

**FEBRUARY 06, 2018**

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, February 6, 2018 at 7:00 PM in Conference Room, 1100 Koelle Boulevard, Secaucus, New Jersey 07094. The meeting was called to order at 7:00 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
	George Schoenrock	Secretary
	Raymond Spellmeyer	Commissioner

Absent: Mark Moloughney (Excused)

Also Present: John Napolitano, Counsel; Glenn Beckmeyer, Engineer; William Katchen, Accountant; Mary Baumann (Court Reporter, for the Public Hearing); Katherine Acevedo

The minutes of the January 11, 2018 meeting were approved on a motion made by F.Vogel, second by J. Cardenas. All in favor: 4-0-0.

At this time, the Chairman turned over the meeting to Authority Counsel for the Nomination of Officers for 2018 (until the next Reorganization Meeting in February 2019).

Mr. Napolitano called for nominations:

At this time Commissioner George Schoenrock stated he would like to make a motion that the commissioners would keep their current titles.

There being no further nominations, a motion was made by G. Schoenrock, second by F.Vogel to close the nominations and approve the slate as follows:

Fred Vogel	-	Chairman
Jorge Cardenas	-	Vice Chairman
George Schoenrock	-	Secretary
Mark Moloughney	-	Treasurer
Ray Spellmeyer	-	Commissioner

The above nominations were approved unanimously: 4-0-0. Fred Vogel being duly elected as Chairman, took over the meeting agenda.

A Motion was made by F. Vogel, second by Jorge Cardenas to open the Public Hearing for User Fees for tax-exempt properties for 2018. All in favor. 4-0-0.

Testimony was presented by W. Katchen regarding the calculation for these fees. The rate for 2018 is \$3.45/100 cubic feet of water consumption. J. Napolitano asked for public comment. There was none. The 2018 user fee resolution is as follow:

A Motion was made by G. Schoenrock, second by F. Vogel to close the Public Hearing for User Fees and open the Public Hearing for Connection Fees for 2018. All in favor. 4-0-0.

Testimony was presented by W. Katchen regarding the calculation for these fees. The rate for 2018 is \$9768.00/ERU. One Equivalent Residential Unit is 300 gallons. J. Napolitano asked for public comment. There was none.

A motion was made by R. Spellmeyer, second by G. Schoenrock to close the Public Hearing and reopen the Regular Authority meeting. All in favor; 4-0-0.

### **SEE STENOGRAPHER'S MINUTES**

The following resolutions regarding the establishment of fees; connection and user fees for 2018 and are as follows:

The Executive Director presented the following resolutions regarding the connection and user fees. Moved on a motion by F. Vogel; second by J. Cardenas and are as follows:

#### **RESOLUTION 2018-02 ESTABLISHING THE DETERMINING OF A CONNECTION CHARGE FORMULA**

**WHEREAS**, the Secaucus Municipal Utilities Authority (the "SMUA"), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities Authorities Law, N.J.S.A. 40:14B01, et seq., is the owner and operator of the sewage treatment facilities for the Town of Secaucus (the "Town"); and

**WHEREAS**, pursuant to the Service Contract between the SMUA and the Town, dated as of March 1, 1979, as amended and supplemented (the "Service Contract"), the SMUA may charge and collect Service Charges for the connection to and use of said sewage treatment system, where required or permitted pursuant to law; and

**WHEREAS**, at the request of the Town, the SMUA has previously assessed charges for connection to said system; and

**WHEREAS**, Town officials have requested that the schedule of charges of the SMUA for connection to the sewage treatment system be revised at this time to more fairly reflect a fair payment by new users toward the capital cost of said sewage treatment system, in accordance with applicable law and regulations; and

**WHEREAS**, Chapter 526 of the New Jersey Laws of 1985, amending and supplementing the Municipal Utilities Authorities Law, and in particular N.J.S.A. 40:14B-22 (hereinafter referred to as "Chapter 526"), sets forth a basis for computation for a charge for connection to a sewage treatment system so that said system; and

**WHEREAS**, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges or connection charges by an authority shall be the subject of public notice and a public hearing; and

**WHEREAS**, pursuant to statutory notice, the SMUA has held a public hearing and considered the testimony presented at said hearing and made a part of the record thereof; and

**WHEREAS**, the SMUA desires to impose a new schedule of connection charges computed in accordance with Chapter 526, both as to implementation of general formula and specifically for connections made or to be made in the year ending 12/31/18 and each year thereafter.

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

1. There is hereby imposed a one-time charge for any new connection (as defined herein) to the sewage treatment system of the SMUA, or a change in use of an existing property computed in the following manner to represent a fair payment toward the cost of said system, being the same manner set forth in Chapter 526:

“(a) The amount representing all debt service, including but not limited to sinking funds, reserve funds, the principal and interest on bonds, and the amount of any loans and the interest thereon, paid by the municipal authority to defray the capital cost of developing the system as of the end of the immediately preceding fiscal year of the authority shall be added to all capital expenditures made by a municipal authority not funded by a bond ordinance or debt for the development of the system as of the end of the immediately preceding fiscal year of the authority.

(b) Any gifts, contributions or subsidies to the authority received from, and not reimbursed or reimbursable to, any federal, state, county or municipal government or agency or any private person, and that portion of amounts paid to the authority by a public entity under a service agreement or service contract which is not repaid to the public entity by the authority, shall then be subtracted.

(c) The remainder shall be divided by the total number of service units served by the authority at the end of the immediately preceding fiscal year of the authority, and the results then be apportioned to each new connector according to the number of service units attributable to that connector. In attributing service units to each connector the estimated average daily flow of sewage for the connector shall be divided by the average daily flow of sewage from the average single family residence in the authority’s district, to produce the number of service units to be attributed.”

2. The Preliminary Connection Charge for each such connection shall be computed by SMUA at time of the Authority’s approval of the Treatment Works Application or connection application, as follows:

(a) The gallons per unit for the type of facility involved, as shown on Table A attached to this Resolution and made a part hereof, shall be multiplied by the number of the applicable units shown on said table, as certified by the applicant for the Construction Permit; and

(b) The product thereof (being the estimated flow from the facility in gallons per day) shall be divided by 300; and

(c) The quotient thereof (being the number of Equivalent Residential Units (ERUs) or portion thereof for the facility) shall be multiplied by the connection charge then in effect for each ERU.

3. The Preliminary Connection Charge shall be payable as follows:

(a) One half of the Preliminary Charge shall be paid prior to issuance of a construction permit;

(b) One half of the Preliminary Charge shall be paid prior to issuance of a Certificate of Occupancy.

