

September 1, 2015

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, September 1, 2015 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094

The meeting was called to Order at 7:00 PM

Pledge of Allegiance/Salute to the Flag

The Open Public Meetings Act was read.

Roll Call:	Fred Vogel	Chairman
	Guy Pascarello	Vice Chairman
	George Schoenrock	Secretary
	Jorge Cardenas	Assistant Secretary
	Michael Valente	Treasurer

Also Present: John Napolitano Excused: Glenn Beckmeyer (surgery)

The Minutes of the Special Meeting August 6, 2015 meeting were approved on a motion made by G. Schoenrock, second by M. Valente. Approved by Roll Call; G. Schoenrock, Aye; J. Cardenas, Aye; F. Vogel, Aye; G. Pascarello, Aye; M. Valente, Aye 5-0-0.

The Consent Agenda was moved on a motion made by F. Vogel, seconded by J. Cardenas.

The Executive Director gave a brief description of each item

RESOLUTION 2015-09A
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
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, 2015 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,

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 intention to renew its membership.

This Resolution agreed to this First day of September, 2015 by a vote

of: 5 Affirmative
 0 Negative

RESOLUTION 2015-09B
SECAUCUS MUNICIPAL UTILITIES AUTHORITY
Hudson County, New Jersey

Resolution Authorizing Agreement for Professional Services
To Engineered Solutions Corporation

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, the Authority requested proposals for a firm to prepare a feasibility study with alternatives and preliminary cost estimates for the Authority in determining the cost benefit of implementing SCADA into its facilities; and

WHEREAS, the Authority received four proposals; and

WHEREAS, the Authority staff reviewed the proposals and recommended Engineered Solutions Corporations (“ESC”) as the most cost effective and responsible proposal received; and

WHEREAS, ESC is willing to provide these services set forth in its proposal dated May 7, 2015 in an amount not to exceed \$26,600.00; and

WHEREAS, the Authority wishes to retain ESC to perform these services; and

NOW THEREFORE BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF THE SECAUCUS MUNICIPAL UTILITIES AUTHORITY, as follows:

1. The Secaucus MUA Executive Director is hereby authorized and directed to execute the agreement with Engineered Solutions Corporation.
2. A notice of this action shall be published in the official newspaper of the Authority.

3. This contract is awarded in compliance with the requirements of N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and empowered to take whatever action is reasonably necessary and to execute any documents that may be required on behalf of the Authority, to effectuate the purposes of this Resolution.

RESOLUTION-2015-09-01C
SECAUCUS MUNICIPAL UTILITIES AUTHORITY

WHEREAS the Secaucus Municipal Utilities Authority, NJ, has experienced natural hazards that result in public safety hazards and damage to private and public property;

WHEREAS the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

WHEREAS the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan;

WHEREAS a *Hazard Mitigation Plan* has been developed by the Mitigation Planning Committee;

WHEREAS the *Hazard Mitigation Plan* includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS the draft plan was provided to each participating jurisdiction and was posted on the County Office of Emergency Management's website so as to introduce the planning concept and to solicit questions and comments; and to present the Plan and request comments, as required by law, and

NOW THEREFORE BE IT RESOLVED by the Board of the Secaucus Municipal Utilities Authority:

1. The Hudson County Multi-Jurisdictional *Hazard Mitigation Plan*, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on April 2, 2015 by the Hudson County Office of Emergency Management is hereby adopted as an official plan of the Secaucus Municipal Utilities Authority; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.
2. The Secaucus Municipal Utilities Authority departments identified in the Plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.

3. Any action proposed by the Plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Secaucus Municipal Utilities Authority, and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Municipal Utility Director/Engineer is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Hudson County Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

Consent Agenda was approved by Roll Call Vote: F. Vogel, Aye; M. Valente, Aye; J. Cardenas, Aye; G. Pascarello, Aye; G. Schoenrock, Aye. 5-0-0.

Voucher List was moved on a motion made by G. Schoenrock, second by G. Pascarello.

