

**RESOLUTION AUTHORIZING MEETING MINUTES OF APRIL 16, 2015**

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**MOTIONED BY:** Marotta

**SECONDED BY:** Velazquez

**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 April 16, 2015; and

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

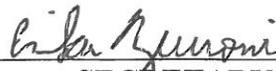
**NOW, THEREFORE, BE IT RESOLVED** that the Authority hereby approves the minutes of the meeting of March 19, 2015 for the record.

**DATED: MAY 21, 2015**

**RECORD OF COMMISSIONERS' VOTE**

	YES	NO	ABSENT	ABSTAIN
Commissioner Assadourian	X			
Commissioner Kappock			X	
Commissioner Marotta	X			
Commissioner Raia	X			
Commissioner Soares	X			
Commissioner Vargas				X
Commissioner Velazquez	X			
Commissioner Wiley	X			
Commissioner Zucconi	X			

**THIS IS TO CERTIFY THAT THIS RESOLUTION WAS DULY ADOPTED BY THE NORTH HUDSON BOARD OF COMMISSIONERS ON MAY 21, 2015.**

  
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 SECRETARY

# **NORTH HUDSON SEWERAGE AUTHORITY**

## **MINUTES OF REGULAR MEETING**

**APRIL 16, 2015**

At approximately 6:35 p.m., Chairman Raia called the meeting to order. Counsel Covello advised that this was a regular meeting of the Authority, and that pursuant to the Open Public Meetings Act, notice of the same had been sent to the Jersey Journal, Star Ledger, the Clerks of Hoboken, Union City, Weehawken and West New York and the Hudson County Clerk, with a copy thereof posted on the Authority's bulletin board. In addition to Chairman Raia, Commissioners Marotta, Kappock, Soares, Velazquez, Wiley, Zucconi and Assadourian were in attendance at the start of the meeting.

Chairman Raia called for the engineering reports.

### **CH2M HILL**

Michael Wilson reported as follows:

Regarding the Park Avenue Siphon Rehabilitation Project, the construction contract was awarded to J. Fletcher Creamer & Son at the March 2015 Board meeting. CH2M HILL prepared and transmitted an award package to NJDEP Municipal Finance on April 6, 2015, requesting their review and Authorization to Award.

With regard to the Adams Street Phase II PURAC Upgrades, CH2M HILL prepared a preliminary design package for the PURAC II upgrades; the package was submitted to the NJDEP/NJEIT by Hatch Mott MacDonald, with the SRF loan application. CH2M HILL conducted a site visit and design review meeting with operations staff on April 2, 2015.

Regarding the GIS Collection System Mapping, work continued on the GIS collection system mapping project. CH2M HILL's field staff continued locating and capturing GPS data for collection system assets, including manholes, catch basins, pump stations, force mains, regulators, CSO outfalls, and solids/floatables facilities. CH2M HILL is near completion of asset logging, including field QC review of unknown assets in the legacy GIS database. The team completed all field work that required uniformed police officers for traffic control.

Regarding the W1234 Solids/Floatable Facility Final Design, CH2M HILL continued developing the final design of the W1234 Solids/Floatables Facility in the Hudson River and continued responding to questions from the NJDEP. CH2M HILL has been following up with the Land Use Regulation Department on the issuance of the Waterfront Development Permit. They have been following up with the US Army Corp of Engineers (USACOE) regarding the next steps in the review process for the permit application following our meeting with the property owners. USACOE has stated that they will move onto the next steps once a Waterfront Development Permit has been

issued by the NJDEP.

Finally, as to the H5 Wet Weather Pump Station Services During Construction, CH2M HILL continued to support the Authority with their ongoing discussions with the Maxwell Place Home Owners Association. The Authority continues to provide information to the homeowners' association that will assist them in understanding the project.

#### **HATCH MOTT MACDONALD.**

Kevin Wynn reported as follows:

Regarding the Jackson Street and Newark Street Combined Sewer Rehabilitation, the work has been completed with the exception of some punch list work and re-paving the roadway. They are working to have the re-paving done in the Spring.

Regarding the West New York leak detection program, Hatch Mott is coordinating with United Water to eliminate water main leaks in West New York in an effort to reduce extraneous flows to the River Road Wastewater Treatment Plant. The plan is to now conduct meetings on a quarterly basis. On April 1, 2015, a quarterly meeting was conducted. Due to the very cold winter temperatures, some new leaks have been discovered that will be repaired.

As to the Union City Casting Replacement Program, a preconstruction meeting was held on April 16, 2015. Paving is expected to start on May 4, 2015, and the project is expected to be completed within approximately three weeks.

As to the W1234 CSO Outfall, this is the first phase of the construction of the new 96 inch outfall. The existing outfall will be rehabilitated upon completion of the new outfall W1234 Solids and Floatables Project. Hatch Mott submitted the Authorization to Award package to the NJ DEP on March 6, 2015. A Notice to Proceed is expected to be issued by the State of New Jersey at any time

Finally, HMM is working on the New Jersey Environmental Infrastructure Trust loan application to fund the following capital projects: Hamilton Avenue Sewer Rehabilitation; PURAC Improvements, Phase 2; 2016 River Road WWTP Improvements.