4. The final connection charge shall be based upon the connection fee schedule in effect in the year of the issuance of the Certificate of Occupancy calculated in accordance with Paragraph 2 herein above. Any additional connection charge owed shall be payable prior to issuance of the Certificate of Occupancy.

5. The connection charge per ERU, computed as set forth in this resolution, shall be computed for each calendar year, within a reasonable time after completion of the annual audited financial statement of the SMUA, and the SMUA shall thereupon give the statutory notice and hold the required public hearing to set such charges, with such charges to be in effect retroactive to the beginning of that calendar year.

6. The Connection Charge to be in effect for connections made during the calendar year 2016, shall be set by the SMUA by resolution to be adopted concurrently with this Resolution.

7. For purposes of the charges imposed by and pursuant to this Resolution, new connections to the sewage treatment system shall be deemed to mean and include all connections made to properties and facilities which were not connected to said system on January 4, 2016, and also all changes of use of existing properties which result, based upon the application of the information contained in Table A, in an increased flow from said facility, provided, however, that for such a change of use, a connection charge, computed as hereinabove set forth, shall be applied to only to the extent of the estimated increased flow from said facility.

8. To the extent that any provision of this resolution is determined by any court or legislature to be invalid or unenforceable in whole or part either in a particular case or in all cases, such provision or part thereof is to be deemed surplus. If that occurs, it does not have the effect of rendering any other provision of this resolution invalid or unenforceable. This resolution is to be construed and enforced as if such invalid or unenforceable provision or part thereof were omitted.

9. This Resolution shall take effect immediately.

Estimated Gallons per Day for Various Establishments  
(For Use with Permit Applications)

Table A

TYPE OF ESTABLISHMENT	UNIT USED	GALLONS PER DAY
Residential Dwellings (single family home, duplex units, townhouses, Condominiums, apartments)		
1 bedroom unit	per dwelling	150
2 bedroom unit	per dwelling	225
3 bedroom unit or larger	per dwelling	300
Transit dwelling units		
Hotels	Bedroom	75
Lodging houses & tourist homes	Bedroom	60
Motels & Tourist cabins	Bedroom	60

Boarding houses (max. permitted Occupancy)	Boarder	50
Camps		
Campground/mobile rec. vehicle/tent	Site	200
Children's camps	Bed	50
Labor camps	Bed	40
Campground/mobile rec. vehicle/tent	Site	100
Parked mobile trailer site      Day camps – no meals	Person	15
Restaurants (including washrooms & turnover)		
Average restaurant	Seat	35
Bar/cocktail lounge	Seat	20
Fast Food Restaurant	Seat	15
24 hour service restaurant	Seat	50
Curb service/drive-in restaurant	Car space	50
Clubs		
Residential	Member	75
Nonresidential	Member	35
Racquet club	(per court/hour)	80
Bathhouse with shower	Person	25
Bathhouse without shower	Person	10
Institutions (includes staff)		
Hospitals	Bed	200
Other institutions	Bed	125
Schools (includes staff)		
No Shower or cafeteria	Student	10
With cafeteria	Student	15
With cafeteria & showers	Student	20
With cafeteria, showers & laboratories	Student	25
Boarding	Student	75
Automobile service stations	Per filling position	125
Service bays	per bay	50
Mini-market	Sq.Ft.	0.125
Car Washing	per Car Washed	75
Miscellaneous		
Office Buildings (gross area)	Sq.Ft.	0.1
Stores and shopping centers (gross area)	Sq.Ft.	0.1

Table A Continued

Type of Establishment	Measurement Unit	Gallons/day
Factories/warehouses (add process wastewater)	25 gpd/employee @ 500 SF	0.05/SF
With showers (add process wastewater)	0.06/SF	
Laundromats	Per machine	580
Bowling Alleys	Per alley	

Picnic Parks (restrooms only)	Person	10
Picnic Parks with showers	Person	15
Fairgrounds (based on avg. attendance)	Person	5
Assembly halls	Seat	5
Airports (based on passenger use)	Passenger	3
Churches (worship area only)	Seat	5
Theater (indoor)	Seat	3
Dinner theater	Seat	20
Catering/Banquet Hall	Person	20
Sports stadium	Seat	3
Visitor center	Visitor	5
Data Centers	0.3 gpd/kW of IT Load	
	1 employee/9,250 SF of Data Center @25gpd/employee (no showers)	
	1 customer/4,625 SF of Data Center @ 5 gpd/customer	

**RESOLUTION 2018-02A DETERMINING CONNECTION CHARGES FOR  
CONNECTIONS MADE OR TO BE MADE IN 2018**

**WHEREAS**, the Secaucus Municipal Utilities Authority (the “SMUA”), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities Authority’s Law, N.J.S.A.40:14B-1, et seq., is the owner and operator of sewage treatment facilities for the Town of Secaucus (the “Town”); and

**WHEREAS**, Chapters 118 and 526 of the New Jersey Laws of 1985, amending and supplementing the Municipal Utilities Authorities Law, and in particular N.J.S.A 40:14B-22 and 23 (hereinafter referred to as “Chapters 118 and 526”), sets forth a basis for computation of a charge for connection to a sewage treatment system so that said charges may represent a fair payment towards the cost of said system; and

**WHEREAS**, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges and/or connection charges by an authority shall be the subject of public notice and a public hearing; and

**WHEREAS**, a proper statutory notice given on December 14, 2017 under hand of Brian Bigler, Executive Director of the Secaucus Municipal Utilities Authority, pursuant to which notice the Secaucus Municipal Utilities Authority is holding the instant public hearing to consider relevant testimony to be presented and to be made a part of the record thereof; and

**WHEREAS**, the Secaucus Municipal Utilities Authority intends to utilize the Connection Fee Formula and the “Gallons per unit” Table used on previous years to determine a Connection Charge based on historical data from 1996 and earlier, said Formula and Table to be as set forth in and attached to this Resolution, in accordance with Chapter 526; and

**WHEREAS**, the Secaucus Municipal Utilities Authority desires to set the specific connection charge per Equivalent Residential Unit for connection made or to be made in the calendar year 2018.

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

1. Subject to Secaucus Municipal Utilities Authority's response to relevant testimony presented at the instant meeting, the connection charge per Equivalent Residential Unit (ERU) for connection to the sewage treatment system of the Secaucus Municipal Utilities Authority made and to be made during the calendar year 2018 is hereby set at \$9,768.00 per ERU.
2. The basis for computation of said charge is set forth on the attached Formula, "Gallons per Unit" table, related Calculation Sheet.
3. This Resolution shall take effect immediately.

