

May 01, 2018

Minutes of a meeting of the Secaucus Municipal Utilities Authority held on Tuesday, May 01, 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 Vice Chairman Jorge Cardenas.

Pledge of Allegiance/Salute to the Flag
The Open Public Meetings Act was read.

Roll Call: Jorge Cardenas Vice Chairman
 George Schoenrock Secretary
 Raymond Spellmeyer Commissioner

Note: Chairman Vogel – Excused; Commissioner Moloughney - Excused

Also present: Adam Abramson Esq.; Glenn Beckmeyer (Beckmeyer Engineering); Laurie Purcell

The minutes of the April 3, 2018 meeting were approved on a motion made by R. Spellmeyer, second by G. Schoenrock. All in favor: 3-0-0.

Voucher List was moved on a motion made by J Cardenas, seconded by R. Spellmeyer.

Voucher List as follows

Voucher List for Meeting of May 01, 2018
Prepared: 04/25/18

NUMBER	COMPANY	MONEY	PO#	REASON
1	Atlantic Tomorrows Office	295.33	2018-2 20	Copy Kit Fee: 1/1/18 to 3/31/18
2	Beckmeyer Engineering	6,250.00	2018-2 38	Engineering Services: April 2018
3	Bellaqua	131.35	2018-2 19	Water

4	Brian Bigler	30.00	2018-2 36	Reimbursement for Notary Renewal
5	Clean Waters Inc.	1,593.00	2018-1 63	Polymer for Wet Well
6	Cleary, Giacobbe, Alfieri	3,033.10	2018-2 30	Litigation: Through March 31, 2018
7	Comcast	181.05	2018-2 03	Internet Services: 04/02/18 to 05/01/18
8	Constellation NewEnergy	2,985.37	2018-2 05	Power Remote Stations: 01/30/18 to 02/28/18
9	Constellation NewEnergy	3,123.60	2018-2 14	Power Remote Stations: 03/01/18 to 03/29/18
10	Emerald Pro Stat	325.95	2018-2 12	3 Boxes X- L Grip Gloves
11	Eurofins	43.00	2018-2 21	Analytical Services: Distilled Water 3/14/18
12	Eurofins	199.50	2018-2 22	Analytical Services: Effluent Grab 3/15/18
13	Eurofins	43.00	2018-2 41	Analytical Services: Distilled Water 4/4/18
14	Eurofins	756.85	2018-2 44	Analytical Services: Semi-Annual Effluent 24 3/15/18
15	Eurofins	678.35	2018-2 43	Analytical Services: Annual Sludge Composite 3/15/18
16	Eurofins	248.40	2018-2 49	Analytical Services: Effluent 24 Composite 4/05/18
17	FedEx	28.34	2018-2 29	Packages
18	Ferguson Enterprises Inc.	10.28	2018-2 16	Light Pole Brackets
19	Florio Kenny Raval LLP	918.00	2018-2 39	Legal Services: 1/15/18 and 1/17/18
20	Florio Kenny Raval LLP	85.00	2018-2 51	Special Legal Services: 3/29/18
21	GLEC	66.91	2018-2 50	NJHDG Consulting: 2/18 to 3/18
22	Grainger	67.12	2018-2 09	Pipe Connecters
23	Hach	202.36	2018-2 27	Lab Supplies

24	Home Depot	27.93	2018-1 88	Windex, Pine Sol
25	Jersey Journal	137.06	2018-2 18	Legal Ads: 3/28/28
26	Miracle Chemical	1,244.25	2018-2 00	Sodium Bisulfite
27	Miracle Chemical	1,795.50	2018-1 83	Sodium Hypochlorite
28	Miracle Chemical	1,663.20	2018-2 13	Sodium Hypochlorite
29	Municipal Capital Finance	164.77	2018-1 91	Copier Lease: Payment# 58
30	Nassor Electric	256.01	2018-2 23	Heater Element & Overload Relay
31	New Jersey Door Works	68.64	2018-1 77	Reflectors for Electric Gate Main Plant
32	Olympic Glove	79.95	2018-1 53	Service To Calibrate Gas Meter
33	One Call Concepts	12.50	2018-2 17	Mark outs:(10)
34	PSE&G	19,867.31	2018-2 04	Power: Feb.2018
35	PSE&G	1,259.75	2018-2 55	Power: March 2018
36	Pitney Bowes	254.97	2018-2 10	Annual Supply of Red Ink for Postage Meter
37	Pumping Services	14,668.00	2018-0 39	Impellers & Insert Rings for PS#1 Pumps
38	SHI International	474.93	2018-1 96	Wireless Access Point for Main Plant
39	Spectraserv	3,900.00	2018-2 53	Monthly Container Charge: Grit/ Screenings 3/18
40	Spectraserv	4,488.40	2018-2 52	Sludge Removal: 3/02/18 to 3/30/18
41	Staples	24.95	2018-1 92	Office Supplies
42	State of NJ	33,274.07	2018-2 24	Hospitalization: Active Employees:04/18
43	State of NJ	1,363.26	2018-2 25	Hospitalization: Retiree Employees: 05/18

