

RESOLUTION AUTHORIZING MEETING MINUTES OF NOVEMBER 16, 2017

MOTIONED BY:

SECONDED BY:

WHEREAS, the North Hudson Sewerage Authority (hereinafter "Authority") is a public body, duly formed under the Sewerage Authorities law, 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, a regular meeting of the Authority was held on November 16, 2017; and

WHEREAS, minutes of the meeting have been prepared by General Counsel and presented to the Authority members and staff for their review.

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby approves the minutes of the meeting of November 16, 2017 for the record.

DATED: DECEMBER 14, 2017

RECORD OF COMMISSIONERS' VOTE

	YES	NO	ABSENT
Commissioner Assadourian			
Commissioner Kappock			
Commissioner Marotta			
Commissioner Gardiner			
Commissioner Friedrich			
Commissioner Sanchez			
Commissioner Velazquez			
Commissioner Roque			
Commissioner Zucconi			

THIS IS TO CERTIFY THAT THIS RESOLUTION WAS DULY ADOPTED BY THE NORTH HUDSON BOARD OF COMMISSIONERS ON DECEMBER 14, 2017.

SECRETARY

NORTH HUDSON SEWERAGE AUTHORITY

MINUTES OF REGULAR MEETING

NOVEMBER 16, 2017

At approximately 6:37 p.m, Chairman Brian Kappock called the meeting to order. In addition to Chairman Kappock, Commissioners Gardiner, Sanchez, Assadourian, Roque, Velasquez and Zucconi were in attendance with Commissioners Friedrich and Marotta participating by telephone.

Counsel Leanza advised the Commissioners that this was a regularly scheduled meeting of the Authority and notice thereof had been given pursuant to the Open Public Meetings Act. He also noted that all nine Commissioners were present so that any and all appropriate action could be taken at the meeting.

The Commissioners considered Resolution 17-088 authorizing the minutes of the October 19, 2017 meeting. On motion by Commissioner Velasquez, seconded by Commissioner Assadourian, the Resolution was unanimously adopted.

Chairman Kappock asked next Dr. Wolff to present the consent agenda so that the Commissioners participating telephonically would be free to attend to their prior commitments.

- A. Resolution 17-089 authorizing the payment of bills. Dr. Wolff noted that for the first time on the bill list the Commissioners would see Alliant Insurance Services Company. Our long term insurance broker Anthony Tambora has transferred to Alliant and the Authority will later appoint him as he has been for the past year, our broker of record, with the new firm. Included in the billing is insurance renewal in the amount of \$289,619.10 which is up \$10,000 from last year because we added new assets to cover, including the H5 pump station. There is a total of \$1.3 million dollars from the operating fund; \$1.3 million dollars in the capital fund; an emergency expenditure of \$2,170.00 and connection revenues of \$9,182.00.
- B. Resolution 17-090 for miscellaneous repairs. The work this month includes seven (7) collapsed catch basins in Hoboken, two (2) collapsed catch basins in Union City and two (2) collapsed basins in West New York for an estimated total of \$57,500.00.
- C. Resolution 17-091 regarding a sewer connection at Hackensack Plank Road in Weehawken for a sixty unit residential building with an effluent of 9,925 gallons per day for a connection fee of \$298,000.00 all previously approved by the Facilities Review Board.

- D. Resolution 17-092 sewer connection application for Port Imperial Building C in Weehawken. This is a 453 unit eleven (11) story building estimated to generate 75,615 gallons per day to our system resulting a \$2,200,000 connection fee. This connection was also approved by the Facilities Review Board.
- E. Resolution 17-093 authorizing an extension of the Executive Director's employment contract. This extends the current contract to January 31, 2023 with the following changes:
1. There is a base pay increase to \$215,000.00. This is the first increase in four years;
 2. Eligibility for the standard Authority annual merit increase program;
 3. Removal all of the annuity pension benefit to the Executive Director after two years.

All other items in the contract remain the same and the same was approved by the Finance Committee.

- F. Resolution 17-094 final work directive to Hall Associates. As Commissioners may recall the Authority joined the consortium of sewerage authorities to contest a series of EPA rule interpretations as were included in the Authority's permit. This is our last payment of \$6,000 to the firm representing the Authorities and it is hoped that a final judgment will be reached by the Supreme Court of the United States December of this year. This engagement was approved by the Finance Committee.
- G. Resolution 17-095 submission of first budget version of budget to the State. This is the first draft of the budget to be sent to the State. Once State comments are obtained the budget will be resubmitted to the Commissioners for its approval. Some of the final highlights are on the conservative side. The budget is very conservative expecting a 1.5 % decline in consumption and revenue from connection fees that should be easily attained. On the expense side the administrative costs are only up 1.13% due primarily to an increase in Trustees fees necessary under our bonding resolutions. Plant operations are up 2.75% due to cost of living increases in our contract with OMI and the expected increase in the Jersey City Sewerage Authority rates for that portions of our service area in which flow passes through Jersey City. Staff costs are up 6.79% due to staff merit increases as well as pension costs increases.