Voucher List as follows:



Voucher List for Meeting of September 01, 2015

Prepared: 08/25/15

Number	COMPANY	MONEY	CK#	PO#	REASON
1	Action Rubber	60.00		2015-437	Chemical Hose
2	Action Rubber	67.50		2015-457	Quick Connect for Chlorine Line
3	Adapco Inc.	1,520.00		2015-444	Strike Liquid Insect Killer
4	Alpha Dog	150.00		2015-440	Monthly Maintenance & Monthly Hosting Aug. 2015
5	Beckmeyer Engineering	6,250.00		2015-463	Engineering Services: Aug. 2015
6	Bellaqua	173.45		2015-448	Water
7	Cleary Giacobbe Alfieri	3,850.00		2015-464	Legal Services: 7/01/15 to 7/31/15
8	Comcast	110.09	9359	2015-439	Internet Services: 08/02/15-09/01/15
9	Computer Systems	116.56		2015-336	Adaptor for Tuff Book
10	Emerald	253.95		2015-454	Latex Gloves
11	Envirosight	15,500.00		2015-341	Camera for CCTV Truck
12	Eurofins QC Lab	33.00		2015-441	Analytical Services: Toscana 7/23/15
13	Eurofins QC Lab	28.00		2015-465	Analytical Services: 8/06/15
14	Eurofins QC Lab	33.00		2015-472	Analytical Services: Toscana 8/06/15
15	Eurofins QC Lab	592.35		2015-480	Analytical Services: Annual Sludge Composite 8/06/15
16	Eurofins QC Lab	233.40		2015-481	Analytical Services: 1100 Koelle Sludge & Effluent Composite
17	Eurofins QC Lab	643.35		2015-482	Analytical Services: Semi Annual Effluent Composite 8/06/15
18	Fisher Scientific	103.02		2015-359	Lab Supplies
19	Fisher Scientific	623.21		2015-435	Lab Supplies
20	GLEC	80.95		2015-449	HDG Consulting Services
21	Grainger	110.24		2015-398	Squeegies & Dust Masks

22	Grainger	81.84		2015-402	Handheld Sprayer
23	Grainger	174.72		2015-420	Belts for Sludge Blowers
24	Grainger	76.08		2015-462	U Shaped Light Bulbs
25	Hach	17.88		2015-436	Lab Supplies
26	Home Depot	148.58		2015-453	Painting Supplies
27	Home Depot	19.80		2015-455	Hose Clamps
28	Home Depot	5.99		2015-458	5 Gal Paint Mixer
29	Industrial Chem Labs	1,007.61		2015-427	Lift Station Degreaser
30	JCI Chemical	1,819.25		2015-399	Sodium Hypochlorite
31	JCI Chemical	2,331.30		2015-452	Sodium Hypochlorite
32	McMaster-Carr Supply	755.33		2015-433	Parts for Pesticide Control
33	Miracle Chemical	1,181.95		2015-429	Sodium Bisulfite
34	Modern Handling	181.88		2015-421	Service Call Brake Adjustment Hi-Lo
35	Municipal Capital Finance	164.77	9399	2015-456	Copier Lease: Payment #26 8/2015
36	New Jersey Door Works	1,499.50		2015-363	Repairs To Main Gate
37	One Call Concepts	9.92		2015-446	Markouts
38	Praxair Dist Mid Atlantic	199.56		2015-459	Annual Lease Renewal for Tanks
39	Precision Electric Motor	850.00		2015-349	Repairs To Motors Plant Water & Odor Control
40	PSEG	22,418.73	9397	2015-443	Power: July 2015
41	Purchase Power	320.99	9357	2015-432	Postage
42	PVSC	16,416.00		2015-477	Sludge Disposal:07/16/15 to 08/15/2015
43	R&D Trucking	7,200.00		2015-442	Sludge Removal: July 2015
44	Sage	1,186.55	9398	2015-445	Accounting Software Renewal 8/01/15 to 9/20/2015
45	Spectraserv	3,440.00		2015-451	Monthly Container Charge:July 2015
46	Staples	234.63		2015-397	Office Supplies
47	State of NJ	30,995.91	TEPS	2015-468	Hospitalization: Active Employees
48	State of NJ	1,218.09	TEPS	2015-469	Hospitalization: Retiree Employees
49	Sterling Testing	432.39		2015-447	Back Ground Checks: M. Santorelli, J. Lelinho, A. Candelari
50	Town of Secaucus	1,583.02		2015-467	Dental Reimbursement: Sept. 2015
51	Town of Secaucus	74.99		2015-438	Backup Outlet
52	Town of Secaucus	499.98		2015-473	2 Computers for Office
53	Treasurer- State NJ	1,267.00		2015-450	Annual Renewal ID#000000143397800
54	United Water	1,641.41	9356	2015-434	Water
55	Verizon	218.46	9358	2015-431	Telephones
56	Verizon Wireless	202.77	9402	2015-474	Telephones: 7/13/15 to8/12/15
57	WEF	94.00		2015-479	Membership Renewal: T. Joehnk
58	WEX Bank (Sunoco)	697.37	9355	2015-430	Fuel July 2015
TOTAL:		131,200.32			

