

RESOLUTION AUTHORIZING MEETING MINUTES OF MARCH 15, 2018

MOTIONED BY: Velazquez

SECONDED BY: Zucconi

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 March 15, 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 March 15, 2018 for the record.

DATED: APRIL 19, 2018

RECORD OF COMMISSIONERS' VOTE

	YES	NO	ABSTAIN
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 APRIL 19, 2018.



SECRETARY

NORTH HUDSON SEWERAGE AUTHORITY

MINUTES OF REGULAR MEETING

MARCH 15, 2018

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

Counsel Leanza announced that this was a regularly scheduled meeting of the Authority and all provisions of the Open Public Meetings Act had been complied with.

In addition to Chairman Kappock, Commissioners Soares, Friedrich and Velasquez were in attendance at the meeting with Commissioners Sanchez and Zucconi participating telephonically.

Counsel Leanza noted that there were six Commissioners in attendance at the meeting and that no affirmative action could be taken without the seventh Commissioner but that reports could be delivered.

Chairman Kappock asked Mike Wilson of CH2M to give his monthly report.

CH2M

Mike Wilson reported that in the previous month with regard to combined sewer overflow projects, CH2M had continued working with OMI in coordinating compliance with scheduled CSO related submissions with regard to the Authority's NJPDES permits, public notifications, and public participation. CH2M is tracking the status of sewer condition assessment projects being conducted by Mott MacDonald. CH2M is also overseeing characterization work on the H1-H5 characterization and drainage planning project, the H6-H7 CSO long term control plan project, the Adams Street wastewater treatment plant Weehawken/Union City characterization project and the River Road wastewater treatment plant characterization project.

CH2M assisted OMI with updating their asset management plan. CH2M also attended a New Jersey combined sewer overflow group meeting on February 20th last month. CH2M also participated in quarterly long term control plan meeting with the NJDEP and the Authority's CSO advisory board meeting on March 5th.

With regard to the H6-H7 CSO long term control plan project, a model of the conceptual storm water system is being used to calculate design condition flows for storage, treatment and pumping facility planning.

The project team developed design parameters and concept for new storm water treatment train and held a treatment train design concept meeting to review it. The project team is assisting the Authority with its coordination of engineering activities with the City of Hoboken's Northwest Resiliency Project Team.

MOTT MACDONALD

Kevin Wynn of Mott MacDonald reported as follows:

1. Collection system characterization study. All base contract work has been completed and Mott MacDonald is working on a punch list. There are extra monies still left in this contract and the same will be used to do some additional work with regard to Hoboken's Washington Street project.
2. With regard to West New York leak detection program, the last quarterly meeting was held on February 13th and Mott MacDonald continues to work with Suez to identify potential sources of inflow.
3. With regard to the W1234 CSO solids and floatables facilities, the contractor has completed its major tremie pour as of March 3, 2018 and it is waiting for the concrete to cure after which it can pump out the cofferdam and work can commence on the poured base.
4. With regard to the 2017 collection system improvements, the contractor has completed work in West New York and will be completing additional work in Union City and Washington Street in Hoboken.
5. With regard to the Hamilton Avenue sewer improvements in Weehawken, the contractor has completed the installation of the new 30-inch diameter sewer.
6. With regard to the Park Avenue siphon improvements, the only remaining work is some paving along Hackensack Plant Road which is on hold pending Weehawken's completion of curbing work.
7. With regard to the 2017 River Road wastewater treatment plant improvements, Mott MacDonald has recommended award of a contract to the low bidder, C. Dougherty & Co., Inc. of Paterson in the amount of \$1,112,000.00 and subject to the Commissioners approval of this award a pre construction conference would be held in the next week.

8. With regard to the River Road wastewater treatment plant collection system characterization study, Mott MacDonald is 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.
9. 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.

Commissioner Velasquez noted his experience with regard to leak detections particularly in Union City. He noted that even when Suez contractors and workers on site and a leak and/or sink hole was detected, they always seem deny responsibility therefore. The Authority's or OMI's staff was always very timely arriving at the scene doing their inspections and often times it was not an Authority issue but something that involved a Suez water pipe leak even though the same was denied. Executive Director noted that when there is any call we immediately go out to the scene, we are able to check videos we have of the particular pipes in question. Suez generally denies responsibility for anything and the Authority's procedure is to admit if the leak in question is from an Authority pipe and immediately fix the same. However, it appears that Suez seems to categorically deny responsibility for anything.