ANNUAL CALCULATION OF CONNECTION CHARGE  
 JANUARY 2016  
 FOR CALENDER YEAR 2018

I.	<u>Property, Plant &amp; Equipment, Year End =</u>	59,245,175
A.	Prior Years' Adjustments (-)	(5,347,251)
A.1	Current Year's Adjustments (+) (-)	
B.	SMUA Direct Investment, if any (+)	
C.	Net Property Plant & Equipment	53,897,924
II.	<u>Construction Fund Balance, Year End =</u>	
D.	Prior Years' Adjustments (-)	
E.	Cumulative Const. Fund Interest (-)	
F.	Net Construction Fund	
III.	<u>Priors Years' Adjustments</u>	
G.	(Bond Discounts & Funds ) (+)	1,775,098
H.	Latest Year Bond Discounts & Funds (+)	
I.	Total Bond Discounts & Funds	
IV.	<u>Prior Years' Debt Issued = (-)</u>	(42,305,251)
J.	Latest Year's Debt Issued (-) 2013 NJEIT Loan 2010\2013 NJEIT Loan funds due to be received (+)	
K.		(42,305,251)
K.	Total Debt Issued (-)	
V.	<u>Prior Years' Grants Received = (-)</u>	(9,880,624)
L.	Latest Year's Grants Received (-)	
M.	Total Grants Received (-)	(9,880,624)
>>>>	Total SMUA Net Investment<<<<	3,487,147
N.	(C+F+I-K-M)	
VI.	<u>Cumulative Debt Service</u>	
O.	Prior Cumulative Debt Service (+)	
P.	Latest Year Debt Service Payments (+)	682,746
Q.	Total Cumulative Debt Service (+)	81,191,242
R.	Total Recoverable Costs (N+Q)	84,678,389
VII.	<u>Equivalent Residential Units</u>	
S.	Latest Year Average Flow (GPD)	2,600,500
T.	Divided by: Flow per ERU (GPD)	300

U.	Estimated ERU's (S/T)	8,668
VIII.	<u>Calculation of Connection Charge</u>	
V.	Total Recoverable Costs (R)	
W.	Connection Charge per ERU (R/U)	9,768

**RESOLUTION 2018-02B DETERMINING USER CHARGE FORMULA FOR PROPERTIES EXEMPT FROM AD VALOREM TAXES AND USER CHARGE TO BE IN EFFECT FOR 2018**

**WHEREAS**, the Secaucus Municipal Utilities Authority (the "SMUA"), a public body corporate and politic and a political subdivision of the State of New Jersey existing under and by virtue of the Municipal Utilities authorities Law, N.J.S.A. 40:14B-1, et seq., is the owner and operator of the wastewater treatment facilities for the Town of Secaucus (the "Town"); and

**WHEREAS**, pursuant to the Service Contract between the SMUA and the Town, dated as of March 1, 1979, as amended and supplemented (the "Service Contract"), the SMUA may charge and collect Service Charges for the connection to and use of said sewage treatment system, where required or pursuant to law, and the same, to the extent collected, shall be a credit against the Annual Service Charges otherwise payable by the Town to the SMUA under the Service Contract; and

**WHEREAS**, to pay the Annual service Charges to the SMUA required by the Service Contract, the Town has applied revenues from ad valorem taxes on property in the Town to said purposes; and

**WHEREAS**, Town officials have requested that the SMUA continue to refrain from assessing direct user charges for the use of its system, except with respect to properties exempt from ad valorem taxes, so that said properties shall bear a fair share of the cost of the use of said system, in accordance with applicable law and regulations; and

**WHEREAS**, applicable regulations of the United States Environmental Protection Agency require that, where user charges for sewage treatment system built in whole or in part with Federal funds are derived through imposition of ad valorem taxes, provision be made for imposing similarly calculated charges for the use of said system on properties exempt from such taxes; and

**WHEREAS**, N.J.S.A. 40:14B-22 and 40:14B-23 provide that the imposition of user charges or connection charges by an authority shall be the subject of public notice and a public hearing; and

**WHEREAS**, the SMUA desires to implement the statutory procedure for imposition of user charges to properties exempt from ad valorem property taxes, both as to implementation of a general formula and specifically for such use during 2018.

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

1. There is hereby imposed a User Charge for the use of the sewage treatment system of the SMUA by any property which is exempt from ad valorem property taxes, in whole or in part, which User Charge shall be computed by drawing from the annual audited financial statements of the SMUA for the preceding year the total amount expended or set aside by the SMUA in said year for the following purposes, being the basis for computation of Annual Service Charges pursuant to the Service Contract:



“(a) operating, maintenance and administrative expenses of the Authority.  
(b)Debt service requirements on ...any obligations of the Authority (whether bonds, bond anticipation bonds, or notes)...  
(c)Other payments of amounts (including amounts necessary to meet the Authority’s rate covenant contained in Section 6.01 of the Trust Agreement and amounts required to be paid by the Authority to any bond issuer, or issuer of a surety bond to secure a Debt Service Reserve Fund) required by the terms of any bond resolution adopted by the Authority pursuant to resolution adopted by the Authority under which any of the obligations described in part (b)...are issued, provided, however, that no more than 1/5 of the amount due to any reserve fund established under the Trust Reserve Fund and amounts required to be insured, or issuer of a surety bond to secure a Debt Service Reserve Fund, shall be included in the Annual Service Charge in each year.” And by dividing said amount, by the total amount of treated sewage flow to the sewage treatment facility for the preceding year, determined and certified in writing by the Consulting Engineer to the SMUA and expressed in “Billing Units” as hereinafter defined.

2. The resulting charge per Billing Unit shall be multiplied by the total water consumption for each property. Said charges shall be estimated and billed to the property owner by the SMUA annually, and may be adjusted annually at the option of the property owner or of the SMUA, based on relevant and cogent proof of actual water consumption.

3. The SMUA may require relevant and cogent proof of water consumption by submission of water bills, and in the absence of submission of same may charge and collect such charges as it may deem reasonable, based on the flow determined in accordance with Table A (attached), whichever shall produce the greater charge.

4. The user charge for 2018 for properties exempt for ad valorem taxes, or paying reduced amounts of such taxes by reason of the abatement thereof, shall be as follows:

- Operating maintenance and administration  
Expense 2016
- Debt Service and payments to the Reserve for  
Repair and Replacement Fund for 2016
- Total flow in units of 100 cubic feet
- User charge per 100 cubic feet of water consumption

5. The user charge shall be revised annually, as soon as may be practicable after the necessary figures are made available by the auditors and engineers to the Authority.

