

RESOLUTION AUTHORIZING MEETING MINUTES OF JANUARY 18, 2018**MOTIONED BY:** Velazquez**SECONDED BY:** Friedrich

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 January 18, 2018; 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 January 18, 2018 for the record.

DATED: FEBRUARY 15, 2018**RECORD OF COMMISSIONERS' VOTE**

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

THIS IS TO CERTIFY THAT THIS RESOLUTION WAS DULY ADOPTED BY THE NORTH HUDSON BOARD OF COMMISSIONERS ON FEBRUARY 15, 2018.



ASST. SECRETARY

NORTH HUDSON SEWERAGE AUTHORITY

MINUTES OF REGULAR MEETING

JANUARY 18, 2018

At approximately 6:30 p.m, Chairman Brian Kappock called the meeting to order.

Counsel Leanza noted that this was a regularly scheduled meeting of the Authority and therefore notice thereof had been disseminated pursuant to the Open Public Meetings Act.

Chairman Kappock directed Counsel Leanza to call the roll and it was noted that Commissioners Gardiner, Sanchez, Zucconi, Velasquez and Friedrich were in attendance in addition to Chairman Kappock, with Commissioners Marotta, Assadourian and Roque participating by telephone. Counsel Leanza noted that there were nine members present so that affirmative action could be taken at this meeting.

Chairman Kappock next asked to dispense with the agenda order so that the Commissioners participating by telephone could vote on the consent agenda as quickly as possible. The Chairman asked Executive Director Wolff to review the resolutions to be considered by the Commissioners.

Dr. Wolff explained the following:

- A. Resolution 17-108 regarding authorization of the minutes of December 14, 2017.
- B. Resolution 17-109 constituting the bill list for this month comprised of a \$2.9 million dollar expenditure for the operating fund, \$1.05 million dollar expenditure for the capital fund and \$2,700.00 relating to connection fees.
- C. Resolution 17-110 regarding for miscellaneous repairs consisting of three collapsed manholes in Union City and one collapsed catch basin in West New York for estimated amount of \$20,000.00.
- D. Resolution 17-111 authorizing a professional services contract for auditing services to Garbarini & Co. in the amount of \$42,000.00 for the audit and \$5,000.00 for the secondary market disclosure. Noting that Garbarini & Co. a long time auditor of the Authority was the only responder to this solicitation.
- E. Resolution 17-112 authorizing a professional services contract for bond counsel services to Waters McPherson McNeill in an amount of \$15,000.00 retainer with each bond and/or note to be authorized separately. Again it was noted that this firm whose constituent members include John Capissi and Jack Kraft was the long term bond counsel for the Authority and the only responder to this solicitation.

- F. Resolution 17-113 authorizing a professional services contract for grant management services to Grant Rite Management in the amount of \$60,000.00. Again it was noted that this was the only responder to the solicitation. The former grant manager for the Authority whose past services have been very, very successful.
- G. Resolution 17-114 authorizing a professional services contract for financial advisor to NW Financial in the amount of \$50,000.00. It was noted that there were two responses to this solicitation and that Lamont Financial, the other responder, was being considered in the future for a special financial advisor to the Authority.
- H. Resolution 17-115 authorizing a professional services contract for rate consultants to Amawalk Consultant Group in the amount of \$75,000.00 noting that Amawalk was the only responder to the solicitation and has had served as the Authority's rate consultant.
- I. Resolution 17-116 authorizing a professional services contract for general counsel to Leanza, Agrapidis & Maroules for an annual amount of \$172,000.00 consisting of an monthly retainer of \$14,333.33. Again this firm was the only responder to the solicitation and has been the Authority's long time general counsel.
- J. Resolution 17-117 authorizing a professional services contract for accounting services to Donohue, Gironda, Doria & Tomkins in an amount of \$100,000.00. Again this being the only responder and the firm being a long term accountant for the Authority.
- K. Resolution 17-118 authorizing a contract for professional services for on call engineers. Dr. Wolff noted that each year the Authority pre-qualifies engineering firms who can bid on projects during the course of that year.

Four firms were pre-qualified this year. Greeley and Hansen, ACOM, CH2 and Gannet Fleming. These professional services contracts approvals were consented to by the Facilities Review Board.

- 12. Resolution 17-119 making the annual cost of living adjustment for the OMI contract. These changes are contractually required as an adjustment based upon the Bureau of Labor Statistics in the Department of Labor consumer price index this year. This year's increase was 2.35% which increases the budget by that percentage to \$9.45 million dollars from \$9.23 million dollars and was primarily approved by the Finance Committee.
- 13. Resolution 17-120 Adams Street Treatment Plant improvements for PURAC III. This awards a contract to AWC, a Canadian firm. The contract is for \$2.99 million

dollars which is identical to \$3 million dollar engineers estimates. Five firms were deemed qualified for this award but only AWC submitted a final bid and this resolution was primarily approved by the Facilities Review Board.

14. Resolution 17-121 final approval of the budget for fiscal year ending in 2019. Dr. Wolff noted that this budget has been submitted to the State and approved by it and includes a zero increase in the rate and a \$1.00 per quarter increase in the facilities charges. This budget had already been approved by the Commissioners and now this adoption after State approval will be the final adoption.

Commissioner Gardiner had a question regarding the auditor for the Sewerage Authority inquiring as to how long Garbarini & Co. had been our auditors.