Commissioner Schoenrock inquired about item #11 EnviroSight, \$15,500; the Executive Director explained this was an attachment for the camera on the CCTV vehicle. Chairman Vogel inquired about items 12 and 14 asking if these charges were forwarded to Toscana. The Executive

Director replied that Toscana was only charged any overtime incurred and that these charges would be reviewed and forwarded to Toscana for payment.

Roll Call to approve the voucher list as presented: F. Vogel, Aye; M. Valente, Aye; J. Cardenas Aye; G. Pascarello, Aye; G. Schoenrock Aye; 5-0-0.

Report of the Executive Director August 2015

- Met with customer representative from PSE&G regarding the availability of funding for solar projects and energy incentives.
- Met with State Trooper Brad Waugh and Jim Wancho to go over the requirements of the \$100,000.00 FEMA grant. As the PSE&G work will encompass almost the entire grant and we cannot proceed with the dual fuel convertor until this line is supplied, we requested that some funds be made available prior to the completion of the project. Jim and I will get a letter requesting the release of some of those funds.
- There was a discharge from Toscana on August 6th. Toscana supplied an internal memo that attributed this discharge to human error and, approximately 700 gallons of milk was discharged to the MUA collection system. We have already invoiced Toscana for the Authority labor required to alleviate the effect on Pump Station #2.
- Received notification from the Building Department that the proposed Aloft Hotel was seeking construction permits. I contacted the Building Department and notified them that no fees had been made for this application. I further contacted the owner Hartz Mountain Industries that the connection fee that was assessed in 2014 had been revised to reflect the 2015 rate. This resulted in an increase of \$26,782.00. The total fee for this connection is \$354,992.00.
- 734 County Avenue: The engineer for this project proposed to line the portions of the sewer instead of constructing a new manhole and sewer. He suggested that the line be cctv'ed prior to and after the lining takes place. MUA staff to observe. The MUA engineer has stated that the project was approved on the originally submitted application. Any deviation from that design is at the developer's risk.
- Third Street has been paved.
- There was a sewer break on Lincoln, near Moller. Upon investigation, it was determined that the storm sewer was installed directly on top of the sanitary. This line settled and broke the sanitary. Repairs should be completed by 8/28/15.
- Gave a facility tour to Amanda Nesheiwat and Tomoe Suyama who was visiting from Japan.
- Discussed correspondence sent to Longo regarding their billing practices as this relates to overbilling for a recent pump repair.

Chairman Vogel commented that the paving on Third Street was a good job. He stated that he was under the impression that the contractor was paving the excavation only however, the

entire street was paved. The Executive Director explained that a request was made to pave the entire roadway and not just the excavation. Chairman Vogel then inquired if the road was pitched curb-to-curb. Mr. Bigler responded that the road was milled and paved and that should address any drainage issue. He further reported that this additional work was an estimated \$20,000.

Chairman Vogel also inquired about the break on Lincoln Avenue. The Executive Director explained that we will attempt to invoice the town for the cost of these repairs. Chairman Vogel inquired as to the amount, and, how far to the nearest manhole. The Executive Director said the amount could not yet be determined because the line condition was so poor that the CCTV camera would not pass by the several plumbers taps from house laterals into the main. He was working with the contractor to determine the expanse of repair. He also stated that the nearest manhole was approximately 270 feet from the excavation.

Old Business: None

New Business: Board Member Valente stated that this would be his last meeting with the Authority as he was moving out of town. All of the Board Members expressed their thanks for his input into Authority matters and wished him the best in all his endeavors.

We have received a Peak Performance Award for the 16th year in a row.

The Executive Director requested that the Board consider implementing a policy allowing for the conversion of a portion of annual accrued vacation hours at year end to be compensated for fiscally. This would apply to non-union personnel only. Commissioner Pascarello suggested that an estimate of the cost be submitted for review. Commissioner Cardenas inquired as to if this was done before. The Executive Director explained that an approval was made two years prior due to extenuating circumstances and necessary personnel coverage. It was agreed that the Executive Director would prepare a policy and cost estimate for review by the board.