Most noteworthy is that debt service is down 5.1% due to the Authority's strategic effort to pay down the variable rate and the fees debt.

The budget also envisions a fully funded capital program of \$15 million dollars for the next year as well as a continuous of the defeasance program including a \$2 million dollar payment of variable debt eliminating another portion of the same. It is also anticipated that \$3.8 million dollars will be added to the rate stabilization fund.

It should be noted that the budget anticipates a zero rate increase and a one dollar per quarter increase in the facilities charge from \$15 to \$16 per quarter. The budget was approved by the Finance Committee.

- H. Resolution 17-096 naming Anthony Tambora and his new company, Alliant Insurance Services as the Authority's official broker of record.

Again Mr. Tambora did the renewal for us this year with resulted in essentially a flat year over year cost for insurance with additional assets added to the policies.

Commissioner Gardiner wanted to reiterate his support for the Executive Director and stated that his renewed contract was well deserved. It was noted by Commissioner Gardiner that the Executive Director took a reduced salary upon being hired because of the then existing political climate. Mr. Gardiner emphasized his feeling that the Executive Director was doing an excellent job especially in light of the reduction in debt and the other goals and achievements of the Authority.

Chairman Kappock noted that the Finance Committee went through much discussion with regard to the excellent work done by Dr. Wolff and looked into the other pay scales of similarly situated executives and concluded that the Executive Director well deserved the amendments contained in the contract and that contrary to many of the other contracts he had seen, this is a straight forward agreement with no surprises for the Authority.

On Motion by Commissioner Assadourian, seconded by Commissioner Gardiner the consent agenda was unanimously adopted.

At approximately 6:52 p.m. Commissioner Marrota signed off from his telephonic participation in the meeting.

Chairman Kappock next asked for engineer reports.

CH2M

Bill McMillin reported as follows:

1. With regard to the Adams wastewater treatment plant Phase III PURAC upgrades, CH2M continued to progress towards finalizing the design, preparing bid documents, and assisting the Authority in the funding and bidding processes. The dissolved air

floatation system supplier and under drain supplier submitted their signed and sealed drawings for incorporation into the final design. A set of contract documents with the final design that will be submitted to the NJEIT for its review has been prepared. CH2M retained a new laboratory for testing concrete cores that were taken from the existing cells for a structural integrity test, and testing has been initiated. A draft request for proposals for services during construction was prepared for the Authority to advertise.

2. With regard to the combined sewer overflow projects, CH2M continued as program manager for development of the CSO long term control plan. CH2M continued working with OMI in coordinating compliance with scheduled CSO related submissions in the Authority's permits, public notifications, and public participation. CH2M is tracking the status of sewer condition assessments projects being conducted by Mott MacDonald. CH2M is overseeing characterization work on the H1-H5 characterization and drainage planning project, the H6/H7 CSO long term control project, the Adams Street Wastewater treatment plant, Weehawken/Union City characterization project and the River Road wastewater treatment plant characterization project. CH2M attended a New Jersey CSO group meeting on October 16, 2017 and submitted a quarterly long term control plan progress report to the NJDEP on October 26, 2017.
3. With respect to the combined sewer overflow water quality sampling, CH2M is finalizing a technical memorandum reporting on the sample activities and findings.
4. With regard to the Weehawken and Union City combined sewer characterization for the Adams Street wastewater treatment plant in support of the long term control project, CH2M continued work on the sewer system inventory, service area analysis, collection system modeling and identifying sensitive areas.
5. With regard to the H6/H7 CSO long term control project, work was primarily focused on completing land survey work and progressing the development of conceptual alignments for collection system modifications including new storm sewers. The project team attended a progress meeting for the City of Hoboken's northwest resiliency park for the Authority.
6. With regard to the H1-H5 combined sewer system characterization and drainage planning for the Adams Street wastewater treatment plant in support of the LTCP, CH2M continued the characterization phase of the project with work on the sewer system inventory, service area analysis, collection system modeling and identifying sensitive areas.

Engineer Pocci noted that on November 30th, he will attend the meeting with Don Congers regarding the City of Hoboken's resiliency plan and on November 27th they will meet with the Hoboken design team for it's Northwest Park project.

MOTT MACDONALD

Kevin Wynn reported as follows:

1. With regard to the collection system characterization study, work has been completed in Weehawken, and work has been started in Northwest Hoboken. Only punch list items remain in Weehawken, West New York and Union City.
2. With regard to the West New York leak detection program, a meeting was held with Suez Water on November 2, 2017 and some additional areas of potential leakage were agreed to as between the parties.
3. With regard to the W1234 CSO solids and floatables facilities, the contractor has completed installing the western and southern walls of the cofferdam and they are currently working on the western wall of the structure.
4. With regard to the 2017 collection system improvements, the contractor has completed the work in West New York and will be performing some work in Union City including Broadway and 48th Street as well as 40th Street.
5. With regard to the Hamilton Avenue sewer improvements, the Authority has decided to replace approximately 40 linear feet of collapsed sewer and to line an additional 700 linear feet of sewer. The replacement of the collapsed section of sewer will require the relocation of a small section of water main that is being coordinated with Suez Water. The lining work is expected to be completed this week.
6. With regard to the Park Avenue siphon improvements, the project is in the close out phase.
7. With regard to the River Road wastewater treatment plant collection system characterization, Mott MacDonald was working on hydraulic modeling for the tributary area to the River Road wastewater treatment plant in support of the Authority's long term control plan and such work is nearing completion.
8. With regard to the H-5 Madison Avenue drainage improvements, Mott MacDonald is currently working on the plans and specifications for the replacement of the combined sewer from 9th Street to 11th Street and has just completed soil borings.

