

April 5, 2022

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, April 5, 2022 at 6:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 6:00 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
	Ray Spellmeyer	Secretary

Absent: T. Stamm; D. Manderano

Also Present: Brian Bigler, Executive Director; John Napolitano, Counsel; G. Beckmeyer, for Beckmeyer Engineering; Laurie Purcell for SMUA.

A motion was made by Spellmeyer; second by Cardenas, to approve the minutes of the March 1, 2022, meeting of the Authority. Minutes approved as presented 3-0-0.

The voucher list was moved on a motion by Vogel, second by Cardenas. The total amount of this voucher list is \$506,888.18. The Executive Director indicated that the largest portion of this voucher list was for first quarter PERS. He also stated that the Keystone invoice as presented would be revisited to take into account a credit for an operations program that was not installed. This was approved by roll call vote: Spellmeyer, Aye; Cardenas, Aye; Vogel, Aye. Voucher list approved 3-0-0.

A Resolution was presented regarding a salary adjustment and is as follows:

RESOLUTION 2022-04-A
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Resolution Regarding New Full-Time Employee(s)

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

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

WHEREAS, these two new Full-Time employees are Justin Troast (November 1, 2021) and Patrick Brooks (January 11, 2022); and

WHEREAS, the labor agreement with Local 11 has been agreed to, but not yet executed; and

WHEREAS, the schedule for starting salaries has been agreed to as follows: “Employees hired in Calendar Year 2021 is \$36,050.00 and in year 2022: \$37,131.50; and

WHEREAS, it is deemed fair and equitable that an employee hired two months prior at the 2021 rate, should not make less than an employee hired less than one month into the current year.

NOW THEREFORE BE IT RESOLVED; that once the contract is executed, these two Full-Time Employees shall begin 2022 at the rate set forth above: \$37,131.50 per year.

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: April 5, 2022

	Y	N	A	O
① Cardenas	✓			
Manderano				-
① Spellmeyer	✓			
Stamm				-
Vogel	✓			

The above Resolution was approved on a motion by Spellmeyer, second by Cardenas. Roll call vote: Spellmeyer, Aye; Cardenas, Aye; Vogel, Aye. Resolution carries 3-0-0.

The following reports were accepted as presented:

**Report of the Executive Director
March 2022 {submitted March 31, 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 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. Keystone on site three days in March to complete the project. This work still needs review by our engineer & IT.
- Received an application for a proposed hotel at 655 Plaza Drive. This is currently under review. Nothing further to report.
- Rapid Pump and Meter onsite most of the month to retrofit primary clarifiers 1 & 2 with new equipment.
- Persistent has completed three repairs during the month. MH replacement on Secaucus Road & Henry Street; line replacement on 4th street; and relocation of a sanitary sewer connected to a storm sewer on Humboldt.
- Sent letter to NJDEP regarding the recent laboratory audit.
- New roof installed on the main control building. Waiting for final authorization from engineer to release payment.
- Continued working on finalizing the contract with Local 11.
- 1065 & 1064 Farm Road: The property at 1064 was a new build on an existing/demolished property. SMUA witnessed the tie-in to an existing lateral. Unfortunately, that lateral was not connected to the Authority main, and wastewater was witnessed surfacing on the front lawn of 1065. Persistent was called in to install a lateral for 1064 to discharge directly to a manhole located approximately 45' downstream. This was done because the main line in the street is at least 15' deep and is the trunk line servicing PS#1.
- The emergency generator for PS#2 has failed and due to age, parts are no longer available. Staff had to rent a mobile unit until a replacement unit can be obtained and installed. Note, PS#3 is of the same age and will probably require replacement also but is still operable.
- The grinder mechanism at PS#1 needs repair and we are in the process of having this work performed. It is not operable in present condition.

Operations Report –March 2022
Submitted March 31, 2022

KOELLE BOULEVARD FACILITY

The estimated average daily flow for the month was 2.6166MGD. The estimated total flow for the month was 78.3806MG.

Routine maintenance and grounds keeping were performed.

Maintenance performed on pumps in PS#1.

Rapid Pumping is demoing primary 1 and 2

Persistent Construction working on Farm Road

United Rental Rented a back up generator

PUMP STATION # 1 Village Place

The estimated average daily flow was 1.064 MGD.

All pumps cleaned and maintained on a regular basis.

Routine maintenance and grounds keeping were performed.

Put in new batteries and trickling charger

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

The estimated average daily flow was 9458 gallons per day.

Routine maintenance and grounds keeping were performed.

Put in new batteries

PUMP STATION # 3 Henry Street

The estimated average daily flow was 7153 gallons per day.

Routine maintenance and grounds keeping were performed.

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

Routine maintenance was performed.

Station checked daily.

PUMP STATION: Wilroy – Secaucus Road

This station is not in service.

PUMP STATION # 5 Castle Road

Routine Maintenance and grounds keeping were performed.

Average daily flow: 25072pd

PUMP STATION #7 - Exchange Junction

Routine Maintenance and grounds keeping were performed

COLLECTION SYSTEM:

Feet jetted: 2176 feet jetted

Out for service

CCTV:

70 Sanitary Mainline

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

**Secaucus Municipal Utilities Authority
Engineers Report For The Month Of March 2022**

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. Keystone has been onsite 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 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. 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. Demo is complete and the new equipment is being installed within the tanks. New equipment is almost installed.

- The work to install an additional layer of roofing material over the central office/break area roof has begun. Roof drains in the area will also be reset. Roof work has been completed.
- Reviewing flows generated by “Rent the Runway” 100 Metro Way. The facility is replacing wash machines and appears to be discharging more than previously approved by SMUA

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.
80 Seaview Drive	#18-105	N/A	N/A	No	No	2/8/2022
75 Seaview Drive	#21-497	N/A	N/A	No	No	2/7/2022
706, 710 and 714 4 th Street	-	N/A	N/A			Site Visit with Mr. Bigler 2/15/22
600 Jefferson Ave	-	3/16/22	N/A	No	No	
600 Meadowlands Parkway (1125 Castle Road)	#21-479	N/A	N/A	No	No	

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME,CFM
Authority Engineer March 30, 2022

Legal: no report

New Business: None

Old Business: None

A motion was made at 6:15 pm by Vogel, seconded by Cardenas to close the public portion of the meeting and enter Executive Session. All in favor: 3-0-0.

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) To discuss Legal Matters

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 F. Vogel, seconded by Spellmeyer to close the executive session and re-open the public portion of the meeting. All in favor: 3-0-0.

Public comments: None

A motion was made at 6:31 to adjourn the meeting by Cardenas, second by Vogel. Approved 3-0-0.