

RESOLUTION AUTHORIZING MEETING MINUTES OF JUNE 21, 2018

MOTIONED BY: Velazquez

SECONDED BY: Gardiner

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 June 21, 2018; and

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

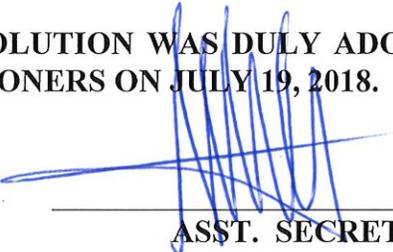
NOW, THEREFORE, BE IT RESOLVED that the Authority hereby approves the minutes of the meeting of June 21, 2018 for the record.

DATED: JULY 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 JULY 19, 2018.



ASST. SECRETARY

NORTH HUDSON SEWERAGE AUTHORITY

MINUTES OF REGULAR MEETING

JUNE 21, 2018

At approximately 6:33 p.m, Chairman Brian Kappock called the meeting to order and asked Counsel Leanza to take the roll. In addition to Chairman Kappock, Commissioners Gardiner, Soares and Velasquez, Zucconi and Friedrich were present. (It is noted that Commissioner Friedrich, whose meeting attendance is approaching Lou Gehrig's record, commenced his participation telephonically on a bicycle from the PATH Station, before his arrival, minutes later). Participating by telephone were Commissioners Marotta, Roque, and Sanchez so that all nine commissioners were present at the meeting constituting both a quorum and the super majority necessary for passage of any affirmative action.

Counsel Leanza advised those present that this was a regularly scheduled meeting of the Authority and that pursuant to the Open Public Meetings Act notice thereof had been published in the official newspapers, had been disseminated by the constituent municipal clerks as well as posted on the Authority's bulletin board.

Given that three Commissioners were participating by telephone, Chairman Kappock directed that the Resolutions be addressed first.

On Motion of Commissioner Gardiner, seconded by Commissioner Velasquez, Resolution 18-065 authorizing the meeting minutes of May 17, 2018 was adopted with eight votes in the affirmative and Commissioner Sanchez abstaining because of her absence from the meeting.

Commissioner Kappock next asked Executive Director Dr. Richard Wolff to review the other resolutions upon the agenda.

1. Resolution 18-066 was regarding payment of bills. It consisted of \$4 million dollars from the operating fund, \$1.3 million dollars from the capital fund, \$117,000.00 from the emergency fund and \$4,600.00 from the connection fee fund.
2. Resolution 18-067 was with respect to miscellaneous repairs. It consisted of a broken catch basin casting and a collapsed catch basin in Hoboken, 13 collapsed catch basins and two collapsed sewer mains in Union City and a collapsed manhole in West New York for an estimated total of \$95,000.00.
3. Resolution 18-068 was with regard to green infrastructure project in West New York parking authority lot. This was an additional \$8,600.00 for engineering services regarding this project to extend the parking lot. Mott McDonald will undertake

engineering services and North Hudson will be reimbursed by the West New York Parking Authority for these services which were approved by the Facilities Review Board.

4. Resolution 18-069 modification to the ten year sewer rehabilitation contract. This is regarding the 10-year rehabilitation contract previously awarded to Spinello and included the delivery of 89 manhole casting for a total of \$20,000.00 and the milling of repaving Hamilton Avenue in Weehawken after the completion of the Hamilton Avenue sewer project for a total of \$68,000.00 resulting in the total modification of \$88,400.00 all approved by the Facilities Review Board.
5. Resolution 18-070 regarding continued participation in the New Jersey Harbor Dischargers Group. North Hudson share of the extended contract with GLEC as technical advisor to cooperate the monitoring of the New York New Jersey harbor and its tributaries for the toxic and nutrient studies required by the long term CSO mandate consists of \$9357.00 which was approved by the Facilities Review Board.
6. Resolution 18-071 regarding the purchase of replacement sand for the Adams Street wastewater treatment plant. As the Commissioners have previously been informed the Adams Street Plant uses dissolved air floatation and sand filtering in the trickling filters for secondary treatment otherwise known as PURAC. We are in the process of rehabilitating the whole system and additional sand is required to keep the system functioning as well as possible. This calls for a purchase of 290,000 tons of sand for an amount not to exceed \$246,000.00 and has been approved by the Facilities Review Board.
7. Resolution 18-072 is for conduct of a test for the H-5 pump station as required by State Law, the emergency generator at the pump station must undergo emission testing. This resolution authorizes the payment for this testing in the form of exhaust pipe extensions to manage the connection of the testing equipment and this will be reimbursed to OMI as modification of its operating contract in the amount of \$13,238.00. This expenditure has been approved by the Facilities Review Board.
8. Resolution 18-073 authorizing a sewer connection application for premises known as 2119-23 Kerrigan Avenue, Union City. This is a four story residential building with 72 one and two bedroom apartments and two levels of parking with an estimated usage of 13,500 gallons per day resulting in the connection fee of \$430,000.00. This application has been approved by the Facilities Review Board.
9. Resolution 18-074 acceptance of the audit of the Authority. The Authority's 2017-2018 audit has been completed and filed with the State and this resolution certifies that the Commissioners have read the audit particularly the sections entitled general comments and recommendations and the only comment was a question about the

Authority's receivables and this audit was accepted by the Finance Committee.