6. The user charge for 2018 shall be \$3.45/100 cubic feet of water consumption.

The above Resolutions on approved on a motion by: F. Vogel; seconded by: Jorge Cardenas.

This Consent Agenda is as follows:

**RESOLUTION 2018-02C**  
**REGARDING OFFICIAL DEPOSITORIES**

**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 is required by law to designate those New Jersey institutions which will be depositories of its funds for the ensuing year.

**NOW, THEREFORE, BE IT RESOLVED** that the Authority designate US Bank and TD Bank of New Jersey as its official depositories, and Executive Director, Brian Bigler to act as agent for the Authority;

**BE IT FURTHER RESOLVED**, that the Authority designates the following signatories with respect to accounts of such depositories:

1. US Bank: Fred Vogel, Jorge Cardenas; George Schoenrock
2. TD Bank Fred Vogel, Jorge Cardenas; George Schoenrock

**RESOLUTION 2018-02D**  
**REGARDING PROFESSIONAL ORGANIZATIONS**

**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 has previously participated in educational seminars and programs offered under the auspices of such professional organizations as the Association of Environmental Authorities; the New Jersey Water Environmental Association; the Water Environment Federation; the New Jersey Utility Authorities Joint Insurance Fund; etc.; and

**WHEREAS**, the taxpayers of Secaucus have benefited by the Authority’s participation in such professional programs by way of reduced insurance rates; enhanced safety programs resulting in reductions in lost time accidents; stricter regulatory compliance resulting in reduced permit fees; joint water quality studies reducing the Authority’s cost for the same to a small fraction of what they would otherwise would have been, etc.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority is authorized to continue its participation in the Association of Environmental Authorities, the New Jersey Water Environmental Association, the Harbor Discharge Group; the New Jersey Utilities Authorities Joint Insurance Fund; and similar such professional organizations which reduce costs to Secaucus taxpayers by way of various shared services, educational programs and peer review.

**BE IT FURTHER RESOLVED**, that the Authority hereby authorizes and encourages the participation of its Commissioners, staff and employees in appropriate programs offered by such organizations.

**RESOLUTION 2018-02E**  
**REGARDING OFFICIAL NEWSPAPERS**

**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**, N.J.S.A. 10:4-8 requires that the Authority designate a newspaper to receive public notices that has the greatest likelihood of informing the public within the Authority’s service area of meetings.

**NOW, THEREFORE, BE IT RESOLVED**, that the Authority designates the Jersey Journal as its official newspaper to receive public notices and The Star Ledger as secondary.

**RESOLUTION 2018-02F**  
**REGARDING NJUA-JIF FUND COMMISSIONER**

**WHEREAS**, the Secaucus Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund (“The Fund”); and

**WHEREAS**, by virtue of the conditions of membership contained in the by-laws of The Fund, the Secaucus Municipal Utilities Authority must appoint a Fund Commissioner and an Alternate.

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

- 1) That Brian Bigler is hereby appointed as Fund Commissioner, for the period of February 6, 2018 through to the February 2019 reorganization meeting.
- 2) That Brian Beckmeyer is hereby appointed as Alternate.

**RESOLUTION 2018-02G**  
**REGARDING NJUA-JIF SAFETY DELEGATE**

**WHEREAS**, the Secaucus Municipal Utilities Authority is a member of the New Jersey Utility Authorities Joint Insurance Fund (“The Fund”); and

**WHEREAS**, by virtue of the conditions of membership contained in the by-laws of The Fund, the Secaucus Municipal Utilities Authority must appoint a Safety Delegate to work with the Fund’s Safety Services.

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

- 1) That Brian Beckmeyer is hereby appointed as the Authority's Safety Delegate, for the period of February 6, 2018 through to the February 2019 reorganization meeting.
- 2) That Joseph Marchese is hereby appointed as Alternate.

**RESOLUTION 2018-02H DESIGNATING BRIAN BIGLER AUTHORIZED  
REPRESENTATIVE OF THE AUTHORITY**

**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 recognizes the need to designate an authorized representative of the Authority to approve and certify various documents which pertain to the execution of ordinary Authority business, such as the approval of permits and applications to the NJDEP, the transfer of Authority funds and the execution of contractors approved by the resolution of the Board, and the direction of work performed by the various firms doing business with the Authority.

**NOW, THEREFORE BE IT RESOLVED** that BRIAN BIGLER, Executive Director, is designated as the authorized representative of the Authority for the purposes herein stated.

**RESOLUTION 2018-02I  
REGARDING INDEMNIFICATION OF AUTHORITY MEMBERS AND EMPLOYEES**

**WHEREAS**, the Secaucus Municipal Utilities Authority (hereinafter "Authority") is a public body, duly formed under the Sewerage Authorities Laws, constituting Chapter 138 of the Laws of New Jersey of 1946, as amended (Chapter 14A of Title 40 of the New Jersey Statutes Annotated) and possesses the powers set forth therein; and

**WHEREAS**, the affairs of the Authority may, from time to time, result in litigation by or against the Authority; and

**WHEREAS**, parties opposing the Authority in litigation may file claims as part of the litigation against past, present or future members of the Authority and/or employees of the Authority having managerial responsibilities; and

**WHEREAS**, the potential for such claims may discourage qualified, civic-minded persons from serving as a member of the Authority or from accepting employment from the Authority in any capacity involving managerial responsibility; and

**WHEREAS**, it is in the best interest of the Authority to encourage qualified, civic-minded persons to accept or continue membership on the Authority and to accept employment from the Authority in capacities involving managerial responsibilities without fear of risk from claims regarding their good-faith performance of the duties of a member of the Authority or their good faith performance as such

employees of the Authority; and

**NOW, THEREFORE, BE IT RESOLVED** by the Authority that the indemnification and defense of its past, present and future members and/or employees having managerial responsibilities shall be provided in accordance with the following terms and provisions:

The Authority shall defend and indemnify any past, present or future member of the Authority and/or past, present or future employees having managerial responsibilities (hereinafter jointly and severally referred to as the "Official") for claims arising from an act or omission of such Official within the scope of the performance of such individual's duties as an Authority member or employee. Except as may be hereinafter provided, the defense and indemnification shall be with respect to all civil actions and with respect to all regulatory and administrative proceedings regardless of the nature of the regulatory or administrative proceeding. The defense and indemnification shall not encompass any criminal actions brought by or on behalf of the State of New Jersey or the United States of America. An Official shall not be entitled to a defense or indemnification from the Authority unless:

(a) Promptly and in no event later than fifteen calendar days after the time the Official is served with the summons, complaint, process, notice or pleading, the Official delivers the original or an exact copy to the Authority and requests that the Authority provide the defense, unless counsel for the Authority has already accepted service on behalf of the Official.

