

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF OCTOBER 26, 2016

The Regular scheduled Monthly Board 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 Mr. R. Lahullier, called the regular scheduled October 26, 2016 meeting to order at 7:00 p.m. and initiated roll call. Vice Chairman Thomas Davis, presided.

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 regular scheduled meeting of the Carlstadt Sewerage Authority.

Upon roll call, the following were noted present:

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

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry; J. Farina and P. Garbarini; Purchasing Agent/Administrative Assistant, R. Esposito; D. Villano C3 Operator, and Lead Pump Operator N. Rivera.

PLEDGE TO THE FLAG

Led by Mr. Davis

Vice Chairman Mr. Davis moved a motion to have Executive Director Mr. Curreri preside over the meeting; seconded by Mr. C. Lahullier.

ON ROLL (5-0)

Mr. Curreri requested a motion to suspend the regular order of business due to the fact Mr. Farina and Mr. Garbarini are in attendance to review the 2017 Authority Budget and discuss any questions that the commissioners may have.

Mr. Davis made a motion to suspend the regular order of business for Mr. Farina and Mr. Garbarini to review the budget, seconded by Mr. Schettino.

ON ROLL (5-0)

Mr. Farina reviewed the budget starting with page N-1 through N-4. A discussion took place concerning user rate for 2017 due to the significant increase (over \$156,000.00) in BCUA charges from 2014 to the 2015 year. Mr. Farina was directed to schedule a meeting with Mr. Curreri within the next week to review the Authority's cost projections over the next few years to minimize any sudden increase in our user rates.

Mr. Davis made a motion to approve a meeting with Mr. Curreri, Mr. Farina, C-3 operator Mr. Villano and the Authorities bookkeeper to review the Authorities projected costs over the next three to five years; seconded by Mr. DeSimone.

ON ROLL (5-0)

Mr. Davis requested that Mr. Villano compose a letter, with the assistance of Mr. Curreri, to the BCUA for an explanation in the sudden steep increase of 23% in one year.

Mr. Garbarini commented on the current status of the Jony Drive pump station construction project. At this time we are not able to advertise for outside borrowing, bonding or borrowing through a state agency since we have already advertised the project twice and that the project is currently under attorney review.

Mr. Curreri asked for a motion to approve the preliminary budget as presented as Resolution # 16-31. Mr. Davis made a motion to accept resolution #16-31; seconded by Mr. C. Lahullier.

ON ROLL (5-0)

Mr. Curreri will send two copies of the preliminary budget, via certified mail, to the Department of Community Affairs on Thursday October 27, 2016. Mr. Garbarini's office will send copies via email. Mr. Curreri commented that Resolution #16-31 included the Rate hearing meeting for final adoption on December 21, 2016 at 6:00 pm. Mr. Curreri will review with Mr. Cedzidlo the public notice for the rate hearing which must be advertised prior to the meeting date.

The budget discussion ended at 7:47 p.m. Mr. Farina and Mr. Garbarini were excused from the meeting. Mr. Davis made a motion to return to the regular scheduled order of business; seconded Mr. Schettino.

ON ROLL (5-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting of October 26, 2016 meeting.

Mr. C. Lahullier made a motion to accept the minutes as presented; seconded by Mr. Schettino.

ON ROLL (5-0)

COMMUNICATIONS

Mr. Curreri presented for review and/or discussion the October 26, 2016 communications:

1. Mr. Curreri to Commissioners Connection Fee calculation for 2017 (3 Pages)
2. 4th Quarter invoice to BCUA \$206,933.00
3. Neglia Engineers to Mr. Cedzidlo Rebid Jony drive Documents
4. Mr. Cedzidlo to FTC Consulting OPRA request (2 Pages)
5. Carlstadt Borough monthly permits issued
6. NJSEA to CSA building bulk variance for warehouse space 55 Veterans Blvd. (2 Pages)
7. Mr. Villano response to Item #6
8. Mr. Curreri response to Mr. Assenheimer Borough of Carlstadt planning board secretary.
9. Neglia Engineers Will serve letter for 40 Kero Rd. (4 Pages)
10. BCUA Tier II user fees
11. Certificate of Insurance Able Tex
12. Certificate of Insurance Garbarini & Co
13. Final draft sent via registered mail to SNS Oriental Rugs (2 Pages)
14. JIF letter and brochure
15. Richard Quinn RFQ testing 2017 charges

PROFESSIONAL REPORTS

Richard Cedzidlo, Esq.

Attorney, Richard Cedzidlo commented on Item #13. The letter for cleaning the Lateral line from 455 Barell Ave was sent certified mail. Mr. Curreri commented that SNS had already contacted him this morning and that they were having the line televised today. Mr. Rivera was present during the televising of the line. The televising shows the same white substance that was clogging the Main sewer line in the lateral approximately 25' from the building.

Mr. Cedzidlo will compose a letter with the assistance of Mr. Rivera outlining the next steps that must be adhered to by the building owner Mr. Saiyd Nagim.