#### **GREELEY & HANSEN.**

With regard to the 2015 Improvements Projects at Adams Street and River Road WWTPs, the pre-construction meeting with the contractor was conducted and attended by the NJ DEP Municipal Finance Element and the NJ Department of Labor. Next Greeley & Hansen will submit the contractors schedule of values and project schedule for approval.

## OMI.

Regarding the Adams Street facility, removal percentages of 89% and 80% of BOD and TSS were attained with effluent concentrations of 12 mg/L and 19 mg/L, respectively. Average daily flow was 18.32mg/d and 630,000 gallons of sludge was hauled. The monthly geometric mean for fecal coliform was 6 CFU with a permit limit of 200 CFU, and a high weekly geometric mean average of 11 CFU with a permit limit of 400 CFU.

The River Road facility achieved removal percentages of 85% of CBOD and 89% of TSS, with effluent concentration amounts of 23 mg/L and 17 mg/L, respectively. Average daily flow was 8.92 mg/d, and 476,000 gallons of sludge was hauled. The monthly average geometric mean for coliform was met. The monthly geometric mean was 3 CFU, with a limit of 200 CFU. The maximum 7-day geometric mean average value was 8 CFU, with a limit of 400 CFU. The monthly average for chlorine residual was 0.01 mg/L, with a limit of 0.10 mg/L. The maximum instantaneous value was 0.03 mg/L, with a limit of 0.13 mg/L.

OMI included a detailed written maintenance report.

Regarding the Collection System report, there were 41 service calls this month and 19,375 linear feet of sewer main cleaning was performed.

Regarding Sandy Recovery projects, aside from the details contained in the written report, the other item highlighted is the proposed commencement of construction on the first floor kitchen which had been damaged by the flood. This project is expected to get underway in early May.

Seeing no additional engineering reports, Chairman Raia then called for an explanation of the Resolutions on the consent agenda. Executive Director Wolff explained the Resolutions on the consent agenda as follows:

Resolution 15-045 Authorizing Meeting Minutes of March 19, 2015. We do not have a sufficient number of members present to approve the minutes in the absence of Commissioner Vargas, because two commissioners were not present at the March 19, 2015, meeting. The approval of minutes will not be included on the consent agenda, and will be tabled until the May meeting.

Resolution 15-046 Authorizing the Payment of Bills. This month the following expenditures are being considered for approval: Operating Fund \$1,331,630.96; Capital Fund \$116,998.79; Emergency Expenditures \$ 5,424.32; and Development \$5,301.40. A complete list is attached to the Resolution.

Resolution 15-047 Directing Work to Cliffside Paving under the miscellaneous repair contract. This authorizes expenditure of \$55,750.00 for the replacement of collapsed catch basins

and broken manhole castings in Hoboken, Union City, Weehawken and West New York. There are six projects in Hoboken, two in Union City, one in Weehawken and three in West New York.

Resolution 15-048 Authorizes salary adjustments for Authority staff. This is the policy for the 2015 salary increases, which is based upon the 2014 cost of living adjustment (COLA). Under the policy, an employee receiving an unsatisfactory review will receive no salary increase. An employee receiving a satisfactory review, will receive a COLA only which is a 1.70% salary increase. An employee receiving a good review, will receive COLA plus 50% which equates to a 2.55% salary increase. An employee receiving a superior review, will receive COLA plus 100%, which equates to a 3.40% salary increase. This was approved by the Finance Committee.

Resolution 15-049 Approves the disposal of surplus property by auction pursuant to state contract. The auction list includes file cabinets and the Authority's old telephone system which was recently replaced with new equipment. This was approved by the Finance Committee.

Resolution 15-050 Authorizing an extension to the FEMA Grant Management services in accordance with the proposal of Adjusters International It is noted that 90% of the costs of this contract are reimbursable by FEMA. It was also noted that the Authority was extremely successful in handling FEMA claims with the assistance of Adjusters International. This was approved by the Finance Committee.

Upon a motion by Commissioner Marotta, seconded by Commissioner Assadourian, the consent agenda resolutions, consisting of Resolutions 15-046, 15-047, 15-048, 15-049 and 15-050 were unanimously adopted with a vote of 8 in favor and 0 opposed.

Chairman Raia then called for new business. Executive Director Wolff announced that the Financial Disclosure forms needed to be completed and submitted by the Commissioners. Also, an Authority Ethics Disclosure Form has been provided to the Commissioners to be completed and returned. Executive Director Wolff also elaborated on the kitchen/cafeteria rehabilitation work that is expected to be underway by the next meeting in May.

Chairman Raia then called for public comment. Seeing no members of the public who wished to be heard, upon a motion by Commissioner Assadourian, seconded by Commissioner Velazquez, the meeting was adjourned at 6:55 p.m. with a vote of 8 in favor 0 opposed.