(b) The Official cooperates in the preparation and presentation of the defense with the legal counsel approved or selected by the Authority to defend the case. In determining whether to approve counsel, the Authority shall consider such factors as may be relevant, including but not limited to the need for the use of counsel other than the Authority's general or special counsel, the extent to which counsel may duplicate work of or need to obtain knowledge already possessed by other counsel, and the fees and rates of counsel.

(c) The Official agrees that the Authority and its counsel shall have the exclusive control over the handling of the action, including but not limited to decisions regarding tactics, strategy, settlement, appeal and the timing thereof. The Official may, however, appeal any adverse determination against him or her with the prosecution of any such appeal and the costs and fees thereof to be borne at that time by such Official unless the Authority agrees at that time to provide for such appeal; provided, however, that the costs and fees of any such appeal if the appeal is successful will be finally borne by the Authority or the official as may be determined by the court at the conclusion of the action if the parties fail to agree among themselves with respect thereto.

The foregoing right of indemnification shall not be exclusive of any other rights to which any such Official may be entitled as a matter of law or which may be lawfully granted to such Official; and the right to indemnification hereby granted by this Authority shall be in addition to and not in restriction or limitation of any other privilege or power which this Authority may lawfully exercise with respect to the indemnification or reimbursement of an Authority member and/or employee; except that in no event shall an Authority member and/or employee receive compensation in excess of the full amount of a claim.

Defense of any Official in an action, suit or proceeding shall be furnished by this Authority through its counsel or such other counsel as approved by the Authority in advance of final determination of such action, suit or proceeding as authorized by the governing body of this Authority in a specific case and shall include the prosecution of appeals upon the terms and provisions set forth herein.

Outside the scope of coverage of this Indemnification provision is conduct resulting in the payment by the Authority of punitive damages or exemplary damages or damages arising from the commission of a criminal offense by such an individual, as well as when the act or omission which caused the damages was the result of actual fraud, actual malice, willful misconduct or an intention wrong of such individual, or in the event of a claim against such an individual by the Authority. In the event that the claim asserted against the Official is one which is for or may relate to any conduct which may fall outside the scope of coverage under this Indemnification provision, the defense of the Official shall be furnished only upon receipt of a written agreement by or on behalf of such Official, as approved by legal

counsel to the Authority, to repay such amount in the event of an ultimate determination that the conduct of the Official was such as to fall outside the scope of coverage under this Indemnification provision. The Authority may, in its sole discretion, require the Official to furnish suitable security for the agreement of the Official to repay such amount. The initial decision as to whether the conduct in question may fall outside the scope of coverage of this Indemnification provision shall be made by the Authority in consultation with its legal counsel. The final decision as to whether the conduct in question falls within the scope of coverage of this Indemnification provision shall be made by judicial determination only after the final conclusion of all actions, proceedings and appeals and only if the Authority and the affected Official fail to agree with respect thereto.

In the event of a conflict of interest between the Authority and the Official to be defended which precludes the defense of the Official by the counsel representing the Authority as determined by the Authority in consultation with its counsel, the counsel representing the Authority shall not represent the Official and separate counsel approved by the Authority shall be retained for the Official.

**RESOLUTION 2018-02J**  
**REGARDING APPOINTMENT OF PACO OFFICER**

**WHEREAS**, the Commissioners of the Secaucus Municipal Utilities Authority wants to appoint a Public Agency Compliance Officer as required by the Department of Treasury, Affirmative Action Office.

**NOW, THEREFORE, BE IT RESOLVED**, that Laurie Purcell is hereby appointed the Public Agency Compliance Officer for the SMUA with regard to Affirmative Action matters to begin February 6, 2018 until the next reorganization meeting in February 2019.

**BE IT FURTHER RESOLVED**, that a copy of this resolution designating the appointee be sent to the Affirmative Action Office of the Department of Treasury.

**RESOLUTION 2018-02K**  
**AUTHORIZING CONTRACT FOR ACCOUNTING SERVICES**

**WHEREAS**, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional accounting services; and

**WHEREAS**, the Authority had advertised for, and accepted proposals for accounting services; and

**WHEREAS**, a contract has been negotiated by the Authority with the firm of William Katchen, to provide professional accounting services; and

**WHEREAS**, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

**WHEREAS**, there is sufficient funding for this purpose.

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

1. That the contract with William Katchen be and is hereby approved from February 6, 2018 commencing and continuing until December 31, 2018.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of accounting.
3. Amount of contract not to exceed \$25,000.00.

4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).

5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to William Katchen.

**BE IT FURTHER RESOLVED** that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

**RESOLUTION 2018-02L**  
**AUTHORIZING CONTRACT FOR AUDITING SERVICES**

**WHEREAS**, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional auditing services; and

**WHEREAS**, the Authority had advertised for, and accepted proposals for Auditing Services; and

**WHEREAS**, a contract has been negotiated by the Authority with the firm of Ferrailoli, Weilkotz, Cerullo & Cuva to provide professional auditing services; and

**WHEREAS**, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

**WHEREAS**, there is sufficient funding for this purpose.

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

1. That the contract with Ferrailoli, Weilkotz, Cerullo & Cuva be and is hereby approved this February 6, 2018 meeting of the Authority, to audit calendar year 2017.

2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of auditor.

3. Amount of contract not to exceed \$17,500.00.

4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).

5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to Ferrailoli, Weilkotz, Cerullo & Cuva.

**BE IT FURTHER RESOLVED** that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5.

**RESOLUTION 2018-02M**  
**AUTHORIZING CONTRACT FOR GENERAL COUNSEL SERVICES**

**WHEREAS**, the Secaucus Municipal Utilities Authority (“Authority”) has to retain a general counsel; and

**WHEREAS**, the Authority had advertised for and accepted proposals for the services of General Counsel; and

**WHEREAS**, a contract has been negotiated by the Authority with John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs, to provide general counsel services; and

**WHEREAS**, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

**WHEREAS**, there is sufficient funding for this purpose.

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

1. That the contract with John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs be and is hereby approved from February 6, 2018 commencing and continuing until December 31, 2018.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contract Law because the services are to be performed by persons authorized to practice the recognized profession of law.
3. Amount of contract not to exceed \$ 46,800.00. {Plus \$185/hour for work outside of scope}
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to John Napolitano of the firm Cleary, Giacobbe, Alfieri, and Jacobs.