Dr. Wolff replied that they had been the auditors for the Authority for the past 28 years and knew the Authority well and had done an excellent job in auditing. Commissioner Gardiner says the only reason that he asked is he has experience where companies would change auditors for control purposes ever several years to make sure fresh eyes were looking at the books and records.

On motion of Commissioner Velasquez, seconded by Commissioner Assadourian, the consent agenda was unanimously approved with all nine votes in the affirmative,.

Chairman Kappock next asked for reports.

CH2M

Mike Wilson of CH2M reported that it continued to progress as program manager for the development of the combined sewer overflow long term control project and is coordinating both with Mott MacDonald and OMI in coordinating compliance with the scheduled submission in the Authority's permits, public notifications and public participation.

Mr. Wilson also replied that with respect to the H6/H7 CSO long term control project, that CH2M is assisting the Authority with its coordinating of engineer's activities with the City of Hoboken's northwest resiliency park project team and finally with regard to the H1-H5 combined sewer characterization and drainage plan for the Adams Street facility, CH2M continued the characterization phase of the project with work on the sewer system inventory, service area analysis, collection system modeling and identification of sensitive areas.

MOTT MACDONALD

1. Kevin Wynn of Mott MacDonald reported that the meeting with Suez Water with regard to the West New York leak detection program will next be held this February and that in coordination with the water utility, leaking in water pipes continued to be located and addressed to decrease extraneous flows into the West New York plants

collection system.

2. With respect to the W1234 CSO solids and floatables facility, the contractor is currently working on driving foundation piles within the enclosed cofferdam and that the temporary hold for fish migration has passed.
3. With respect to the 2017 collection system improvements, the contractor has completed work in West New York and will be finishing up with some work in Union City.
4. With regard to the Hamilton Avenue sewer improvements, Suez Water had completed today working on relocation of a section of water main and once the same is completed, the Authority's contractor will be able complete the job.
5. With regard to the Park Avenue siphon improvements, the only remaining work is still final paving along Hackensack Plant Road.
6. With regard to the 2017 River Road wastewater treatment plant improvements, the Authority is scheduled to receive bids on January 31, 2018.
7. With regard to the River Road wastewater treatment plant collection system characterization study, Mott MacDonald is working on hydraulic modeling for the River Road collection system in support of the Authority's long term control plan.
8. With regard to the H-5 Madison Avenue drainage improvements, Mott MacDonald is working on plans and specifications for the replacement of the combined sewer from 9th and 11th Street and is coordinating the same with the City of Hoboken and a meeting with Hoboken is held earlier today.

GREELEY & HANSEN

Michael Hope reported as follows:

1. Mike Hope reported that the contractor has received the electrical permit from the permit office for the temporary generator that the same will be completed that the temporary switch gear will then be connected so that work on the new switch gear can commence with estimated completion this summer.
2. With regard to the PURAC I system upgrades, it appears that the only remaining work is calibration, testing and training on the new equipment. Greeley & Hansen is working with contractor on the final change order which will likely result in a credit to the Authority.

OMI

Don Conger of OMI reported on plant operations as follows:

1. With respect to the Adams Street facility, it had met all permit requirements for the previous month. Thirty day percentage removal rates of BOD and TSS were 88.7% and 89.6% respectively with a permit requirement of 85%. Thirty day average effluent concentrations of BOD were 20 mg/L and TSS were 16 mg/L respectively with a permit requirement for each of 30 mg/L. The average daily flow was 11,570,000 gallons per day with a total of 489,439 gallons of sludge hauled. It was also noted that the monthly geometric mean for fecal coliform was 57.0 CFU with a permit limit of 200 CFU. The maximum weekly average for geometric mean was 380.6 with a permit limit of 400 CFU. All other plant operations were normal.
2. With respect to the River Road plant, it too had met all permit parameters for the previous month. Removal percentages of 90% for CBOD and 89% for TSS were achieved with permit requirements of 85%. Effluent concentrations of 15 mg/L each of CBOD and TSS were achieved with 25 mg/L and 30 mg/L permit requirements respectively. The average daily flow was 7,840,000 gallons per day with 355,000 gallons of sludge hauled. It was noted that the monthly geometric mean for coliform was 5 CFU for 100 milliliters with a limit of 200 CFU per 100 milliliters. The monthly average for chlorine residue was less than 0.03 mg/L with a limit of 0.10 mg/L. Once again all plant operations and maintenance was normal.

With regard to the collection system all pumps regulators and force mains were online and functioning. There was a problem with the 18th Street pump station bar screen which was quickly responded to and temporarily repaired with a more permanent repair to be bid out. In the previous month there were 19 service calls with 3,250 linear feet of sewer main cleaned, seven catch basins cleaned and forty cubic yards of debris removed.

Mr. Conger also replied that with respect to the Sandy recovery, the statements by Michael Hope of Greeley and Hansen were correct that now that the temporary generator had been approved and installed, it is hoped that the temporary switch gear can be activated so that work could commence on the new switch gear. He also noted that calculations were being completed so that construction of the flood doors for some of the vaults and pipe galleries could be completed thus closing out our Sandy recovery efforts.

Our Engineer Frederic Pocci, introduced Gene DeStefano, a member of our new on call engineering firm, Gannett Fleming, to the Authority noting that Mr. DeStefano had previous experience working with the Authority with his previous employer.

At approximately 6:55 pm on motion of Commissioner Velasquez, seconded by Commissioner Friedrich, it was unanimously resolved to adjourn the meeting .