It was noted both by Engineer Pocci and Mr. Wynn that there appeared to be no problem in coordination with our leak detection program with Suez but it was only the fact with their engineers and contractors when there was a problem with them on site. It appears that the leak detection personnel are trained engineers cooperating with the Authority and the onsite contractors and repairmen are generally inclined to deny responsibility for anything.

GREELEY & HANSEN

Michael Hope of Greeley & Hansen reported as follows:

1. With regard to the wastewater treatment plant improvements particularly the replacement of the Adams Street electrical switchgear replacement, he noted that the contractor had completed the installation of the temporary generator, the same had passed temporary inspections and miscellaneous items with regard to the installation of the new switchgear had been started. All the old power had been cut off and it is planned to begin removing the existing switchgear and complete the remaining miscellaneous items for the reinstallation of the permanent switchgear.

On scheduling matters, it appears that the contractor will complete the installation startup in June of this year.

2. With regard to the PURAC system upgrades, as built documents have been received from the contractor and we are awaiting the operation and maintenance manuals and paperwork which should close out the project.

OMI

Don Conger of OMI reported as follows:

1. With regard to the Adams Street facility, it had attained percentage removal rates of 85% and 86% with regard to BOD and TSS respectively. With regard to effluent concentration, 20.4 mg/L had been obtained with regard to BOD and 19 mg/L with regard to TSS with permit requirements of 30 mg/L. With regard to thirty day average effluent concentration amounts of 20.4 mg/L and 19 mg/L for BOD parameters for both BOD and TSS limits with a monthly average BOD and TSS respectively were attained with permit requirement of 30 mg/L. The average daily flow was 15.09 million gallons per day with 565,000 gallons of sludge removed. All other permit requirements were also met.
2. With respect to the River Road treatment plant, removal percentages of 80.4% and 85.5% of CBOD and TSS respectively were attained with permit requirements of 85%. The CBOD removal percentage was not achieved because of a low effluent concentration of BOD which made the removal percentage very difficult to attain notwithstanding the fact that the effluent concentration level was achieved as will be reported later. With respect to the thirty day average effluent concentration, amounts of 23.5 mg/L and 16.4 mg/L with CBOD and TSS respectively attained with respective permit requirements of 25 mg/L and 30 mg/L. The average daily flow was 9.49 million gallons per day with 401,000 gallons of sludge hauled. All other permit requirements were attained.

At approximately 7:00 P.M., Commissioner Gardiner joined the meeting by telephone as he was attending to the illness of his mother at an out-of-state location.

Mr. Conger also reported that with regard to the Sandy recovery matters, the replacement of the old switchgear with new switchgear at Adams Street was progressing as reported by Mr. Hope and that old piping and wiring is being removed with new conduit and new wiring giving the Authority not only new switchgear but alternative wiring for the same. The only remaining item will be mitigation projects and we are still awaiting the fabrication of the submarine doors for the pipe gallery.

Chairman Kappock noted that with the participation of Commissioner Gardiner at the meeting there were seven Commissioners present and action could be taken on the resolutions.

Dr. Wolff noted that there not seven Commissioners with regard to their attendance at the February 5th and February 15th meetings so that actions thereon would have be held.