10. Resolution 18-075 approval of corrective action plan. With regard to the comment on the receivables, we have reduced receivables from \$18 million dollars in 2013 to \$4.7 million dollars in the last fiscal year with over \$2.5 million of that just one year old. This has been pointed out to the Auditor and we reiterated our comprehensive collection strategy. The Authority will be seeking to write off amounts that are uncollectible going forward which will further reduce the receivables. We continue to press all municipalities to discharge their responsibilities under the law to include us in a tax sale and to continue to seek payments through various legal means. This corrective action plan was approved by the Finance Committee.
11. Resolution 18-076 designation of official signatories. Because of the timing of due dates of certain of our bills and the unavailability of some officers with respect to such strict timing and our desire to avoid any late payments, this authorizes the Executive Director as a signatory to checks for payment of our bills to insure that they will be on time. In accordance with the checks and balances of our system, a signature of an officer/commissioner will also be required in addition to that of the Executive Director and this additional signatory has been approved by the Finance Committee.
12. Resolution 18-077 special litigation counsel. As done at our prior meeting, the Authority has solicited requests for proposal for professional services to represent the Authority in several actions that have been filed against it with regard to payment of a connection fee. The Authority's general counsel and Executive Director have reviewed the various proposals and have recommended the selection of Winne Banta because of the unique combination of being both excellent litigators and have deep knowledge of the sewer authority law and the financing of the Authority's debt NJEIT financing, etc. This is because the Authority's bond counsel, Jason Capizzi, is also the a member of the firm. The budget will be adjusted for an amount not to exceed \$100,000.00 to provide for this contract which was approved by the Finance Committee.
13. Resolution 18-078 budget amendment, as discussed with the previous revolution, this is an adjustment of the budget to provide \$100,000.00 for funding of the defense of our connection fee collections with regard to both 800 Harbor Boulevard and 1500 Harbor Boulevard and also to fund already approved assumption of the fat, oil and grease responsibilities from our constituent municipalities. These budget changes can be made without any changes to the rate and have been approved by the Finance Committee.

Commissioner Gardiner just noted that there was an error in Page Four of the audit report with regard to the expiration of his term which is in 2021 and not 2019.

On motion of Commissioner Velasquez, seconded by Commissioner Gardiner, the consent agenda was unanimously adopted.

Chairman Kappock next asked for reports.

CH2M

Mike Wilson of CH2M reported as follows:

1. With regard to capital improvement projects, the Adams Street wastewater treatment phase III PURAC upgrades is in the process of reviewing delivery schedule and equipment purchase from the contractor, CH2M has provided NHA and Mott MacDonald with information from the bid phase for submission for the NJDEP for both permitting, financing and administrative consent order purposes.
2. With respect to the combined sewer overflow project, CH2M continued to coordinate and prepare materials for the long term control plan alternatives concept analysis workshop which was held June 14th thru June 15th. CH2M is managing the drafting of the characterization, sensitive areas and public participation reports that will be submitted to the NJDEP at the end of this month for both of the Authorities wastewater treatment plans and the work has included holding coordination calls and reviewing the draft report material. The meeting was a success with participation both by the Authority's staff and consultants as well as representatives from the NJDEP with respect to the Authority's long term control plan and the overflow management of both of the Authority's plants.
3. With respect to the H6-H7 CSO long term control project, the team has completed conceptual land use maps for the project area based upon the Hoboken redevelopment information. The team continued assisting the Authority with coordination of engineering activities with the City of Hoboken's northwest resiliency park project team and participated in several conference calls with the City's park design team. A site visit was made to a storm water tank under construction to assess its abilities to perform within the northwest resiliency park.
4. With regard to the H1-H5 combined sewer systems characterization and drainage planning for Adams Street, CH2M continued the characterization phase of the project with work on the sewer system inventory, service area and land use analysis, collection system modeling and identification of sensitive areas.

Commissioner Suarez questioned the appropriateness of the recessed basketball court in the Northwest park. Mr. Pocci, the Authority Engineer replied that the park will have positive drainage and will not be a source of accumulation of water.

