

August 7, 2017

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Monday, August 7, 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:	Fred Vogel	Chairman
	Jorge Cardenas	Vice Chairman
	George Schoenrock	Secretary
	Mark Moloughney	Treasurer

*Note: Commissioner Spellmeyer Absent: (Excused)

Also Present: John Napolitano, Glenn Beckmeyer and Laurie Purcell

The Executive Director noted that two corrections were needed for the Minutes from July 10, 2017 prior to approval. The corrections were to the date of the meeting in paragraph one, and, John Napolitano was not in attendance, Adam Abramson-Schneider was. The Minutes of the July 10, 2017 regular meeting and executive session were approved on a motion made by J. Cardenas, seconded by M. Moloughney. Roll Call F. Vogel, Aye; J. Cardenas, Aye; G. Schoenrock, Aye; Aye; M. Moloughney, Aye. Approved: 4-0-0.

The following resolutions are from the consent agenda regarding addition of an employee and disposal of surplus property were moved on a motion by M. Moloughney; seconded by J. Cardenas, and are as follows:

RESOLUTION 2017-08 HIRING WASTEWATER TREATMENT PLANT OPERATOR

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 shortage of manpower, the Authority has a need to hire a new employee for the position of Wastewater Treatment Plant Operator: Swing Shift; 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 Joseph John Schoendorf has met the minimum requirements for this position and is hereby offered the position of Wastewater Treatment Plant Operator, commencing on July 15, 2017 at a salary of \$29,705.00 per year with the following provisions:

1. Successful completion of a thirty (30) day probationary period.

RESOLUTION 2017-08A AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Secaucus Municipal Utilities Authority is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Secaucus Municipal Utilities Authority is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE BE IT RESOLVED, by the Secaucus Municipal Utilities Authority as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Purchasing Agent.

(2) The sale will be conducted online and the address of the auction site is govdeals.com

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of surplus property to be sold is as follows: SEE SCHEDULE A

(5) The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Purchasing Agent shall be authorized to execute any document related to this online auction.

(7) The Secaucus Municipal Utilities Authority reserves the right to accept or reject any bid submitted.

APPENDIX “A”

- 1) Light fixtures.
- 2) Assorted laboratory equipment

The resolutions were approved by roll call vote: F. Vogel, Aye; J. Cardenas, Aye; M. Moloughney, Aye; G. Schoenrock, Aye. Approved 4-0-0.

The voucher list for August 7, 2017 was moved on a motion by G. Schoenrock; second by M. Moloughney and is as follows:



Voucher List for Meeting of August 07, 2017

Prepared:
07/25/17

NUMBER2	COMPANY	MONEY	CK#	PO#	REASON
1	Alpha Dog Atlantic	150.00		2017-453	Monthly Maintenance & Hosting Fee:7/17
2	Tomorrows Office	129.16		2017-457	Copy Kit Fee 4/1/17 to 6/30/17
3	Beckmeyer Engineering	3,850.00		2017-475	Engineering Services:6/22/17 to 7/21/17
4	Beckmeyer Engineering	870.00		2017-476	Approved Work Outside The Annual Contract
5	Bellaqua Bio Traid	203.20		2017-450	Water
6	Environmental	1,184.41		2017-407	Odor Control
7	Cleary, Giacobbe, Alfieri	3,877.00		2017-456	Legal Services: 6/01/17 to 6/30/17
8	Cliffside Body Corp	598.57		2017-466	Light Bar for Chevy Pickup
9	Constellation Energy	748.20		2017-439	Remote Stations Power: 5/31/17 to 6/28/17
10	Comcast	178.50	10647	2017-431	Internet Services: 07/02/17 to 08/01/17
11	Cooper Electric	7,030.00		2017-320	Site Lighting OHSP Grant
12	D&H Door Service	32,497.00	10712	2017-190	Replacement of Exit Doors & Push Buttons OSH
13	Ener-G-Rudox	1,040.21		2017-390	Repair to Generator at Village Place
14	Eurofins	484.90		2017-460	Analytical Services: Distilled Annual, Effluent Gra
15	Eurofins	28.00		2017-461	Analytical Services: Distilled 7/6/17
16	Fisher Scientific	110.14		2017-428	Lab Supplies
17	Fisher Scientific	280.63		2017-418	Lab Supplies
18	GLEC	479.12		2017-478	HDG Consulting
19	Grainger	67.80		2017-406	Cleaning Supplies
20	HACH	164.92		2017-468	Lab Supplies
21	Home Depot	811.20		2017-417	Cedar Green Paint
22	Home Depot	636.09		2017-398	Paint Sprayer & Supplies
23	Home Depot	68.83		2017-429	Rods, Nut & Washer Sets
24	Home Depot	394.38		2017-401	White & Yellow Safety Paint
25	JCI Chemical	1,828.36		2017-422	Sodium Hypochlorite
26	Labconco	133.70		2017-427	Drain Valve
27	Miracle Chemical	1,312.50		2017-421	Sodium Bisulfite
28	Municipal Capital Finance	164.77	10648	2017-432	Copier Lease: Payment# 49
29	Nassor Electric	45.00		2017-435	Additional Part for Sub Lighting OHSP Grant
30	Nassor Electric	17.66		2017-441	Bushings Pipe Gallery
31	New Jersey Door Works	744.05		2017-423	Repair to Rolling Door on Main Garage
32	New Jersey Door	7,550.00		2017-434	Repair to Main Building Entrance Gate OHSP G