**BE IT FURTHER RESOLVED** that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

**RESOLUTION 2018-02N**  
**AUTHORIZING CONTRACT FOR BOND COUNSEL**

**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 had advertised for, and accepted proposals for Bond Counsel; and

**WHEREAS**, N.J.S.A. 40:14B-18 empowers the Authority to appoint professional employees, including bond counsel; and

**WHEREAS**, the Authority wishes to appoint bond counsel from February 6, 2018 commencing and continuing until December 31, 2018.

**NOW THEREFORE BE IT RESOLVED** that the Authority hereby appoints the firm of McManimon, Scotland & Baumann as its Bond Counsel for a term commencing forthwith and terminating December 31, 2018. Fees and reimbursement to the Bond Counsel shall be in the amount of \$45,000.00 plus \$1.10/\$1,000.00 of bond issue. Additional bonds pursuant to a supplemental bond resolution \$35,000.00 plus \$1.10/\$1,000.00 of issue. Letters of credit additional \$25,000.00.

**BE IT FURTHER RESOLVED** that the Authority and Special Counsel shall enter into a contract for legal services as provided by the Local Public Contracts Law, that Notice thereof be published pursuant to



N.J.S.A. 40A:11-5(1)(a)(1) and that a copy of this Resolution and such contract be on file and available for public inspection at the offices of the Authority.

**BE IT FURTHER RESOLVED** that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5.

**RESOLUTION 2018-020**  
**AUTHORIZING CONTRACT FOR ENGINEERING SERVICES**

**WHEREAS**, the Secaucus Municipal Utilities Authority (“Authority”) has a need for professional engineering services; and

**WHEREAS**, The Authority had advertised for and accepted proposals for engineering services; and

**WHEREAS**, a contract has been negotiated by the Authority with the firm of Beckmeyer Engineering, to provide professional engineering services; and

**WHEREAS**, said contract may be awarded without public bidding, as professional services in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1); and

**WHEREAS**, there is sufficient funding for this purpose.

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

1. That the contract with Beckmeyer Engineering be and is hereby approved from February 6, 2018 and continuing until December 31, 2018.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of engineering.
3. The amount of this contract shall not exceed \$68,750.00
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to Beckmeyer Engineering.

**BE IT FURTHER RESOLVED** that this contract is awarded pursuant to a Fair and Open Process in accordance with N.J.S.A. 19:44A-20.5

**RESOLUTION 2018-02-P**  
**SECAUCUS MUNICIPAL UTILITIES AUTHORITY**  
**Hudson County, New Jersey**  
**Authorizing Agreement for Professional Services**  
**To Paulus Sokolowski and Sartor, 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**, the Authority wishes to retain a firm to provide environmental engineering services; and

**WHEREAS**, Paulus Sokolowski and Sartor, LLC (“PS&S”) is willing to provide these services set forth in its proposal in an amount not to exceed \$42,530.00; and

**WHEREAS**, the Authority wishes to retain PS&S to perform these services; and

**WHEREAS**, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-5) exempts the award of contracts for professional services from the requirements of public advertising and bidding; and

**WHEREAS**, the Authority wishes to ratify any actions taken in furtherance of this resolution; and

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

1. That the contract with Paulus, Sokolowski and Sartor, LLC Engineering be and is hereby approved from February 6, 2018 and continuing until December 31, 2018.
2. This contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contracts Law because the services are to be performed by persons authorized to practice the recognized profession of engineering.
3. The amount of this contract shall not exceed \$42,530.00
4. That notice of this contract award be published by the Authority in accordance with the provisions of N.J.S.A. 40A:11-5(1).
5. That one (1) certified copy of this resolution and a fully executed contract be forwarded to Paulus, Sokolowski and Sartor, LLC.

**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 2018-02-Q**  
**APPROVING A SAFETY AWARENESS DAY**

**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 Staff of the Authority has completed another full year without a time loss accident; and

**WHEREAS**, the Authority facilities are manned twenty-four hours per day, three hundred and sixty-five days per year equating a total number of days without a time loss accident of 7,587 {2,529 days x 3shifts/day}; and

**WHEREAS**, the Board Members wish to commend the accomplishment of this zero time loss accidents reported achievement.

**NOW, THEREFORE BE IT RESOLVED**, that each full time member of the Authority staff who has worked the full year of 2017 (or at a minimum, 85% of scheduled workdays if on State Disability) shall be entitled to a Safety Awareness Day. This day will be taken at the employees request provided that a seven day written notice has been received, reviewed and approved by Management.

**BE IT FURTHER RESOLVED** that this commendation of a Safety Awareness Day is presented at the discretion of the Authority Board Members and is not to be considered a mandatory obligation.

**RESOLUTION 2018-02R AUTHORIZING CONTRACT FOR WEBMASTERS AND**  
**WEB HOSTING SERVICES**

**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 has a need for Webmaster and Website Hosting services; and

**WHEREAS**, the Authority has received a proposal from GovSites for \$1,200.00 per year to be paid at the monthly rate of \$100.00 per month; and

**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** that the Members of the Secaucus Municipal Utilities Authority hereby award a contract for Webmaster and Website Hosting Services to GovSites payable in the amount of \$1,200.00 per year for a monthly rate of \$100.00, for a period of one year.

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

**BE IT FURTHER RESOLVED** to all previous actions taken furtherance to this resolution are hereby approved and ratified.

Date: February 6, 2018

**RESOLUTION 2018-02S AUTHORIZING THE AUTHORITY TO BECOME A  
MEMBER OF THE NORTH JERSEY WASTEWATER COOPERATIVE PRICING  
SYSTEM**

**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 desires to become a member of the North Jersey Wastewater Cooperative Pricing System (“NJWCPS”), effective February 6, 2018 and, that such membership shall be for the period ending November 24, 2019 and, each renewal, thereafter of the system, unless Authority elects to formally withdraw from the system.

**NOW THEREFORE BE IT RESOLVED** by the members of the board of the Secaucus Municipal Utilities Authority 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: February 6, 2018

**RESOLUTION 2018-02T AUTHORIZING THE NEGOTIATION OF A CONTRACT  
FOR A SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) COMPUTER  
SYSTEM**

**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 has advertised for a supervisory control and data acquisition computer system (“SCADA”); and

**WHEREAS**, the Authority has twice advertised for bids and received no bids in response to its advertisements; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5 the Authority may negotiate a contract where on two (2) occasions no bids were received.