Commissioner Friedrich inquired as to what caused the Hamilton Avenue collapse.

Engineer Pocci replied that it is nothing more than old age. The facilities having been there for generations.

Chairman Kappock then inquired how is the project doing.

Mr. Wynn replied that right now we are being held up for the relocation of the Suez Water main but that the project should be completed within the next couple of weeks.

Commissioner Gardiner inquired are we going past the date where repaving can be done with respect to the Park Avenue siphon repair project.

Mr. Wynn replied that yes and that it would only be temporarily paved over until a final job could be completed in the spring in warmer weather.

GREELEY & HANSEN

Michael Hope reported as follows:

1. The Authority had finally received permits from the City of Hoboken so that the new temporary switchgear could be energized and the Authority was in the process of installing a temporary backup emergency generator.
2. With regard to the PURAC Phase I, Greeley & Hansen is working to negotiate with the contractor as to completion of the job as well as various change orders relating to lost time some of which may be on the fault of the contractor. In any event there are approximately only three weeks left on the job.

OMI

Don Conger of OMI reported as follows:

1. With respect to the Adam Street wastewater treatment plant, the facility met all permit requirements for the previous month. BOD and TSS removal percentages were 91% each with permit requirements with 85%. Thirty day effluent concentration was 15.5 mg/L of BOD and 16.2 mg/L of TSS with permit requirements of 30 mg/L. The average daily flow was eleven million two hundred thirty thousand gallons with 540,000 gallons of sludge hauled.

The monthly average geometric mean for fecal coliform was met, the maximum seven day geometric mean average was also met as well as the monthly average for chlorine residual.

It was noted that trickling filter no. 2 was offline for maintenance. The Authority has

three trickling filters and normally requires two to be online at the same time so that maintenance can be performed on the third. It was also noted that there were some repairs done to some of the PURAC under drains as well as removal of sand in the preliminary settling tanks.

2. With respect to the River Road facility, it too had met all permit parameters for the previous month. The thirty day average percent removal of CBOD was 91% and of TSS was at 89% with 85% permit requirements. With regard to the thirty day average effluent concentrations, 14 mg/L had been attained for CBOD and 16 mg/L for TSS with permit requirements of 25 mg/L and 30 mg/L respectively. The average daily flow at the West New York plant was eight million ninety thousand gallons per day with 329,500 gallons of sludge hauled.

The monthly geometric mean for fecal coliform was 52.6 cfu with a permit limit of 200 cfu and a high weekly geometric mean average of 91.8 cfu, with a permit limit of 400 cfu. The monthly average for geometric mean was also met.

The River Road plant had suffered a power outage which required the replacement of several check valves. Next month it is anticipated that a trickling filter clutches will be replaced and there will also be extensive maintenance at the primary clarifiers.

3. With respect to the collection systems, all regulators, pumps, etc. were working properly.

Thirty (30) service calls were made in October with 8,339 linear feet of sewer main cleaning, 35 catch basins cleaned, and 30 cubic yards of debris removed.

Dr. Wolff next briefed the Commissioners on the Authority's fat oil and grease program noting that the same was a long term problem for the Authority now precipitated by stricter regulations with regard to our combined sewer overflow problems. He noted it was in municipalities jurisdiction to regulate the grease accumulations from restaurants but that the cities lacked the expertise as well as manpower to follow up on the same.

He noted that the Authority has just completed an extensive model ordinance which it hoped to have adopted by the various municipalities wherein the Authority would use its expertise to monitor both grease traps and storm water detention systems and have violations of same prosecuted through the municipal courts with the Authority personnel providing the necessary inspections and technical expertise. In return for this new authority and jurisdiction, the cities would each receive \$2,000,000.00 each over the next five years. It appears that all of the mayors have agreed to the same and that Weehawken and West New York will be the first municipalities to adopt the same. It was noted that Union City was well along the way with its local legislation which would only require minor variations.

Commissioner Gardiner noted that we will get a good pay back on the two million dollars paid because it will lessen the Authority's need for maintenance and repairs caused by the FOG issues as well as making sure that the storm water drainage provisions that we make our users incorporate are actually working in practice in the field.

Dr. Wolff also noted that Grant Rite is proceeding on investigating a green infrastructure two million dollar grant on which 75% would be without interest and 25% at the NJEIT interest rate.

At approximately 7:35 p.m. on motion by Commissioner Assadourian, seconded by Commissioner Roque, it was unanimously resolved to adjourn the meeting.