

**July 10, 2017**

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Monday, July 10, 2017 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:	Jorge Cardenas	Vice Chairman
	George Schoenrock	Secretary
	Ray Spellmeyer	Commissioner
	Mark Moloughney	Treasurer

\*Note: Chairman Fred Vogel Absent: (excused)

Also Present: Adam Abrahamson, Paul Kokosinski (Beckmeyer Engineering)

The Minutes of the June 5, 2017 meeting were approved on a motion made by J. Cardenas, seconded by M. Moloughney. Roll Call J. Cardenas, Aye; G. Schoenrock, Aye; R. Spellmeyer, Aye; M. Moloughney, Aye. Approved: 4-0-0.

A Resolution Authorizing Change Order Request No. 1 for Envirocon was moved on a motion by J. Cardenas; second by R. Spellmeyer and is as follows:

**RESOLUTION 2017-07-10 AUTHORIZING CHANGE ORDER REQUEST NO.1 FOR ENVIROCON, LLC**

**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**, by previous Resolution the Authority awarded a contract to Envirocon, LLC (hereinafter “Envirocon”) for the installation of the Emergency General-Diesel/Natural Gas Dual Fuel Conversion Equipment (hereinafter the “Project”); and

**WHEREAS**, it is necessary for Envirocon to perform additional work not previously set forth in the Project plans and specifications; and

**WHEREAS**, the additional work includes the installation of flanged valves and gas piping modifications and labor; and

**WHEREAS**, after negotiation with the Authority’s Consulting Engineer, Beckmeyer Engineering, P.C., Envirocon agrees to perform the work set forth in Change Order No. 1 for a

total amount of \$5,370.00, which represents a fair and reasonable cost for the work;

**WHEREAS**, in accordance with N.J.A.C. 5:30-5.4(a)(3), the Authority certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this Resolution;

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

1. The Engineer is directed to prepare a written change order which will be Change Order No. 1 for the amount not to exceed \$5,370.00, and the contract is hereby amended to reflect same; and
2. The Executive Director is authorized and directed to execute Change Order No. 1 and all necessary change order documents; and
3. Any work set forth in Change Order No. 1 performed prior to this resolution is hereby ratified and approved.

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

Date: July 10, 2017

After some discussion, the resolution was approved by roll call vote: R. Spellmeyer, Aye; M. Moloughney, Aye; G. Schoenrock, Aye; J. Cardenas, Aye. Approved 4-0-0.

The voucher list for July 10, 2017 was moved on a motion by G. Schoenrock; second by M. Moloughney and is as follows:



**Voucher List for Meeting of July 10, 2017**

Prepared: 06/25/17

NUMBER2	COMPANY	MONEY	CK#	PO#	REASON
1	Alpha Dog	150.00		2017-369	Monthly Maintenance & Hosting Fee:6/17
2	Beckmeyer Engineering	8,065.00		2017-425	Engineering Services:5/22/17 to 6/27/17
3	Beckmeyer Engineering	2,747.50		2017-426	Approved Work Outside The Annual Contract
4	Bellaqua	143.25		2017-371	Water
5	Better Security	609.90		2017-308	Medeco Locks & Keys