44	Suez Water NJ	1,870.52	2018-2 55	Water 03/16/18 to 04/16/18
45	Town of Secaucus	1,630.48	2018-2 34	Dental Reimbursement: May 2018
46	Union Auto Parts	122.95	2018-2 15	4 Cases of Motor Oil
47	Verizon	270.24	2018-2 06	Telephones 03/19/18 to 04/18/18
48	Verizon Wireless	255.19	2018-2 46	Telephones: 03/13/18 to 04/12/18
49	W.B. Mason	219.99	2018-2 08	Office Chair
50	William Katchen	6,250.00	2018-2 37	Accounting Services: July to Sept. 2017 3rd QTR
51	Win Can LLC	1,500.00	2018-2 42	Annual Support for Camera Truck
52	WEX Bank (Sunoco)	785.65	2018-21 1	Fuel: March 2018
TOTAL:		119,226. 33		

Vice Chairman Cardenas questioned item 37, the Executive Director explained that was for pump repair, and, we are in the process of getting replacement pumps.

The voucher list was then approved by Roll Call vote: J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 3-0-0.

New Business: None

Old Business: None

Legal: to be discussed in Executive Session.

Report of the Executive Director

Report of the Executive Director

April 2018 {submitted April 24, 2018}

- The contractor for the dual-fuel system has re-scheduled start-up for April 11, 2018. Start-up occurred on the above date but there were some issues regarding subcontractors that need to be addressed.
- 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. A challenge to this fee was discussed at last month's meeting. Met with Counsel and assisted in drafting an answer to the original claim.
- Xchange contractor has removed the flow meters. The Authority is awaiting the final report.
- Met with two contractors regarding the SCADA project and received a proposal from both of the firms. Engineer is continuing to negotiate to get the best option and cost for the Authority. No further action to report.
- Forwarded executed contract to PVSC to become a member of their Purchasing Cooperative. Received approval and awaiting their executed copy. Placed order for the pumps.
- Reported two sanitary sewer overflows at Harmon Cove to the NJDEP. They have scheduled an inspection for April 6, 2018. Had NJDEP inspection and am awaiting a report. The case manager indicated that this privately-owned collection requires a licensed operator.
- Continued working with the auditors and accountant working on the 2017 year ends and audit.
- Fined Toscana cheese for clean-up at PS#2 caused by their process. Additionally putting together a notice of violation for excursions of pH values.

The Executive Director noted that he met with the Construction Department regarding developers tying into the sanitary and sewer lines. He noted that the lateral connection are causing issues. This needs to be changed to house to main street, we will need to include this in our Sewer Use Regulations.

The Executive Director introduced a motion to obtain an Employee Assistance Program due to the fact that the Authority had previously utilized the Town's contractor. The Town no longer has an EAP. A quote was presented from Employee Consulting Associates and a motion for approval was made by G. Schoenrock, seconded by J. Cardenas.

Roll Call vote: J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 3-0-0.

The Executive Director noted that there is a significant increase in flow to the Turnpike pump station and we need to conduct a flow monitoring program to find where this extra flow is coming from. He reported that historical flows from this station were recorded at 50,000-60,000

gpd. The past few months flows were routinely reported at over 100,000 gpd. A motion was made by R. Spellmeyer, seconded by J. Cardenas.

Roll Call vote: J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 3-0-0.

The Executive Director also noted that we will need to do sewer repair work on Minnie Place. He stated that we should go to bid for this work to get a more competitive pricing and this is not an emergency repair. We need to address now before the Town repaves the street. A motion to go to bid was made by G. Schoenrock, seconded by R. Spellmeyer.

Roll Call vote: J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 3-0-0.

**Secaucus Municipal Utilities Authority
Engineer's Report
April 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. Start up occurred and the system operated. The contractor still needs to return to install a new circuit board for the panel and a new low volt power transformer. A punch list is being developed and the contractor will need to complete the punch list to close out the project.
- 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. Additional information is required from the Seaview PS to the area of the Water Tower. A portion of this area was revised during the addition of the TP exit project. Plans are being updated when new or revised information is received.
- 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. This item will be removed after this month report.
- 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 met 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. Negotiations were started and costs were delivered. Questions and clarifications are being sought from the Contractors concerning their proposals. We are constantly looking for new contractors whom may want to bid this project.
- 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. Checking for redundancies within the systems
- 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. This item will be removed after this month report.
- Reviewed and Approved a Connection Application for 700 Plaza Drive, a 1,833 sq.ft. – 35 seat Pizza Restaurant. This item will be removed after this month report.
- Produced the new 2018 COAH flow data report.
- Checking on the specifications for approving a bid for 2 new check valves at the Henry Street Pump Station.
- Started plans and specifications for the replacement of certain sections of the Minnie Place sanitary sewer, on the north and south section from Pandolfi Ct. to go out for public bid. This is to repair the sewer before the Town paves the road this August.
- Started researching for the replacement of the Odor Control Panels
- Started researching the possible cause of excessive foam in the Sludge Holding Tank.

