

CARLSTADT SEWERAGE AUTHORITY

REGULAR BOARD MEETING MINUTES OF MARCH 23, 2016

The Board Meeting of the Carlstadt Sewerage Authority of the Borough of Carlstadt was held at the CSA Office located at 429 Hackensack Street, Carlstadt, New Jersey.

Vice Chairman Rivera called the regular scheduled March 23, 2016 board meeting to order at 7:00 p.m. Executive Director Mr. Curreri initiated roll call.

MEMBERS PRESENT:

Messrs:

Upon roll call, the following were noted present:

- R. Lahullier, Chairman
- N. Rivera, Vice Chairman
- T. Davis, Secretary/Treasurer
- J. Schettino, Commissioner
- V. DeSimone, Commissioner
- C. Lahullier Alternate Commissioner
- B. Curreri, Executive Director

ALSO PRESENT:

Attorney, R. Cedzidlo, Engineer, M. Berliner, Purchasing Agent/Administrative Assistant, R. Esposito, and C-3 Licensed Operator, D. Villano

MEMBERS ABSENT: N/A

OPEN PUBLIC MEETING ANNOUNCEMENT:

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with a resolution adopted by this Authority on February 26, 2016 and published by The Record on March 10, 2016 and posted on the Public Notice Bulletin Board of the Carlstadt Sewerage Authority and the Carlstadt Municipal Building. This is a scheduled meeting of the Carlstadt Sewerage Authority.

Vice Chairman N. Rivera requested that Executive Director Mr. Curreri preside over the meeting.

PLEDGE OF ALLEGIANCE:

Led by Mr. Rivera

ITEM #1:

At this time Executive Director Mr. Curreri asked for a motion to conduct the Election of Officers for the 2016/2017 operating year which was previously tabled. On a motion by Mr. Davis seconded by Mr. Rivera.

ON ROLL 5-0

AT 7:02 PM Mr. Curreri requested all officers vacate the chairs, upon a motion moved by Commissioner V. DeSimone seconded by Commissioner J. Schettino all chairs will be vacated @ 7:03PM.

ON ROLL 5-0

Mr. Curreri indicated at this time, the election of officers for operating year 2016/2017 was necessary to continue and asked for nominations for Chairman.

Mr. Davis nominated Robert Lahullier to continue as Chairman seconded by Mr. Rivera. With no other nominations presented for Chairman a vote was initiated for Mr. Lahullier

ON ROLL 4-0- (1 Abstain- R. Lahullier)

Mr. R. Lahullier has been reelected to continue as Chairman effective March 23, 2016 and expiring on February 22, 2017

Mr. Curreri asked if there was a nomination for Vice Chairman.

Mr. R Lahullier nominated Mr. Rivera to continue as Vice Chairman seconded by Mr. Schettino. With no other nominations presented for Vice Chairman a vote was initiated.

ON ROLL 4-0 (1 Abstain- N. Rivera

Mr. N. Rivera has been reelected to continue as Vice-Chairman effective March 23, 2016 and expiring on February 22, 2017

Mr. Curreri asked if there was a nomination for Secretary Treasurer. Mr. Rivera nominated Mr. Davis to continue as Secretary/ Treasurer seconded by Mr. DeSimone. With no other nominations presented for Secretary/ Treasurer a vote was initiated.

ON ROLL 4-0 (1 Abstain- T. Davis)

Mr. T. Davis has been reelected to continue as Secretary/Treasurer effective March 23, 2016 and expiring on February 22, 2017.

With the election of officers for the period March 23, 2016 through February 22, 2017 completed, Mr. Curreri asked for a motion to close the officer nominations at 7:06 PM. The motion to close the election of officers was moved by Mr. Rivera seconded by Mr. DeSimone.

ON ROLL 5-0

Regular scheduled meeting resumed:

Executive Director Mr. Curreri asked for corrections or deletions to the Sine Die Meeting Minutes of February 24, 2016 as presented. Mr. DeSimone motioned to accept the Sine Die minutes as presented seconded by Mr. Schettino.