6	BioTriad Environmental	1,075.56		2017-229	Odor Control
7	BioTriad Environmental	364.91		2017-351	Wet Well Degreaser
8	Built Rite Inc.	575.00		2017-352	Roof Repair Main Building
9	Care Station	260.00		2017-366	Return to Work Physical : C. Lewis
10	Clean Waters, Inc.	1,521.00		2017-316	Polymer
11	Cleary, Giacobbe, Alfieri	3,877.00		2017-393	Legal Services: 5/01/17 to 5/31/17
12	Constellation Energy	1,147.24	10637	2017-384	Remote Stations Power
13	Comcast	178.49	10630	2017-373	Internet Services: 06/02/17 to 07/01/17
14	Divita Balance	265.00		2017-377	Yearly Calibration Lab Scale
15	Emerald	254.95		2017-363	3 Cases XL Gloves
16	Ener-G Rudox	5,999.00		2017-397	Annual Service
17	Envirosight LLC	724.60		2017-375	Parts & Labor for Repair of Inspection Camera
18	Eurofins	756.85		2017-378	Analytical Services: Annual Composite 5/4/17
19	Eurofins	198.40		2017-379	Analytical Services: 11/10/16
20	Eurofins	65.00		2017-380	Analytical Services: Effluent Grab 12/20/16
21	Eurofins	43.00		2017-381	Analytical Services: Distilled Water 12/15/16
22	FedEx	33.04		2017-409	Package
23	Fisher Scientific	903.36		2017-323	Lab Supplies
24	Fisher Scientific	187.00		2017-372	Lab Supplies
25	Fisher Scientific	1,577.51		2017-289	Lab Supplies
26	GLEC	218.87		2017-392	HDG Consulting
27	Grainger	60.84		2017-324	Hard Hat
28	Grainger	18.70		2017-350	Hose & Clamps
29	Grainger	15.58		2017-298	Pressure Gauge
30	Grainger	8.10		2017-333	AAA Batteries
31	Grainger	200.03		2017-359	Utility Pump
32	Grainger	48.00		2017-376	Skimmers
33	Grainger	32.72		2017-400	Dust Masks
34	Home Depot	21.82		2017-322	Sprinkler Hose & Electrical Tape
35	Home Depot	29.97		2017-360	Blades for Fan Saw
36	Home Depot	97.67		2017-249	Safety Orange Paint
37	Home Depot	71.94		2017-388	Painting Supplies
38	Home Depot	38.98		2017-382	25' Extension Cord
39	JCI Chemical	1,928.98		2017-368	Sodium Hypochlorite
40	Labconco Corp	101.93		2017-356	Parts for Lab Dishwasher
41	McManimon & Scotland	172.00		2017-391	Professional Services: 4/30/17
42	Miracle Chemical	1,031.25		2017-327	Sodium Bisulfite
43	Miracle Chemical	1,500.00		2017-367	Sodium Bisulfite
44	Municipal Capital Finance	164.77	10631	2017-374	Copier Lease: Payment# 48
45	Nassor Electrical	4,076.80	10644	2017-319	LED Site Lighting to be reimbursed by OHSP
46	National Auto Fleet	32,645.14		2017-147	2500 Chevrolet Silverado Truck
47	One Call Concepts	8.75		2017-370	Markouts: (7) May 2017
48	PS&S	932.44		2017-415	Professional Services: Security Cams OHSP
49	PSEG	15,006.33	10641	2017-403	Power: May 2017

50	PVSC	14,976.00		2017-416	Sludge Disposal: 05/16/17 to 06/15/17
51	Persistent Construction	20,400.00		2017-395	Emergency Repair Wilson & 1st Street
52	Pitney Bowes	117.00		2017-408	Postage Meter Rental:7/1/17-9/30/17
53	Precision Electric	2,750.91		2017-307	New Blower For Post Aeration
54	Power Place	42.90		2017-357	Mulch Cover For Lawn Tractor
55	Purchase Power	320.99		2017-424	Postage
56	R&D Trucking	10,615.00		2017-396	Sludge Removal: 05/01/17 to 05/31/17
57	Royal Printing	135.00		2017-346	Confined Space Forms
58	Scott Enviromental	150.00		2017-358	Test Back Flow
59	Secaucus Home News	155.60		2017-420	Legal Ad: Synopsis of Audit
60	Spectraserv	3,956.00		2017-394	Monthly Container Charge: May 2017
61	Staples Business	117.73		2017-321	Office Supplies
62	Staples Business	47.25		2017-310	Meeting Stamp
63	Staples Business	82.35		2017-362	Office Supplies
64	State of NJ	33,847.38	TEPS	2017-385	Hospitalization: Active Employees:06/17
65	State of NJ	1,394.46	TEPS	2017-386	Hospitalization: Retiree Employees: 07/17
66	Suez Water NJ	1,159.21	10636	2017-383	Water 04/19/17 to 05/15/17 Video Surveillance as Per Contract Reimburse OHSP
67	Technotime	59,405.00		2017-054	
68	Town of Secaucus	1,630.08		2017-387	Dental Reimbursement: July 2017
69	Town of Secaucus	1,349.56		2017-410	Police Traffic Detail Persistent Construction
70	Town of Secaucus	3,805.61		2017-411	Fuel Reimbursement for 2015
71	Town of Secaucus	2,141.41		2017-412	Fuel Reimbursement for 2016
72	Universal Electric	6,500.00		2017-222	Post Aeration Blowers
73	USA Blue Book	1,098.12		2017-389	Odor Control Blocks
74	Verizon	253.97	10640	2017-404	Telephones 05/19/17 to 6/18/17
75	Verizon Wireless	221.90	10642	2017-405	Telephones: 05/13/17 to 06/12/17
76	Vincent Vuocolo	1,358.00		2017-361	Repair To Steps Primary Clarifier
77	WEX Bank (Sunoco)	796.48	10632	2017-364	Fuel: May 2017
<b>TOTAL:</b>		258,982.08			
* 6/17 Voucher list line #2 States Adapco \$1,545.00 paid \$1,565 Shipment added later					

Roll Call to approve this voucher list: R. Spellmeyer, Aye; M. Moloughney, Aye; G. Schoenrock, Aye; J. Cardenas, Aye. Approved 4-0-0.