Beckmeyer Engineering, P.C.
 Glenn M. Beckmeyer, P.E., P.P., CME
 Authority Engineer
 April 25, 2018

The Engineer added that the testing was done on the Dual Fuel Generator and issues were found with the electric transformer and a video card. Both of the issues were addressed, however, it is still not working properly. We are not accepting until operation is at 100%. The Executive Director added that the remaining balance due will not be remitted until this occurs.

OPERATIONS REPORT – April 2018
Submitted May 1, 2018

KOELLE BOULEVARD FACILITY

- 1) The estimated average daily flow for the month was 3.3163 MGD. Maximum daily flow was 6.9547 M.G.; the estimated total flow for the month was 98.3853 MG.
- 2) The Air Compressor was replaced on the level controller bubbler system located in Pump Station number two.
- 3) The N.J.D.E.P. conducted a Laboratory audit. A response to the audit is being prepared.
- 4) Yearly inspections on the Plants overhead cranes were conducted by the Maxim Company.
- 5) The Emergency Generator was run and tested.
- 6) Site lighting was repaired on the catwalk of the west Secondary Clarifier.
- 7) A new rag Auger was ordered for the rag compactor located in the Grit Building. We are awaiting delivery.
- 8) The Authority Electrician replaced relay in the Odor Control Panel. The Electrician recommended replacing the panel as he believes the panel is a safety hazard.
- 9) Routine maintenance and grounds keeping were performed.
- 10) The Serpentine tank was drained and cleaned.
- 11) The initial startup was performed for the Dual Fuel Generator.
- 12) The D.P.W. patched the driveways to the plant with asphalt.
- 13) The H.V.A.C. ductwork located in the Administration Building was cleaned by Corvelli Air Duct Services.
- 14) A new rain awning was installed over the Interim Pump Control Panels. The Secaucus D.P.W. completed the installation.
- 15) The Sludge Collector drive motor located in the west end of Primary Clarifier number three has failed.(bearings).We are awaiting a quote for replacement of the motor.
- 16) A sludge foaming problem has started to occur in the Sludge Holding tank. The air diffuser located in the Sludge Holding tank should be inspected. To accomplish the inspection the Tank needs to be drained.
- 17) All air headers leading to the Sludge Holding Tank diffusers were cleaned.

PUMP STATION # 1 Village Place

- 1) The estimated average daily flow was 1.167 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 estimated average daily flow was 78,499 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The wet well was cleaned of grease with the use of the Authorities Jet Truck.
- 4) The Level Control Bubbler System was clogged with grease. The system was Cleaned and repaired.

PUMP STATION # 3 Henry Street

- 1) The average daily flow was 51,884 G.P.D.
- 2) Routine maintenance and grounds keeping were performed.
- 3) The Authority is seeking to install new check valves at the station. Quotes for replacement have been received.

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 were performed.

PUMP STATION # 6 Castle Road

- 1) The average daily flow was 15,655 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 jetted and cleaned approximately 5,735 feet of sanitary sewer, also assisted the Secaucus Department of Public Works in cleaning various catch basins.

Respectfully Submitted

Brian A. Beckmeyer Sr.
Superintendent

The Superintendent noted that a draft response to the NJ DEP lab inspection was given to the Executive Director May 1, 2018. He also noted that we have passed our Lab Proficiency Testing. Commissioner Schoenrock inquired how often this testing was done, the Superintendent responded that the testing is done monthly.

A motion was made at 7:24 p.m. by J. Cardenas, seconded by R. Spellmeyer to close the public portion of the meeting and enter into Executive Session. Roll Call vote: J. Cardenas, Aye; R. Spellmeyer, Aye; G. Schoenrock, Aye; 3-0-0.

RESOLUTION TO ENTER INTO EXECUTIVE SESSION

BE IT RESOLVED by the Board of Commissioners of the Secaucus Municipal Utilities Authority that the Board shall immediately hereinafter continue its meeting in executive session in accordance with the New Jersey Sunshine Law.

The purpose of this Executive Session is

- 1) To discuss Legal Matters
- 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.

All in favor: 3-0-0.

A motion was made at 7:46 p.m. by R. Spellmeyer, seconded by J. Cardenas to close the executive session and re-open the public portion of the meeting. All in favor: 3-0-0.

A motion was made to adjourn the meeting at 4:47 p.m. by G. Schoenrock ; seconded by R. Spellmeyer. All in Favor: 3-0-0.