Mr. Cedzidlo presented the Board with Resolution #16-32 on the recommendation of Garbarini and Co. to remove the restriction of \$151,000.00 that was held as restricted since 1996. Mr. Cedzidlo reminded the board that Mr. Curreri brought to his attention the balance of approximately \$2,700.00 which is held in a separate Chase bank account last year that we have been carrying on the books. Mr. Cedzidlo and Mr. Curreri had met with Chase bank last year and Mr. Curreri has been in contact with the Chase Commercial Business branch in California numerous times with no conclusions reached.

Mr. Davis made a motion to approve Resolution #16-32 with a comment that the balance of approximately \$2700.00 held in and account at Chase Bank be turned over to the State as unclaimed; seconded by Mr. DeSimone.

ON ROLL (5-0)

Pat Carberry Neglia Engineers

Engineer, Pat Carberry presented to the Board the proposal for Jony Drive Pumping Station Improvements – Construction Management Services in the amount of \$82,585.00.

PAYMENT OF BILLS

Mr. Curreri presented the board with the October 2016 bills list Resolution #16-30. Mr. Schettino made the motion to pass resolution; seconded by Mr. DeSimone.

ON ROLL (5-0)

RESOLUTIONS

#16-29 League of Municipalities Convention – Mr. C. Lahullier made motion to approve; seconded by Mr. DeSimone.

ON ROLL (5-0)

#16-31 Introduction of the 2017 Authority Budget

#16-32 Release restricted assets

OLD BUSINESS

Mr. Curreri reported on 4th quarter 2016 invoices which were mailed out October 5. Collection to date total \$933,564.00. Total balance due \$122,000.00 of this amount 19 accounts are overdue as usual Kilroys, Tec Cast, Palsi are the majority.

Mr. Curreri renewed the CD with Lakeland for 6 months.

Mr. Villano and Mr. Curreri met with the Dr. Pepper and BCUA group concerning Tier II user charges the amount of water used by Dr. Pepper and what then enters the sanitary sewer differs by 20% between Dr. Pepper and the BCUA figures.

SNS Oriental Rugs on Barell Ave had the lateral televised just this afternoon Mr. Rivera was in attendance and has a digital copy of the lateral showing the same substance approximately 25' from the building connection. Mr. Curreri recommended that the Board authorize Mr. Cedzidlo to have SNS clean the line, then re-televiser to ensure the substance is washed out, also recommended that Mr. Rivera be present to assure flow in the main is not compromised. Mr. Davis moved that Mr. Cedzidlo, Mr. Rivera and Mr. Curreri revise a letter to SBS stating the same all members agreed.

Mr. Curreri informed board members attending the convention due to late notice he missed the online registration. Robyn issued a PO that has been signed and returned. Mr. Curreri will stop at the convention and register everyone Tuesday.

NEW BUSINESS

With a possible new connection of Sun Noodle Co. on Kero Rd pending, the CSA does not have a separate escrow account. A separate account is required for all fees charged to the authority for outside professional consultation and reviews of new service. Mr. Curreri has been in contact with Lakeland Bank of Carlstadt and currently in the process of opening a separate checking account for the sole purpose of escrow there are no set up or service charges to the authority since it will be added to our accounts currently held at Lakeland. Mr. Curreri will have all signature cards required for signature at the November meeting.

On October 19 Mr. Curreri received a call from John Lyons of the Carlstadt DPW in regards to a sewer backup on Commerce Road. Mr. Rivera, Mr. Curreri and Commissioner Davis responded. The DPW was already on the scene and had the jet Truck set up and running. The force main was jetted and cleared of the blockage Mr. Curreri inspected the inside of Vernon Display whom reported the backup and found no issue, we will be monitoring the manhole locations for any further backups and flow. We will attempt to have the DPW clean the line within the next few weeks during our regular twice monthly sewer cleanings.

Monday October 24, Mr. Curreri was notified by Rapid during the monthly inspection that the generator at Barell Ave would not start, Rapid is in the process of diagnosing the problem. During the process Mr. Curreri inquired about having a standby Generator with delivery, hookup and disconnect the cost would approximately be \$8,000.00 for a week to 10 days, Mr. Curreri then inquired about having a standby pump truck available on call for an emergency this could be done a lot cheaper \$800 to \$1,000 as needed. Rapid should have the part by Friday.

Mr. Curreri informed the Board that Mrs. Laura Carucci services have been requested and confirmed for our rate hearing on December 21, 2016.

Mr. Curreri reminded the Board of the November meeting date change, as advertised the November meeting will be held Tuesday November 22, 2016 due to the Thanksgiving Holiday. After tonight's bill list including the 4th quarter BCUA charges our asset balance is \$867,602.00.

PUBLIC SESSION

Upon motion made by Mr. Davis; seconded by Mr. Scettino at 8:36 p.m., the meeting was open to the public.

ON ROLL (5-0)

With no one wishing to be heard, Mr. DeSimone made a motion to close the public session; seconded by Mr. C. Lahullier, the public session was closed at 8:37p.m.

ON ROLL (5-0)

CLOSED SESSION

None Requested

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

None

ADJOURNMENT

Upon motion made by Mr. DeSimone; seconded by Mr. Craig Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 8:42 p.m.

Respectfully Submitted,