MOTT MACDONALD

Kevin Wynn of Mott MacDonald reported as follows:

1. With regard to the collection system characterization study, closed circuit TV work has been completed in both West New York and Union City and with money left over from the contract work is being conducted in Hoboken particularly in coordination with the City's Washington Street rehabilitation project.
2. With regard to the West New York leak detection program, Mott MacDonald continues working with Suez to reduce extraneous flows, the last quarterly meeting was held on June 2nd and Mott MacDonald and the Authority have been able to use the closed circuit data obtained from the collection system characterization study to address and point out to Suez some leaks in its collection system.
3. With regard to the W1234 CSO solids and floatables facilities, the contractor has completed dewatering of the cofferdam and is expected that the netting modules will be installed by the end the month. Thereafter, that work can be backfilled on the platform and Mott MacDonald is working with the town of Weehawken to finalize the landscaping plan on top of the pier.
4. With respect to the 2017 collection system improvements, the contractor has completed work in West New York and will be performing some additional work in Union City and Hoboken.
5. With regard to the Hamilton Avenue sewer improvements, final paving of Hamilton Avenue is being scheduled from King Avenue to Boulevard East which should complete the project.
6. With regard to the PURAC improvements Phase II, the contractor has successfully removed the sand from the clear well and we are awaiting delivery of new hatches for cells.
7. With regard to the 2017 River Road wastewater treatment plant improvements, the contractor has mobilized as of April 17, 2018 and is progressing on the job.
8. With regard to the River Road wastewater treatment plant collection system characterization studies, hydraulic modeling is being conducted with regard to flow to the River Road treatment plant in support of the plan and submission to the State of New Jersey should be finalized by July 1st.
9. With regard to the H5 Madison Avenue drainage improvements, Mott MacDonald

is currently working on plans and specifications for the replacement of the combined sewer from 9th to 11th Street. Mott MacDonald is also assisting the Authority in its agreements with Hoboken as to coordination of responsibility for the Authority's work with regard to replacement of sewers and the City's responsibility with regard to the water main, other drainage and street improvements. Executive Director Wolff is also working in coordinating meetings with the City and is hoping to set up a system of quarterly meetings to both assess the progress and the management of the project.

10. With regard to the 2018 Green Infrastructure Project, Mott MacDonald is working on plans and specifications for funding of infrastructure facilities in West New York, Union City and Weehawken. These include the Union City school, St. Augustine, and the West New York Parking Authority lot.

JACOBS OPERATION & MAINTENANCE

Don Conger of Jacobs Operation & Maintenance reported on plant operations as follows:

1. With regard to the Adams Street Plant, 85% and 87% removal percentages of BOD and TSS were attained respectively which exceeded the 85% permit requirements for both categories. However with regard to the 30-day effluent concentration, concentrations of 23 mg/L for BOD and 20 mg/L for TSS were achieved with permit requirements of 30 mg/L each. This deficiency was because of problems with the PURAC system which is under construction. Jacobs and the Authority have taken all measures possible to mitigate these exceedences but it appears that compliance will not be attained until completion of the PURAC Phase III. For the month of May the average daily flow was 13,400,000 million gallons per day with 864,000 gallons of sludge hauled. There was also a problem with regard to the geometric means for fecal coliform also resulting from PURAC. It should be added that CH2M and Jacobs are in the process of the normal replacement of ultraviolet bulbs with regard to the Adams Street disinfection system.
2. With regard to the Adams Street facility, it enjoyed percentage removal rates of 90% and 89% of CBOD and TSS exceeding permit requirements of 85%. Effluent concentrations of CBOD and TSS were both 16 mg/L with the permit requirements of 25 mg/L and 30 mg/L so that the plant was in compliance with those parameters. For the previous month the average daily flow in the West New York plant was 8,810,000 gallons per day with 456,000 gallons of sludge hauled. The plant also met its limits with regard to coliform.
3. With regard to the collection system, all pumps and regulators are working for the previous month 4,432 linear feet of sewer main was cleaned with 23 catch basins cleaned and 60 cubic yards of debris removed.

Mr. Conger also reported on the Sandy recovery projects, noting that all underground feeders and transformers have been installed in the Adams Street. Another three transformers will be needed and we are awaiting PSE&G to provide and install the same. Once all of this new gear is installed we will be able to cut over to the new gear and remove much of the temporary equipment.

Commissioner Velsquez wanted to thank the Authority for its providing of sewer plates and assistance in taking care of many instances where there were street collapsed and leaks in the street for which Suez Water denied culpability but were eventually found to be water leaks.

At approximately 7:12 p.m. on motion of Commissioner Velasquez, seconded by Commissioner Gardiner it was unanimously resolved to adjourn the meeting.