

**CARLSTADT SEWERAGE AUTHORITY  
CARLSTADT, NEW JERSEY**

**REGULAR MEETING MINUTES OF MAY 27, 2015**

The Regular Meeting of the Carlstadt Sewerage Authority was held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt New Jersey.

**7:00 P.M. CALL OF ROLL**

Chairman Robert Lahullier, called the meeting to order and Vice Chairman Nicholas Rivera, presided.

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with Resolution #14-03 adopted by the Authority on February 26, 2014 and transmitted to The Record on March 10, 2014 and posted on the public notice bulletin board of the Carlstadt Sewerage Authority and the Carlstadt Municipal Building. This is a Regular Meeting of the Carlstadt Sewerage Authority and appears on the advertised notices as a Regular Meeting.

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  
B. Curreri, Executive Director

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry and M. Berliner; Purchasing Agent/Administrative Assistant, R. Esposito, C-3 Licensed Operator, D. Villano and John Yergey from Muni Billing.

**PLEDGE TO THE FLAG**

Led by Mr. Rivera

Prior to normal order of business, Mr. Yergey from Muni Billing in Pennsylvania was present to discuss new billing software and the use of online credit card payments. Mr. Yergey was dismissed at 7:35 p.m. Regular order of business was continued.

## **APPROVAL OF MINUTES**

Mr. Davis questioned why Mr. Curreri's salary was at \$70,000 per year when upon the motion, made by Mr. Lahullier, at the April 22, 2015 Board Meeting, the Executive Director's salary was to be set at \$75,000 instead of \$70,000 as the minutes showed. Mr. Davis made the motion to accept the April minutes with the revision, seconded by Mr. Lahullier and passed on roll call vote. (5-0-0-0)

## **COMMUNICATIONS**

Communications received were as followed:

1. B. Curreri letter to the State of New Jersey  
**Re:** 2014 Audit Letter sent Certified Mail
2. Certified Mail – Audit Received Receipt from the State of New Jersey
3. State of New Jersey Payment Processing Services  
**Re:** CSA Business License charged to B. Curreri's credit card
4. John Farina Letter to Brian Curreri  
**Re:** Explanation of Accounting and Mr. Crifasi payment of unused vacation time
5. Carlstadt Borough Purchase Order  
**Re:** Sewer cleaning
6. Email to B. Curreri from 30 Commerce Road  
**Re:** Account update information
7. Universal Electric Motor Service  
**Re:** Quote for Jony Drive Pump #1
8. Letter from Merchants Alarm to B. Curreri  
**Re:** Jony Dr. & Barrell Avenue Savings Analysis
9. Email to B. Curreri from American Dream  
**Re:** Phoenix Land Corp. 245 Paterson Plank Road – New Owner
10. Email to B. Curreri from Unimac Graphics  
**Re:** Invoice Inquiry
11. Letter to CSA from State of New Jersey Department of Health  
**Re:** RTK not filed
12. Email to B. Curreri from R. Cedzidlo  
**Re:** Meadowlands Mills Escrow

13. Email to B. Curreri from Rosso Development  
**Re:** Revised invoice showing new balance

14. Email to B. Curreri from Munibilling  
**Re:** Credit card and online transfer payments

15. OPRA Request from Michael Newman  
**Re:** Seven sewer accounts

16. Barell Associates Invoice  
**Re:** Account #4670 account change from 2014

17. New Jersey State League of Municipalities Conference – November 16, 17, 18, 19, 2015

## **PROFESSIONAL REPORTS**

### **Richard Cedzidlo, Esq.**

Attorney, Richard Cedzidlo - stated that to date, no action had been made with closing out Escrow Account Mills (Chase Account). He will follow up.

### **Pat Carberry**

Engineer, Pat Carberry - reported on the following:

- Jony Drive flood hazard permit has been returned. Attorney R. Cedzidlo is required to file the permit with the County.
- Neglia received quote from Rapid Pump for the replacement of Altivar at Jony Drive. Main line power lost to station; equipment for pump #1 was damaged and off line. Mr. Curreri and Mr. Berliner are working on possibly receiving reimbursement from PSE&G.
- Neglia received quote from Universal in the amount of \$5,978.00 to rebuild, deliver and reinstall old pump #1 in the #2 slot and receive a quote to rebuild pump #2 and have it as a standby Notice to Proceed was approved.

## **NEW BUSINESS**

1. Bank balance \$2 million.
2. Mary Jane and Robyn to get together to update MSI.
3. Mr. Curreri discussed the alarm systems at Barrell and Jony to cancel Verizon Data lines which will save the CSA \$244.00 per month. We should receive last Verizon landline service invoice in June.
4. Mr. Curreri discussed Earthlink's line at Barrell which will be cancelled as soon as Merchant installs the new cellular alarm system. Savings is approximately \$83.00 per month.

5. Mr. Curreri discussed 2<sup>nd</sup> quarter collections. Currently at 83% collected. We are still receiving revised billing address and account numbers. As of meeting date, J.P. Morgan Chase account has not been billed for 2<sup>nd</sup> quarter. Mr. Curreri is working with Chase on the original connection fees. 2<sup>nd</sup> quarter invoices total \$249,054.28 (collected \$216,545.67).

### **PUBLIC SESSION**

Upon motion made by N. Rivera at 8:04 p.m., the meeting was open to the public. With no one wishing to be heard, the public session was closed at 8:05 p.m.

### **CLOSED SESSION**

Upon Motion made by N. Rivera, seconded by T. Davis, and unanimously passed on roll call vote, the Board went into Closed Session at 8:06 p.m.  
(5-0-0-0)

### **Action taken upon return to Public Meeting**

Board resumed meeting at 8:25 p.m., the Board discussed the new accounting system and the professional, up to date revised accounting and billing of monthly reports.

Mr. Davis made a motion to increase the Qualified Purchasing Agent's part-time salary *from* \$975.00 per month *to* \$1,250 per month effective June 1, 2015; seconded by Mr. DeSimone and unanimously passed on roll call vote. The QPA will also be responsible for the CSA website updates. Mr. Rivera will set up a meeting with Ms. Esposito to explain the process.  
(5-0-0-0)

### **ADJOURNMENT**

Upon motion made by T. Davis, seconded by N. Rivera, and unanimously passed on roll call vote, the meeting was adjourned at 8:37 pm.

Respectfully Submitted,