The Executive Director requested Board approval to proceed with the cost analysis and bid preparation for the proposed SCADA installation. This approval was moved on a motion by J. Cardenas; second by R. Spellmeyer. Roll Call J. Cardenas, Aye; G. Schoenrock, Aye; R. Spellmeyer, Aye; M. Moloughney, Aye. Approved: 4-0-0.

**Old Business:** None

**New Business:** The Authority is receiving another award from NACWA for 18 years of complete compliance with the NJPDES permit. The Executive Director also pointed out that there were funds available to attend the WEFTEC conference in Chicago.

**Legal:** No Report

**Report of the Executive Director  
June 2017 {June 30, 2017}**

- The Authority Electrician completed installation of motor control parts for the secondary clarifier pumps.
- Work has stalled on the dual-fuel converter due to the submission of a change order by contractor. This has caused a final completion delay.
- The installation of security/SCADA system has been completed. Waiting on training and final inspection by PS&S.
- The Mayor called while I was on vacation questioning the status of the possible connection of the USCG Auxiliary building to the SMUA sanitary on Meadowland Parkway. Authority Engineer responded and forwarded emails regarding this project dating back to October 2015.
- The Union has requested a postponement of the grievance hearing from April 3, 2017 to the July meeting.
- Nothing further to report regarding an ongoing problem with the privately owned collection system at Harmon Cove.
- The Authority continues to monitor the sewer on River Road near Acorn Road. There have been no further incidents to date. We have placed this area in the high priority for routine maintenance.
- Comments on the Draft Final Permit were forwarded and received by the Department on April 25<sup>th</sup>. No action to date.
- The audit has been submitted to the DCA and proof of the publication of the synopsis was the only item missing. This was advertised in the 6/21/17 edition of the Home News. We are awaiting the affidavit from them that it was published.
- Still working on other start-up projects for the OHSP grant. Some site lighting has been received and the security doors have been installed.
- Completed the final addition of the larvacide to contain the population of flies. This product is \$1,500/gallon. Also reinstalled all of the screening on the vents of the trickling filters.
- Installed VFD's on the post aeration blowers. Precision Electric removed the failed blower motor installed a new one.
- Witnessed the connection for the High Tech High School.
- Repaired the emergency pump lines.

- The DPW installed a cat-walk on the end of the serpentine tank. This allows for safer access to this tank for washing down {typically performed once per week}.
- There have been several change-in-use requests for connection into the Authority collection system. Anytime that a variance in zoning is requested, the Authority is now notified by the Town Engineer.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY  
ENGINEER'S REPORT  
FOR THE MONTH OF JUNE 2017**

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

- Dual Fuel Generator. Bids Rebid opening was June 1, 2016. The low responsible bidder was Envirocon from N.J. at \$119,000. The pre-construction meeting was held on September 27. The conversion equipment was ordered is more than a month for delivery. Other work will be done during the wait time of delivery. The Mechanical Sub Contractor began work in October. The high pressure gas line and fencing has been installed. Work has started on the generator. A temporary generator has been deliver and is hooked up to the Auto Transfer Switch and is presently the back up power for the facility until work is completed on the conversion. Work was halted to increase the gas pressure and flow from PSEG. Manufacturer's representative initially requested 2,000 cfh @ 1psi at the unit, which was requested from PSEG by application. Later , the manufacturer requested 11,700 and 12,000 cfs at 5 to 7 psi. Finally, the Manufacturer certified that the request would be 6,000 cfh @ 3psi.This is now ordered from PSEG. The system will now be a non-regulated system where the facility will receive street press at a max 20 psi. The facility will be required to have two regulators, one being a lock-up type to step down the pressure. Work on the system should begin with the ordering and delivery of the new regulators. Met with the contractor and supplied revised drawings. Approved Payment Application #2. Contractor submitted a Change Order, which was reviewed and letter returned seeking further information. Waiting on Contractors response. Met with the Executive director and Authority Attorney to discuss options if the contractor does not respond or continue the work. The contractor has revised his CO#1 to \$5,370.50. After speaking with the Attorney, It is the opinion of the Engineer to approve this CO#1and finish this project.
- We looked into two designs to supply sanitary services to the Coast Guard Building. A gravity System and a pumping system. We have compiled the costs of to bid out either installation. The cost information comparison was submitted to the Town for review and input. The Mayor had requested a meeting on this project. Waiting on his availability.