Dr. Wolff then reviewed the consent agenda resolutions as follows:

1. Resolution 18-029 bill list. This consisted of \$1.5 million dollars from the operating fund, \$1.1 million dollars from the capital fund for a total of \$2.6 million dollars.
2. Resolution 18-030 miscellaneous repairs. Under the miscellaneous repairs contract we intend to repair two collapsed catch basins in Hoboken and one collapsed catch basin in Union City for a total of \$15,000.00.
3. Resolution 18-031 with regard to adoption of merit guidelines for staff evaluations. As part of the evaluation process for the staff formal written reviews are complete rating each employee from excellent to unsatisfactory. Based upon these reviews, merit raises are applied or not applied using the same criteria: unsatisfactory review, no salary adjustment; satisfactory review, cola adjustment cost of living adjustment; good review, cost of living adjustment plus 50% of cost of living adjustment; superior review, cost of living adjustment plus 100% of cost of living adjustment. Dr. Wolff noted that this was the same formula applied to all employees for the last five years and that this had been approved by the Finance Committee.
4. Resolution 18-032 Hamilton Avenue sewer project. This is for original design work which the engineer Mott MacDonald has completed. It involved developing three alternatives acceptable to the Authority which were presented to the municipality. The cost of these three options was \$37,000 and this has been approved by the Facilities Review Board.
5. Resolution 18-033 long term CSO planning; alternative analysis work shops. As part of the long term control plan we will institute a formal engineering review of alternative approaches in technologies to reduce the frequency and volume of CSO discharges and to examine treatment options at our outfalls. A series of workshops will be chaired by the Authority's engineer and include several of our qualified engineers, OMI staff, and members of the NJDEP as observers. The cost of this is not to exceed \$175,000.00 and has been approved by the Facilities Review Board.
6. Resolution 18-034 continuation of Bond Counsel. The purpose of this resolution is to insure the continued services of Bond Counsel , Jason Capizzi. Mr. Capizzi has moved to a new firm, Winne Banta, and this resolution retains Mr. Capizzi and that firm as a first step which will be followed by a second step of requesting RFP's later

in the month. We are taking this approach because Mr. Capizzi is presently conducting a great deal of work for us with NJEIT and we do not want to put a hold on the same pending the issuance of the RFPs. This was approved by the Finance Committee.

7. Resolution 18-035 authorizing the auctioning of surplus property. This is our standard operating procedure to dispose of surplus property through Gov deals under New Jersey State contract. The list includes surplus vehicles, two 2002 Dodge Ram trucks and this resolution was approved by the Facilities Review Board.

8. Resolution 18-036 budget appropriation and services agreement for the Madison Street project. This project is designed to further reduce the flooding in the Ninth and Madison Streets area of Hoboken as a follow up to the H5 wet water pump station. It is being undertaken in partnership with Hoboken. North Hudson will be responsible for the planning, design and construction of a new and rehabilitated sewer main along Madison Avenue from Ninth to Eleventh Streets and along Eleventh Street from Madison to Maxwell Lane. This resolution appropriates from our capital budget \$3 million dollars and the Executive Director and CFO have certified that the terms are on hand to undertake this project at a not to exceed amount of \$3 million dollars with an estimated total cost of our share of \$2.9 million dollars. The resolution also authorizes the Executive Director with the advice of the Authority's general counsel to enter into a shared services agreement that will memorialize the following terms: the City will be responsible for the funding for all the streets capes, curbs, sidewalks, along Madison, Ninth & Eleventh Street, the raising of the grades of the streets, all the curb to curb street repaving, the replacement of the water main, onsite police presence, North Hudson will be overall contractor manager of both elements of the project, change orders will be approved by the North Hudson Board of Commissioners, not the City Council, North Hudson will guarantee like with H-5, the total bid price of the project, for your information the estimated total for Hoboken is \$2.5 million dollars. This project has been approved by the Facilities Review Board.

On motion of Commissioner Velasquez, seconded by Commissioner Gardiner, it was unanimously resolved to approve the consent agenda adopting the aforementioned resolution.

Executive Director Dr. Wolff noted that the Authority had received several awards from the Association of Environmental Authorities for its various programs including the leak detection program as well as an award for the most forward thinking authority particularly with its asset management projects, its water advisory system on the internet providing the only real time data on CSO discharges in the State, and its wet weather pump stations.

Commissioner Soares asked if he could be supplied with a glossary of some of the many technical terms frequently used in the Authority's reports and documentation. Both Mr. Pocci and Mr. Wolff with the assistance of Mr. Reeves of OMI, said that they would provide the same to Mr. Soares as well as providing with any additional information he might need.

At approximately 7:19 p.m. it was unanimously resolved to adjourn the meeting by a voice vote.