Legal: A discussion was held regarding continued, intermittent discharges by Toscana. Toscana has been reminded that (3) violations in a 90 day period would result in the penalty clause being implemented. Chairman Vogel inquired as to how we can confirm the reasons/excuses given for these continued discharges. Mr. Napolitano stated we could request photos or invoices for facility repairs and stated that Toscana offered to pay for any overtime incurred by the Authority. They have paid for the previously incurred overtime. The Executive Director explained that Toscana does not notify us of these discharges and that they are discovered through daily sampling. Commissioner Cardenas suggested that correspondence be sent regarding their "failure to notify". Commissioner Valente inquired if was more cost effective for Tocsana to violate than repair and Mr. Napolitano stated that was a possibility. Mr. Napolitano said that we need to schedule another meeting with Mr. Paparazzo, the attorneys and the Board. It was agreed that the meeting should be subsequent to the October 5, 2015 SMUA meeting and that Mr. Napolitano would prepare an outline for the meeting and notify Toscana.

Mr. Napolitano also briefly reviewed some upcoming changes to Trust laws. He suggested that it might be advantageous to have representation at NJEIT seminars that are being offered in September.

Engineers Report:

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEERS REPORT
FOR THE MONTH OF AUGUST 2015**

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

- Toscana - Discharge violations have occurred on June 3, 2015, July 13, 2015, July 23, 2015 and August 6, 2015. Authority Attorney and the Toscana Attorney are working on a settlement.
- Reviewing the possibility of changing speed of blowers to reduce power consumption. It has been decided to leave the existing blowers but to adjust the speed to reduce energy costs. A quote on utilizing a VFD to control the blower speed is being reviewed.
- Received proposed plans for a small pump station and 1,170 lf. of 1.25" dia force-main from the Frank R. Lautenberg Station to the SMUA gravity sewer in North Drive. Submitted engineer's review.
- Reviewed site plan for Sanitary Sewer Connection Application for 34 Meadowlands Parkway. Requested further information.
- Reviewed site plan for Sanitary Sewer Connection Application for 46 Meadowlands Parkway. Requested further information.
- Received and reviewing revised plans for 734 County Ave. Requested information and requirements for approval. Owner has been calling, however engineer's review letter has not been rectified. Developer has asked for connection approval for the connection, however, the contractor did NOT notify the SMUA of the proposed work, the engineers review letter had never been rectified, the work was not installed as per the Developer's Engineer's plans, nor the connection or work witnessed by the SMUA. This office requested a video from the Contractor of the system. The first video was of a very poor quality, but depicted many issues with the installation. This office requested another video of a different method to improve the quality, however, that video only substantiated our original findings. At this time this office can not approve the connection. The owner was given sixty days to comply with the engineers review, as of this date this office has not been notified of any work performed. The owner sent the SMUA an email asking for an extension and a request to not perform the work agreed to by the agreement. The applicant's engineer is investigating other options to repair the existing lateral that he would be able to sign off on. The applicants engineer requested a revision to the plans. They would like to replace a section of sewer lateral from the onsite manhole to the curb and then pipeline the remainder to the main. I informed them that the approval is to add a new manhole and a new sewer lateral, anything done in lieu of that would be done at the applicants own risk. Any work performed would need to be cctv'd and sent to this office for approval.