**NOW THEREFORE, BE IT RESOLVED** that the Authority adopts the foregoing recitals; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized and directed to negotiate a contract for SCADA in accordance with N.J.S.A. 40A:11-5.

Dated: February 6, 2018

The Consent Agenda was approved by roll call vote. R. Spellmeyer Aye; J. Cardenas Aye; G. Schoenrock Aye; F. Vogel Aye; Approved 4-0-0.

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

Voucher List as follows:



**Voucher List for Meeting of February 06, 2018**

Prepared: 01/25/18

NUMBER2	COMPANY	MONEY	PO#	REASON
1	AEA	3,700.00	2018-043	Annual Membership Dues for 2018
2	Alpha Dog	150.00	2018-019	Monthly Maintenance & Hosting Fee:01/18
3	Automatic Suppression	1,603.00	2018-064	Annual Testing and Smoke Sensor & Base 1
4	Beckmeyer Engineering	4,035.00	2018-028	Engineering Services:11/23/17 12/21/2017
5	Beckmeyer Engineering	16,369.56	2018-029	Approved Work Outside the Contract
6	Bellaqua	113.50	2018-024	Water
7	BioTriad Environmental, Inc.	431.22	2017-790	Wet Well Degreaser
8	Cleary, Giacobbe, Alfieri	3,877.00	2018-062	Legal Services: 12/01/17 to 12/31/17
9	Cleary, Giacobbe, Alfieri	166.50	2018-063	Legal Services: Litigation 12/29/17
10	Comcast	181.05	2018-023	Internet Services: 01/02/18 to 02/01/18
11	Electric Motor Wholesale	157.48	2018-041	Motor Saver
12	Emerald Pro Stat	254.95	2018-010	3 Boxes X- Large Latex Gloves

13	Eurofins	248.40	2018-021	Analytical Services:Effluent 11/16/17
14	Eurofins	28.00	2018-022	Analytical Services:Distilled Water 12/7/17
15	Eurofins	269.90	2018-051	Analytical Services:Effluent 24 hr Composite
16	Eurofins	43.00	2018-058	Distilled water: 1/11/18
17	FedEx	10.39	2018-053	Packages
18	Fisher Scientific	976.99	2017-797	Lab Supplies
19	Fisher Scientific	632.92	2018-005	Lab Supplies
20	Fisher Scientific	497.97	2018-018	Lab Supplies
21	Florio & Kenny LLP	141.40	2018-060	Legal Services: 11/0617
22	Florio & Kenny LLP	1,513.00	2018-059	Legal Services: 8/30,9/19-21,9/25/17
23	Grainger	35.73	2017-807	Hose Clamps
24	Grainger	513.34	2017-642	24" Pipe Plug
25	Grainger	67.80	2017-781	Cleaning Clothes
26	Home Depot	19.97	2017-806	Air Filter
27	Home Depot	12.02	2017-798	Parts to install First Aid Kit
28	Home Depot	44.63	2017-782	Tarps & Bungee Cords
29	Home Depot	19.84	2018-011	Hammer & Clips
30	Home Depot	23.94	2018-030	Glass Cleaner
31	Jersey Journal	60.06	2017-778	Legal Ad: 12/14/17
32	Miller Energy	4,070.00	2017-760	Raco Alarm System & Enclosure For Excha
33	Miracle Chemical	1,331.25	2017-803	Sodium Bisulfite
34	Municipal Capital Finance	164.77	2018-017	Copier Lease: Payment# 55
35	National Water Main	6,774.60	2017-687	Labor & Materials to Vaccum Wet Well at PS
36	One Call Concepts	6.25	2018-026	Markouts:(5)
37	PS&S	4,958.73	2018-027	Professional Services: MISC Admin 12/31/17
38	PSE&G	33,344.98	2018-066	Power Nov. & Dec. 2017
39	PVSC	11,664.00	2018-069	Sludge Disposal: 12/16/17 to 01/15/18
40	Persistent Construction	4,391.25	2018-052	2017 SMUA Emergency Repair Schopman D
41	Pumping Services	16,496.90	2017-800	Service & Parts to Repair Pump#1 at Main P
42	R&D Trucking	6,710.00	2018-065	Sludge Removal: 12/01/17 to 12/29/17
43	Rapid Pump & Meter	798.00	2017-507	Labor & Materials to Repair Safety Gate at
44	Shred-it	120.00	2018-008	Document Shredding
45	Shred-it	100.00	2018-036	Document Shredding
46	Spectraserv	3,956.00	2018-061	Monthly Container Charge:Dec.2017
47	Staples	62.88	2018-002	Office Supplies
48	Staples	39.77	2018-006	Office Supplies
49	Star Ledger	252.75	2018-056	Legal Ad: Rebid
50	State of NJ	33,274.07	2018-056	Hospitalization: Active Employees:01/18
51	State of NJ	1,363.26	2018-057	Hospitalization: Retiree Employees: 02/18
52	State of NJ- PERS	174,809.75	2018-025	Annual Employers Appropriation
53	Suez Water NJ	1,354.09	2018-015	Water 11/17/17 to 12/16/17
54	Suez Water NJ	1,130.54	2018-049	Water 12/16/17 to 01/16/18
55	Town of Secaucus	1,630.48	2018-050	Dental Reimbursement: Feb. 2018
56	Verizon	258.76	2018-047	Telephones 12/19/17 to 01/18/18

57	Verizon Wireless	222.88	2018-046	Telephones: 12/13/17 to 01/12/18
58	WEF	107.00	2018-020	Membership Renewal: L. Smentkowski
59	WEF	107.00	2018-054	Membership Renewal: S. Bronowich
60	WEX Bank (Sunoco)	477.74	2018-016	Fuel: Dec. 2017
<b>TOTAL:</b>		346,176.26		

The Executive Director responded to inquiries regarding item #35 on the voucher list.

The voucher list was then approved by Roll Call vote: R. Spellmeyer Aye; J. Cardenas Aye; G. Schoenrock Aye; F. Vogel Aye; 4-0-0.

**New Business:** HVAC Pumps being installed on the boilers at the main plant. Staff had gotten a quote of \$6,500.00 from our contractor. Chief of Operations contacted DPW and they will provide labor at no charge and the pumps will be purchased by SMUA at a cost of \$2,400.

Looking into getting all of the collection system files and prints digitized; currently obtaining costs.

The Authority will also receive the Governors Safety Award for no time loss accidents.