ON ROLL 5-0

Executive Director Mr. Curreri asked for corrections or deletions to the Regular Meeting Minutes of February 24, 2016 meeting. Prior to acceptance Mr. Davis raised the question to the Board Attorney “when a closed session is called for and accepted after a discussion and the return to regular meeting is it necessary for the Board to vote on the closed session discussion) ? Attorney Mr. Cedzidlo explained it is not necessary to take action or vote on the discussion unless a decision has been made in closed session that would require the board to take action or require a Resolution. Mr. Davis made a motion to accept the Regular Meeting Minutes as presented seconded by Mr. Schettino.

ON ROLL 5-0

Mr. Curreri presented for review and/or discussion the February 2016 communications:

ITEM II: COMMUNICATIONS

1. CNA INSURANCE
RE: SCHEDULED SITE VISIT BARELL AVE & JONY DR
2. NJUA LOSS CONTROL SJURVEY
RE: CONFIRM APPOINTMENT FOR MARCH 29 BARELL AVE & JONY DRIVE FACILITIES AND OPERATIONS
3. NJWEA ANNUAL CONFERENCE:
RE: CONFERENCE ATTENDANCE FOR MAY 17-20
4. NJWEA CONFERENCE:
RE: CONFERENCE HELD AT BALLYS AC.
5. LOCAL FINANCE NOTICE STATE OF NEW JERSEY:
RE: 2016 FINANCIAL DISCLOSURE STATEMENTS THROUGH THE BOROUGH
6. WORKMEN’S COMPENSATION FLIER:
RE: NEW COMPENSATION PROVIDER FLIERS POSTED AT PUMP STATIONS AND OFFICE
7. NEW JERSEY STATE CORPORATE A=ANNUAL FILING FEE:
RE: ONLINE FILING CONFIRMATION
8. B. CURRERI LAKELAND BANK

RE: CD \$750,000.00 TRANSFER TO CD

9. B. CURRERI LAKELAND BANK
RE: COPY OF CD

10. R. CEDZILDLO GARBARINI & CO (2 PAGES)
RE: 2015 ATTORNEY REPORT FILING

11. LEGAL NOTICES: (2 PAGES)
**RE: 2016 OFFICIAL NEWSPAPER'S/MEETING SCHEDULES 2016
POSTED AT BOROUGH HALL AND CSA OFFICE.**

12. DOMINICK VILLANO (2 PAGES)
**RE: COLLECTIONS OPERATOR SERVICES 2016 (BUSINESS
CERTIFICATE**

ITEM III – PROFESSIONAL REPORTS

Attorney – Mr. Richard S. Cedzidlo, Esq.

Mr. Cedzidlo reviewed Communication #10 letter to Garbarini & Co P.C. RE: No pending Litigation at this time.

Mr. Curreri presented the Board and Mr. Cedzidlo with a request that was received via email concerning the Scientific Chemical Company at the corner of Paterson Plank Road and Gotham Parkway. The Company FTI consulting is seeking information in regards to any sewer hookup the company might have been involved with the CSA. According to Mr. O'Neil from FTI Consulting Mr. Crifasi did supply him with information last year. As of this notification there are no records or files on what was discussed prior with Mr. Crifasi. By way of background information. Assuming SCP was forced legally to comply with the mandate, we would like to confirm any start/stop dates that the hook-up might have been in place, and whether you might have any complaints on file regarding SCP discharges. Mr. Cedzidlo has been authorized by the Board to contact FTI consulting for review.

Engineer –Mr. Berliner, Neglia Engineering

Mr. Berliner reported that the request for information regarding information request for the New Meadowlands Rebuild by Design Feasibility Study.

1. A map of the interceptor sewers (domestic and storm) with capacities. (The Sewerage Authority can only provide sanitary sewer information within their district. All storm drain information must be obtained through the Borough).
2. A list of pump stations (domestic and storm) with their capacities. (We will provide the requested capacities, however a Borough owned Pump Station exists on the west side of the town outside of the Meadowlands District. Would you still require the information for this Pump Station?)