- Redesign concrete work for elevating sludge building opening to extend up beyond Mill Creek flood stage. Waiting on proposals. Work has been completed. Waiting on gates and doors to finish the project.
- Started design and specifications for the Generator conversion to N.G. I am still waiting on information from the manufacturer on the required installation requirements. PSEG will extend a high pressure line from Huber Street.
- Reviewing application for MLB Network located at 40 Hartz Way. Submitted engineers review. Nothing has been returned.
- Still looking into a design to supply sanitary services to the Coast Guard Building. Designed a gravity system from the property line to a manhole on the trunk sanitary sewer in Meadowlands Parkway, waiting on an estimate from the contractor. Received an estimate for the gravity line, will look at a pump station with gravity line. Waiting on the estimate for the force main and pump station. Received information on the pump station, however, it has been revealed by the Town electrician that sufficient power is not available for a pump station and a new 3 phase service would need to be installed. Received quote for installation of a force main. Complying the costs of the force main, pump station installation and new power source.
- Receiving proposals to replace section of force mains within the pump station at Castle Road. Requested additional information from the low bidder. Low Bidder rescinded the quote, will need to request additional quotes from other contractors. Received proposals from vendors, waiting for capital funds to be available.
- Responded to an emergency repair on Third Street between Pandolfi Ave and the terminus. It is the recommendation of this office to replace the existing clay pipe with new PVC pipe. A quote has been received from Persistent to replace the pipe. Contractor started the work to replace the sanitary sewer from Pandolfi Ave to terminus. Work has been completed except the final top course of pavement. Town engineer requested that the entire street be milled and paved. Street will be milled and paved.
- Met at the site with engineer and representatives for the new Hudson Technical School on New County Road and discussed possible location of sanitary sewer connection. They questioned the amount of the connection fee, it was explained that the amount of the ERU's is set by the commissioners once a year and the fee is derived from the average daily flow as presented by the applicant's engineer. They were to revisit their engineer's numbers. No additional information was received.
- Reviewed information from the SMUA Sewer contractor to install approximately 170 feet of 8 inch pvc sanitary sewer within Seventh Street. The work has been completed awaiting the Town's paving project to add the final surface coarse pavement.
- Spoke to the applicant's engineer about a proposed connection at 1 County Avenue. Awaiting an appropriate application

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E., P.P., CME
Authority Engineer
August 26, 2015

The executive director explained that the Engineer had surgery earlier that day and was unable to attend the meeting. He added that the Engineer would be working on a bid proposal for the recently awarded grant money for the dual-fuel conversion of the emergency generator.

Operations Report:

OPERATIONS REPORT – August 2015 Submitted September 1, 2015

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.3976 MGD. Maximum daily flow was 3.754 M.G.; the estimated total flow for the month was 74.3278MG.
- 2) The Serpentine Tank was drained and cleaned.
- 3) Routine maintenance and grounds keeping were performed.
- 4) Pump number three located in pump station number three failed. The pump was repaired by Longo Industries and is back in service.
- 5) The rubber feed line located at the Sodium Hypochlorite storage tank ruptured. The line was replaced.
- 6) A new Variable Frequency Drive (VFD) was installed for the new Vogelsang Sludge Transfer pump.
- 7) The north gate entrance to the Plant was repaired. New sprockets and chain were installed.
- 8) The soft start for Pump three located in Pump Station number One failed and was replaced.
- 9) Strike solution is being introduced to the plant flow at the Primary Clarifiers. This is being done to combat the flies at the plant.

PUMP STATION # 1 Village Place

- 1) The average daily flow was not available at the time of this report
- 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 average daily flow for the station was not available at the time of this report.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was not available at the time of this report.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 4 New County Road and Seaview Drive

Routine maintenance was performed.

PUMP STATION # 5 Wilroy – Secaucus Road

This station is not in service. Grounds keeping was performed.

PUMP STATION # 6 Castle Road

- 1) Routine Maintenance and grounds keeping were performed.
- 2) New parts for the emergency generator muffler were ordered.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.
- 2) A new hinge was installed on the wet well access hatch.

COLLECTION SYSTEM:

- 1) The Authority cleaned approximately 1375 feet of sanitary sewer lines for the month. The Authority also assisted the D.P.W. in cleaning catch basins.
- 2) Persistent Construction excavated at 305 Lincoln Ave. the sanitary line was crushed by the existing storm line. Repair options are being discussed.

Respectfully Submitted
Brian A. Beckmeyer Sr.
Superintendent

Mr. Beckmeyer also commented on the recent issue with nuisance flies, and explained that a Strike solution that was purchased was very effective. The Executive Director added that this process will be used again beginning in April.

Commissioner Pascarello inquired as to the facility's ability to comply with possible new regulations and permit conditions and what actions might need to be taken in the future to comply with these conditions. This was discussed amongst Board Members and staff and the Executive Director was asked to contact the Environmental Regulatory Engineer to obtain information and a budgetary cost to perform a feasibility study.

Citizens Comments: None

There being no further business, a motion was made to adjourn the meeting at 7:55 p.m. by F. Vogel seconded by G. Pascarello. All in Favor: 5-0-0.