**Old Business:** None

**Legal:** to be discussed in executive session.

**Report of the Executive Director  
January 2018 {submitted January 30, 2018}**

- Authority Engineer continues working with the contractor to complete the installation of the dual fuel assembly for the emergency generator. Continued working with the Regulatory Engineers to prepare new permitting and air stack testing.
- The Authority continues to monitor the sewers in low lying areas for cleaning & inspection.
- The Final NJPDES Permit has been received. The Authority has formally requested an adjudicatory hearing. Nothing further to report at this time.
- Work has progressed on several change-in-use requests for connection into the Authority collection system. One applicant has challenged the fee and Counsel will address this matter with that applicant's Counsel.

- Xchange hired a contractor to monitor present flow from this project. The Authority has been named as insured. The contractor has determined that the initial site would not produce optimum results and is proposing to install meters at three separate locations.
- DCA had some minor inquiries regarding the Introduced 2018 budget. The Authority Budget has since been adopted and approved by the DCA.
- Have not received an answer from the USEPA regarding our response to the compliance inspection report.
- Met with representatives of PSEG regarding energy supply to the Koelle Blvd. facility and results of monitoring that took place twice over this past summer. We were informed that the data that they had on the monitoring devices was lost. When we informed them that there hasn't been much of an issue since the summer, we were informed that if there were any interruptions of power to contact PSEG as soon as possible.
- Contracts for all of the procurement bids have been executed along with the RMC contract.
- There were no bidders on the SCADA project, so this was re-bid in late December. Again, there were no bidders so the Authority now has the ability to negotiate a contract for these services. We have meetings set for January with two firms. Took a trip with the engineers to Wallkill, NY to review their installation of a SCADA system. On site visits to the Secaucus facilities were scheduled for Wednesday 1/24/2018. Acceptance of proposal dates have been pushed back to 2/15/2018
- RFP's have been received for all professional services awards and will be presented for review prior to the February meeting.

**SECAUCUS MUNICIPAL UTILITIES AUTHORITY  
ENGINEERS REPORT JANUARY 2018**

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 piping has been completed and the two new regulators have been installed and pressure tested. The system has been turned on by PSEG. We are waiting for the technician from the manufacturer to arrive to balance the system for operation.
- 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 from NJSEA and currently piecing the files together. Requested NJSEA to reformat material sent for compatibility to our software. Putting the files together on the Service Maps. Checking on proper manhole and pipe run locations. Work is continuing on map preparation. Received as-built Cad files on Exchange Place from McCutcheon surveyors and are incorporating them into maps.

- 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-built plans from contractor. As-built plans will be submitted by the contractor when surveyor performs final project as-built.
- 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 the SCADA project plans and specifications Continued the work on the specifications for this project. Bid documents will be ready for public advertisement and public pick-up on November 3, 2017 with a pre-bid meeting to be held on November 8, 2017. Bids will be publically opened on November 28, 2017. No bidders submitted. Therefore, the SMUA will need to re-advertise again for a bid opening in December for awarding at the January meeting. No one bid on the rebid, therefore, by NJ State law, the SMUA is allowed to negotiate a contract with a contractor. We have started the process with two contractors. We have meet with both and will be receiving their proposals on February 15, 2018 at 10 am. We also traveled to Wallkill NY WWTP to look at a similar SCADA installation there.
- The SMUA has received a change of use at the old Cinelli recycling facility on Secaucus Rd. by Hudson County Motors. Requested additional drawings to review for change of flow charge. Site visit and spoke with an owner. The owner will be sending more information on oil/water separator and existing and proposed use areas. The owner just submitted the requested information, review to follow. The engineer's review was completed and distributed to the applicant. The applicant is challenging the increase flow connection costs.
- Reviewed Koelle Blvd. Pump Station Panel "Motor Saver Module" for the possible replacement, upgrade or removal of same.
- Reviewed and Approved a Connection Application for 200 Meadowlands Parkway, a 7,000 sq.ft. – 18 bed Kidney Dialysis Clinic and 333 Meadowlands Parkway, 1,296 sq.ft. retail/warehouse/distribution facility.

**Beckmeyer Engineering, P.C.**  
**Glenn M. Beckmeyer, P.E.,P.P.,CME**  
**Authority Engineer**  
**January 29, 2018**

**OPERATIONS REPORT – January 2018**  
**Submitted February 6, 2018**

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 2.3400 MGD. Maximum daily flow was 4.0531 M.G.; the estimated total flow for the month was 71.6508 MG.
- 2) Pump one located in Pump Station number one was reinstalled and is back in service.
- 3) The motor saver located in Pump Station number three pump panel was replaced. Extra motor savers were purchased.
- 4) The Authority Electrician is rebuilding the Sludge Blower control panel located in the Sludge Building.
- 5) Air Group Inc. was on site to reset the Plant Boilers.
- 6) The Plants Emergency generator was tested.
- 7) A new rag Auger was ordered for the rag compactor located in the Grit Building.
- 8) The Plant bypass pumps were tested.
- 9) Routine maintenance and grounds keeping were performed.
- 10) The Serpentine tank was drained and cleaned.
- 11) New hydraulic hoses were installed for the six inch pump located at the Serpentine Tank. A new six inch discharge hose was also installed.

PUMP STATION # 1 Village Place

- 1) The average daily flow was 0.921 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 72,095 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 33,823 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) The hinges to the Wet Well access hatch have been replaced.

PUMP STATION # 5 Wilroy – Secaucus Road

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

PUMP STATION # 6 Castle Road

- 1) The average daily flow was 16,087 G.P.D.
- 2) Routine Maintenance and grounds keeping were performed.

PUMP STATION #7 - Exchange Junction

- 1) Routine maintenance was performed.
- 2) The Raco remote alarm system has been installed and we are awaiting Verizon to designate a new number to the Unit.

COLLECTION SYSTEM: The Authority assisted the D.P.W. in cleaning various catch basins. Approximately 4415 feet of Sanitary Sewer was cleaned.

Respectfully Submitted  
Brian A. Beckmeyer Sr.  
Superintendent

**Operating Notes:** B. Beckmeyer stated the Secaucus MUA was in compliance for the month.

A motion was made at 7:30 pm by R. Spellmeyer, seconded by F. Vogel to close the public portion of the meeting and enter into Executive Session. All in favor.

**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
- 2) 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 8:20 PM by R. Spellmeyer, seconded by F. Vogel to close the executive session and re-open the public portion of the meeting. All in favor: 4-0-0.

A motion was made to adjourn the meeting at 8:25 by F. Vogel; seconded by J. Cardenas. All in Favor: 4-0-0.