3. GIS and/or model data for the domestic and storm sewer system. (We will provide GIS mapping for the sanitary sewers within the Authority's jurisdiction and the remainder of the request must be obtained through the Borough).
4. A drainage plan for the town. (This request relates to the Borough and not the Authority).
5. The most current Town Master Plan (This request relates to the Borough and not the Authority).

All required Insurance Certificates, Certificates of Liability Insurance and other documents have been provided to me all of the documents are in order and we are able to proceed with the installation of Door Replacement Project at Barrel Ave station.

Mr. Berliner discussed the possibility of the CSA purchasing approximately 5 water usage meters to be connected to faucets for any customers requesting a credit from their sewer user charges for water used that will not be discharged into the sanitary sewer.

Mr. Curreri would keep the meters at the Offices of the CSA and when requested will furnish the customer with the meter for more than 5 days. Anyone requesting credit for irrigation or outdoor usage will be required to install at their cost to install a permanent meter which shall be available for reading at the Authorities request. We are also investigating a reduction based on square footage of area serviced by automatic lawn sprinkler, either reduce usage by how many sprinkler heads or service area. Mr. Berliner should have more details for our April meeting.

ITEM IV – PAYMENT OF BILLS

Mr. Curreri presented the March 2016 expenses as Resolution #16-15. Motion moved by Mr. Davis seconded by Mr. Schettino

ON ROLL 5-0

ITEM V – OLD BUSINESS

Mr. Curreri reported: Collections for first quarter billing is \$296,651.00 \$9,768.00 still outstanding. Second Quarter billing will be going out first week of April including late fees. Two accounts still outstanding from 2015 Icarus Group and Brake O Rama, between the two accounts it amounts to \$1,118.24 a letter was sent to both locations requesting payment and notified the responsible parties that payments will be sent to the Borough for a Tax Lien.

From 2014 and 2015 Ashtin Truck repair submitted full payment for 2014, 2015 and 2016 after Mr. Curreri sent a letter to the landlord in Queens NY requesting that all charges be paid in full or the charges due would be sent the Borough for upcoming ax Lien. John farina from Garbarini, our auditor, has the 2015 Audit 80% completed. A completed bound copy will be delivered to all Board when completed, Mr. Farina estimated the Audit should be completed by April 10. Mr. Curreri will deliver the Audit separate from the meeting packages when received.

ITEM VI – NEW BUSINESS:

Mr. Curreri requested the assistance of Mr. Cedzidlo in responding to request for information of the old Scientific Chemical site from FTI consulting the board agreed that Mr. Cedzidlo should respond due to the fact that FTI consulting already information that was distributed to them from Mr. Crifasi and the fact that Mr. Curreri has no knowledge of what was furnished by the CSA in the past.

Mr. Curreri discussed the possibility of having to replace the manhole in front of 100 Commerce Blvd that was uneven and in need of asphalt patching. Mr. Curreri will meet with Neglia at the site to discuss measures to repair or replace manhole.

Mr. Curreri advised the Board members to submit Financial Disclosure statements to the State before the end of April.

Board members were polled to confirm anyone going to the NJWEA Conference May 16 through May 20, 2016 Please have any request to attend for Aprils meeting.

Immediately following our meeting as requested by the Board at February Meeting Mr. Covelli from PIA Insurance will have a Presentation for all Elected and Appointed officials in the JIF. The elected Officials Training Seminar will qualify the CSA for a \$250.00 per official refund from our yearly Liability Insurance cost.

ITEM VII - OPEN PUBLIC MEETING

Upon motion made by N. River seconded by B. Lahullier at 7:39 p.m., the meeting was open to the public. With no one wishing to be heard, the public session was closed at 7:40 p.m.

With no citizens present to be heard during this portion of the agenda, at 7:42 PM Mr. Lahullier made a motion to continue with the regular meeting agenda, Seconded by Mr. Davis.

ON ROLL 5-0

ITEM VIII – CLOSED SESSION

None requested

ITEM IX– ADJOURNMENT

With no other business coming before the Board Meeting on March 23, 2016, Mr. Rivera made a motioned at 7:45 p.m. to adjourn the regular scheduled meeting seconded by Mr. Lahullier. All board members remained for the JIF presentation

ON ROLL 5-0