Works					
33	One Call Concepts	2.50		2017-452	Markouts:(2)
34	PSEG	15,783.41	10702	2017-442	Power: June 2017
35	PS&S	6,406.72		2017-455	Professional Services: NJPDES Permit Review 5
36	PS&S	500.00		2017-484	Professional Services: Security Camera Services
37	PS&S	775.00		2017-485	Professional Services: NJPDES Permit Review 6
38	PVSC	14,976.00		2017-483	Sludge Disposal: 06/16/17 to 07/15/17
39	Pitney Bowes	169.98		2017-443	Replacement Ink for Postage Meter
40	Praxair	219.52		2017-438	Yearly Lease for Pressure Tanks Acetylene & Ox
41	Pumping Services	209.33		2017-413	Wheel Assembly
42	R&D Trucking	8,580.00		2017-458	Sludge Removal: 06/01/17 to 06/30/17
43	Secaucus Home News	360.00		2017-451	Public Notice
44	Spectraserv	3,956.00		2017-454	Monthly Container Charge: June 2017
45	Staples Business	92.19		2017-419	Office Supplies
46	State of NJ	33,847.38	TEPS	2017-444	Hospitalization: Active Employees:07/17
47	State of NJ	1,394.46	TEPS	2017-445	Hospitalization: Retiree Employees: 08/17
48	State of NJ-PERS	6,376.82	10699	2017-437	Employer Share Retro Pensions 2016
49	Suez Water NJ	1,666.87	10649	2017-430	Water 05/15/17 to 06/14/17
50	Town of Secaucus	1,630.08		2017-446	Dental Reimbursement: August 2017
51	Verizon	256.81		2017-463	Telephones 06/19/17 to 7/18/17
52	Verizon Wireless	222.07		2017-462	Telephones: 07/13/17 to 08/12/17
53	WEF	107.00		2017-459	Annual Membership Renewal: B. Bigler
54	WEF	107.00		2017-472	Annual Membership Renewal: A. Smethkowski
55	WEX Bank (Sunoco)	574.94	10650	2017-433	Fuel:June 2017
TOTAL:		165,892.38			

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

The Executive Director requested Board approval to move forward with Advertising and accepting bids for the proposed SCADA installation. A discussion was held regarding the engineering and construction management required to assist in this project. Formal bids documents will be drawn up by the Authority Engineer. This approval was moved on a motion by F. Vogel; seconded by J. Cardenas. Roll Call: F. Vogel, Aye; J. Cardenas, Aye; M. Moloughney, Aye; G. Schoenrock, Aye. Approved: 4-0-0.

Old Business: None

New Business: October meeting needs to be rescheduled. It was agreed to reschedule to October 10, 2017. Notices will be filed on the Authority website and at Town Hall.

Legal: There is a proposal being considered regarding salary transparency making any salary increase subject to Public Notice. There is also a 4 page report that would need to be completed for each change.