- Spoke to the applicant's engineer about a proposed connection at 1 County Avenue. Reviewed application. The applicant is required to obtain an easement to install a force main and connect into an existing privately owned sewer before it leads into the SMUA system in Penhorn Drive. The engineer sent revised drawings showing a new location for the pump station, also sent the easement description and plan. New require a revised TWA application. Requested that the easement also reads that the private sewer will convey the adjacent properties sewage in perpetuity. Easement was received and is being reviewed for compliance. Reviewed applicants engineers detail son the force main, suggested to install a dual forcemain due to the location within an environmentally sensitive area. A dual forcemain is to be installed across the environmentally sensitive area. This project is in construction.
- Contacted Tax Department to ascertain new tax maps for use by the Authority for facilities inventory. Meeting never occurred. Beckmeyer Engineer has submitted a proposal to the SMUA for re-creating the Sanitary Sewer Map with updated sewer serving areas. As recommended by the Commissioners, reached out to the NJSEA to see if the information can be OPRA'd. NJSEA information is not readily available. NJSIA has confirmed that the SMUA can purchase utility levels for an AutoCad file. My office will in return create usable updated maps of the SMUA sanitary Sewer system. This office will purchase the required utility layers and produce required maps. Reviewing the legal stipulations required by the NJSEA for purchase of their data. Sent a check to Rutgers to purchase the files and data necessary to start sewer service maps. Recently received information form NJSEA and currently piecing the files together.
- Started investigation to determine the capital cost for the replacement of the trickling filters plastic media. Estimated cost for delivery of Media > \$1,000,000 without installation or disposal of old media. This project is a future project and will be removed from the monthly report until it becomes closer to fruition.
- 2 Secondary sludge pumps burnt out due to a shorted power feed. A rental pump was installed along with a temporary pump feed cable from the panel in the sludge building to the clarifier. Proposals to install new conduit and feed wiring between the panel and the clarifier were received. Conduit has been installed. New wiring has been installed and the system is operating. A new control panel is being proposed for the pumps.
- Met with representatives for the proposed Hudson County Technical School to be located on New County Road. Produced estimated flow letter for the Authority and Applicant. Prepared technical review. Notified the engineer that a pre-treatment system would be required to combat high sulfide levels within the long force main. Also, sent other information on known facilities within the construction area. Received an approved plan revisions and wrote a letter for a revision to the TWA. Attended the force main pre-construction meeting. Went to site for connection into the SMUA system, however, the construction was postponed that day due to expectant inclement weather. The installation came upon an unknown water line. The engineer requested a change of their installation, the SMUA sent back an alternative that would put less burden on the SMUA.
- PSEG has agreed to install a power monitoring device on our service connection before our transformer to record the power consistency from the utility. The device was installed November 1, 2016 by PSEG. PSEG has

returned to pick up the device. Waiting for their report. PSEG has informed the SMUA that the meter was installed at the wrong location. A new location was agreed upon and the SMUA is waiting on the installation and monitoring.

- 100 Park Plaza Drive is a new 469 residential development consisting of sixty (#60) studio, one hundred ninety-seven (#197) one bedroom, one hundred ninety-three (#193) two bedroom and nineteen (#19) three bedroom residential units. An Engineer Review letter approving the application contingent on the submittal of further requested information was sent to the applicant
- Started reviewing the design of a new blower at the post-aeration tank. The present blower is oversized and can be reduced in horse-power. Also, if the addition of a “VFD” on the existing blowers would also show the Authority power savings. Requested a manufacturer rep to quote the supply and installation of a VFD to run the existing blowers. Received proposal and reviewing. Requested further information on the VFDs. Proposal by Universal Electric has been accepted and work started. The VFDs have been installed and are in operation. However, the older blower “burned out” after running at the lower RPMs. A new motor for the blower with a higher ratio turn down capacity has been ordered and awaiting delivery. The VFDs that were supplied were compatible with the newer blower but not the older blower, since the older motor did not have the same turn down capacity. The new set up will allow cost savings in electric and probably Sodium Hypochlorite. Met with the suppliers and installers and relayed our perspective on the turn of events. The installer agreed to remove the extra charge from their bill.
- Norfolk Southern has placed concrete barriers at the access to the SMUA SeaView Pump Station making access very difficult to impossible, never mind the difficulty of snowplowing the access drive. Started pulling stored files from the construction of that project. Will create an access description, with attorney assistance, to guarantee the SMUA authority of access and maintenance. Sent a preliminary description to Attorney. The blocks have been placed back.
- Reviewed an easement on the property of 34 Meadowlands Parkway. The SMUA has a 36 inch trunk line that runs through the parking lot of this new apartment complex, however, an easement was never recorded. Received an easement description from Hartz and in process of checking metes and bounds. Revised the easement to request a 20 foot wide easement. Due to the size of the pipe and its depth, the 10 foot wide easement, as suggested by Hartz, is in my opinion not sufficient. The SMUA has met with Attorneys representing the Town with respect to the easement with Hartz, it has been decided to request a 25 foot wide easement due to the depth of the pipe and the possible logistics. I recalculated the easement and supplied to the attorney for comparison.
- Reviewed the Pump Station at Exchange Place for drainage issues. Designed a small drainage system to relieve the PS of flooding during rain events. Contractor visited site and is ordering the materials, work to start shortly. Waiting on Persistent Co. to start work.
- Contacted Hartz and requested drawings of their entire Sanitary Sewer Collection System. Nothing has been submitted yet. Mr. Bigler requested again.



