None

New Business: None

Legal: No Report

**Report of the Executive Director
December 2021 {submitted December 29, 2021}**

Due to the COVID-19 virus crisis, while restrictions have been relaxed staff is being diligent in maintaining a safe work site. 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. Continued working with DPW in an effort to locate possible sanitary lines connected into storm sewers.
- SCADA: work has progressed. There are still some minor issues regarding this contract, specifically training. We met to hash out any outstanding items.
- Received an application for a proposed hotel at 655 Plaza Drive. This is currently under review. Nothing further to report.
- Met with Town IT. It would seem that the only "home-run" would be to run a line directly off the Rec Center. We have a quote that is over \$25,000.00. Verizon fiber optic was finally installed. Staff will wait to see how the new fiber optic lines are working with the system.
- Rapid Pump and Meter installed the limit switches on the center and west secondary clarifiers. Work has not yet commenced on primary clarifiers #1 & 2.
- Persistent has completed work on securing the grit building platform due to some spalling on the roof.
- Repaired a plant water pump.
- Sent letter to NJDEP regarding the use of peracetic acid instead of sodium hypochlorite/sodium bisulfite. After discussion with other facilities, we may wait until we receive the new NJPDES permit from NJDEP regarding chlorine residual requirements.
- Obtained and awarded a proposal for a new roof on the main control building. Waiting start-up.
- Working on finalizing the contract with Local 11.

OPERATIONS REPORT –December 2021

Submitted December 30, 2021

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.21800MGD. The estimated total flow for the month was 57.6503MG.
- 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 37.999 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 7961 gallons per day.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The estimated average daily flow was 67570 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.

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.
- 2) Cut the Grass

PUMP STATION # 5 Castle Road

- 1) Routine Maintenance and grounds keeping were performed.
- 2) Average daily flow: 19248 gpd

PUMP STATION #7 - Exchange Junction

- 1) _Routine Maintenance and grounds keeping were performed

Respectfully submitted.

Joseph Marchese, Plant Manager

COLLECTION SYSTEM:

- 1) Feet jetted: 3792 feet jetted

CCTV:

Sanitary Mainline
167 Feet for DPW

Respectfully Submitted,

Anthony Smentkowski, Maintenance Foreman, CCTV Operator.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT FOR THE MONTH OF DECEMBER 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. Sent email to keystone on status of project. Sent certified letter to Keystone. Received initial response. Reviewing with Chuck Cuyulis for remaining punch list items. Had meeting with Keystone Representatives to discuss punch list. Keystone has started addressing the punch list.

- 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 downstream 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. Reviewing submitted flow meter material for acceptance. Requested further information on existing private sewer line location. Engineer submitted previous drawing showing the location of the force main within the NJDOT ROW.

- 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. Contractor is required to submit revised proposals for the replacement of the new limit switches. Limit switch should be installed the week of December 6th. Waiting on Rapid Pump to finish remaining tanks. Limit switches have been installed in all 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. Equipment expected to be delivered in two weeks. Equipment has been delayed at the port. Waiting for new schedule. Demolition on Primary Clarifiers # 1 & 2 has begun.

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					Reviewing 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 January 26, 2022

Public Comment: None

A motion was made at 5:46 to adjourn the meeting by Cardenas, second by Manderano.
Approved 4-0-0.