**Report of the Executive Director
July 2017 {August 1, 2017}**

- Change order #1 was issued at the July 10, meeting. 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.
- R&D driver backed into the new north gate on Friday 7/28. They will be responsible for all repair work.
- No further action regarding the status of the possible connection of the USCG Auxiliary building to the SMUA sanitary on Meadowland Parkway.
- The Union met with the Board regarding the grievance filed in April 2017. This grievance was denied. The Board had suggestions to update policy. On July 21, 2017, the Union contacted Authority Counsel and are forwarding that grievance to arbitration.
- 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 25th. No action to date. The NJDEP has issued a major modification regarding the copper limit to be imposed. This would raise the allowable discharge, but the Authority is still seeking a Stay of this parameter.
- The affidavit from the Home News regarding that the audit synopsis was published. I forwarded this to Trenton and received a response that the MUA has complied with the requirements.
- Still working on other start-up projects for the OHSP grant. Some site lighting has been received and installed and the security doors have been installed.
- Installed VFD's on the post aeration blowers. Precision Electric removed the failed blower motor installed a new one. This unit and the VFD's are working well.
- 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. We have collected almost \$59,393.00 for these modifications.

Executive Director explained a miscommunication from the previous meeting regarding amounts for the SCADA project. The clarifications were explained by the Engineer when the Engineer's Report was presented.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY
ENGINEER'S REPORT**

FOR THE MONTH OF JULY 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. (This project narrative has been reduced, reference prior months reports for information) 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#1 and 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. 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. This office will purchase the required utility layers and produce required maps. Recently received information form NJSEA and currently piecing the files together. Requested NJSEA to reformat material sent for compatibility to our software.
- 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.
- 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. 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. Went to site to observe installation, requesting as-builts from contractor.
- PSEG has agreed to install a power monitoring device on our service connection before our transformer to record the power consistency from the utility. A new location was agreed upon and the SMUA is waiting on the installation and monitoring. PSEG was again requested information on July 6, 2017. The equipment was installed and removed, however, the data was not analyzed as of July 7, 2017
- 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

- Requested a manufacturer rep to quote the supply and installation of a VFD to run the existing blowers. 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 prospective on the turn of events. The installer agreed to remove the extra charge from their bill. Project closed with the VFDs running properly.
- 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. The blocks have been moved clear of the entrance.
- 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. Hartz’ attorney replied with comments which were in return replied to by the Executive Director and me.
- 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. A portion of the Hartz system plans were submitted.
- 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. Fee Supplied.
- 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.

- Research the SMUA approval for Wilenta Feed on Henry Street for NJDEP complaint
- Research the sewer main on Meadowlands Parkway for proposed work on the NJDOT maintenance yard under the Rt#3 eastbound bridge.

Beckmeyer Engineering, P.C.
Glenn M. Beckmeyer, P.E.,P.P.,CME
Authority Engineer
August 2, 2017

OPERATIONS REPORT – July 2017
Submitted August 7, 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) Weirs located in the Sludge Thickening Tank were cleaned.
- 3) The stairs located on the north wall of the Primary Clarifiers were painted.
- 4) New rubber was installed on the Sludge Thickening Tank skimmer.
- 5) Three new doors have been installed at Pump Station number two and three.
- 6) New L.E.D. lights are being installed in the Pipe Gallery.
- 7) A new gate and operator was installed at the north entrance of the Plant. The gate was damaged by a Sludge Truck. The repair of the gate has been scheduled.
- 8) The V.F.D. located on Interim pump number two was reinstalled by Koester Inc.
- 9) The feed pump for Strike insecticide failed and was replaced.
- 10) Continued painting the bases of the Trickling Filters.
- 11) Routine maintenance and grounds keeping were performed.
- 12) The Serpentine tank was drained and cleaned.
- 13) Replaced an air hose on the bubbler system located at Pump Station number one.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 1.076 M.G.D.
- 2) All pumps cleaned and maintained on a regular basis.
- 3) Routine maintenance and grounds keeping were performed.
- 4) New hoses and coolant were installed for the emergency generator by Ener-G Rudox Inc.

PUMP STATION # 2 Paterson Plank Road and Turnpike Exit

- 1) The average daily flow was 79,341 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The telephone was repaired by Verizon.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 42,765 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.
- 2) New rollers were installed on the rag basket.

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 23,847 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 1,304 feet of Sanitary Sewer was cleaned.

Respectfully Submitted
Brian A. Beckmeyer Sr.
Superintendent

At 7:29 p.m. a motion was made by F. Vogel; seconded 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 7:43 by G. Schoenrock, second by J. Cardenas to close the Executive Session and reopen the meeting to the public. All in favor 4-0-0.

A motion was made at 7:45 by F. Vogel, second by M. Moloughney to adjourn the meeting. All in favor 4-0-0.