- Investigating alternatives on the sludge piping issue. Observing and recording when issues arise and functions being performed at that time.
- Reviewed information on a Change of Use for office to a restaurant for a “Which Wich” at 700 Plaza Drive. Supplied proposed flow quantities for connection fee adjustment.
- Reviewed information on a Change of Use for an expansion of an office to include a 2,100 sq ft. Atrium at 500 Plaza Drive. Supplied proposed flow quantities for connection fee adjustment.
- The SMUA has been contacted about a possible Change of Use at 1016 Aquarium Drive to a Commercial Hotel Laundromat. Information was supplied but no further contact was made by the owner.
- Reviewed information on a Change of Use for office to increase the size of “Studio Space” for Secaucus Blue/Century 1 at 700 Secaucus Road. Supplied proposed flow quantities for connection fee adjustment.

**Beckmeyer Engineering, P.C.**  
**Glenn M. Beckmeyer, P.E.,P.P.,CME**  
**Authority Engineer**  
**July 3, 2017**

OPERATIONS REPORT – June 2017  
 Submitted July 10, 2017

KOELLE BOULEVARD FACILITY

- 1) The average daily flow for the month was 2.8933 MGD. Maximum daily flow was 4.3115 M.G.; the total flow for the month was 86.2038 MGD.
- 2) A new motor was installed on Post Aeration Blower number one.
- 3) The stairs located on the north wall of the Primary Clarifiers were repaired.
- 4) The new walkway located east of the Serpentine Tank was completed. Secaucus D.P.W. did the work.
- 5) Ten new doors have been installed throughout the Plant. Three more doors are to be installed.
- 6) All floor drains located on the main floor of the Sludge Building were cleaned out.
- 7) The repairs to the Secondary Sludge Pump Control Panel were completed by Carfi Electric.
- 8) The V.F.D. located on Interim pump number two was removed from site for repair.
- 9) Security camera installation is complete.
- 10) Began painting the bases of the Trickling Filters.
- 11) Routine maintenance and grounds keeping were performed.
- 12) The Serpentine tank was drained and cleaned.
- 13) The Annual E.J.I.F. inspection was conducted at the Plant.
- 14) Work began on the repair of the North Entrance Gate. A new gate has been ordered.
- 15) Leaks in the lawn sprinkler system were repaired on the south end of the Plant.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 1.098 M.G.D.
- 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 was 77,988 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 75,057 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 4 New County Road and Seaview Drive

- 1) Routine maintenance was performed.

PUMP STATION # 5 Wilroy – Secaucus Road

- 1) This station is not in service. Grounds keeping was performed.

PUMP STATION # 6 Castle Road

- 1) The average flow was 15,664 G.P.D.
- 2) Routine Maintenance and grounds keeping were performed.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.

COLLECTION SYSTEM: The Authority assisted the D.P.W. in cleaning various catch basins. Approximately 3847 feet of Sanitary Sewer was cleaned.

Respectfully Submitted  
Brian A. Beckmeyer Sr.  
Superintendent

At 7:23PM a motion was made by M. Moloughney; second by J. Cardenas to close the Public Session and enter into Executive Session. All in favor 4-0-0.

**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 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 8:40 by G. Schoenrock; second by M. Moloughney to close Executive Session and enter Public Session. All in favor 4-0-0.

The following motions were made by J. Cardenas; second by G. Schoenrock: to deny a grievance, post a position and send a letter to an employee regarding attendance. All in favor 4-0-0.

At 8:42 a motion to adjourn the meeting was made by M. Moloughney, second by J. Cardenas. All in Favor 4-0-0.