

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF OCTOBER 25, 2017

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 Davis called the regular scheduled October 25, 2017 meeting to order at 7:00 p.m. and initiated roll call. Chairman 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 22, 2017 and published by The Record on February 26, 2017 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:

T. Davis, Chairman
V. DeSimone Vice Chairman
C. Lahullier, Commissioner
T. Maloney, Secretary/Treasurer (alt)
B. Curreri, Executive Director

W. Roseman, Commissioner – arrived at 7:10 p.m.

Absent: J. Schettino, Commissioner

Also present were John Farina from Garbarini Co auditor, Engineer, P. Carberry; R. Cedzidlo Attorney; C-3 Operator N. Villano, Lead Pump Operator N. Rivera, and Purchasing Agent R. Esposito

Open Public Meeting Announcement

Read by Chairman Davis

PLEDGE TO THE FLAG

Led by Chairman Davis

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

(ON ROLL 4-0)

PUBLIC SESSION

Mr. Curreri requested that Chairman Davis suspend the regular order of business and open the meeting to the public as Mr. John Farina is in attendance to review the 2018 Authority Budget. Upon motion made by Chairman Davis; seconded by Mr. Lahullier at 7:02 p.m., the meeting was open to the public.

(ON ROLL 4-0)

Chairman Davis recognized Mr. Farina from Garbarini Co. John is here to present and discuss the introductory of the 2018 CSA preliminary budget.

Mr. Farina reviewed the budget appropriations and the utilization of surplus funds.

Commissioner Roseman discussed a rate increase of \$0.50 to offset the utilization of surplus funds and bring the 2018 preliminary budget closer to 0 balance offset. Mr. Farina expressed his concerns of a rate increase to lower the offset of utilizing surplus and Commissioner Maloney and Chairman Davis had concerns about an increase of 6%. After further discussion it was decided that with the increase of BCUA charges last year at 23% it was necessary to increase the rate in increments while still utilizing a portion of the surplus. Mr. Roseman initiated a motion to increase \$0.50 - 6%, the motion was held, and after further discussion Mr. Roseman revised his motion for a \$0.30 increase; Commissioner Lahullier seconded the motion. Chairman Davis commented that he would like to hold off and see the true BCUA charges for 2018 since all other appropriations are fixed.

(ON ROLL 4-1)

Mr. Curreri presented Resolution # 17-27 enclosed in the budget package.

Moved by Mr. Roseman; seconded by Mr. Lahullier.

(ON ROLL 5-0)

Mr. Curreri presented Resolution #17-28 connection fee and rate for 2018.

Moved by Mr. Roseman; seconded by Mr. DeSimone.

(ON ROLL 5-0)

The budget discussion ended at 7:44 p.m. Mr. Farina was excused from the meeting. With no other citizens wishing to be heard Chairman Davis made a motion to close the public session; seconded by Mr. Lahullier, the public session was closed at 7:45 p.m.

(ON ROLL 5-0)

Mr. Curreri will send two copies of the preliminary budget, via certified mail, to the Department of Community Affairs on Friday October 27, 2017. Mr. Garbarini's office will send copies via email. Mr. Curreri commented that Resolution #17-27 included the Rate hearing meeting for final adoption on December 20, 2017 at 6:00 pm. Mr. Curreri will advertise the public notice next week.

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting minutes of September 27, 2017. Mr. Maloney made a motion to accept the minutes as presented; seconded by Mr. Lahullier.

(ON ROLL 5-0)

COMMUNICATIONS

1. CSA to Dr. Pepper RE: Televising of Main Line (2 pages)
2. PSEG refund faulty Electric Meter
3. D. Villano Response to NJSEA 320 PP Road (2 pages)
4. Merchants Alarm Invoice repair at Jony Drive after float installation.
5. All American Sewer Service Work Order Saturday October 7 Dr. Pepper
6. Laura Carucci Confirmation for Stenographer December Rate hearing
7. State Of New Jersey Reminder 2018 Barell Ave Connection Permit.
8. Invoice for services Dr. Pepper October 7 extra manpower and cleaning Kero rd.
9. Resolution #17-28 Connection and rate fee 2018.
10. 4th Quarter 2017 BCUA invoice.
11. Resolution #17-26 NJLOM
12. Public Notice Rate hearing for December 20, 2017
13. BCUA TIER II Letter

ITEM #1 was discussed in detail. The letter was written with the Board's approval to expedite the monitoring. The work performed will be discussed with the Engineer's report. He has reviewed the written and video report and the thumb drive copy of the video had been sent to Mr. Corsey of Bowman consultants, the Engineer representing Dr. Pepper.

ITEM #8. Removed for discussion with Mr. Cedzidlo's report.

PROFESSIONAL REPORTS

Richard Cedzidlo Esq.

Mr. Cedzidlo discussed proposing the response to Dr. Pepper concerning the invoices for the site survey and the televising. Chairman Davis recommended that the letter include charges for TIER II usage starting in January of 2018. The Board agreed and authorized Mr. Cedzidlo to proceed.

Mr. Cedzidlo reminded Mr. Curreri to advertise the rate hearing under Public Notices for the December Rate Hearing.

(ON ROLL 5-0)

Pat Carberry Neglia Engineer

Mr. Carberry reported that he has been in communication with Tribeca engineer Frank Hall concerning the grease trap and sanitary line separation from the production. Mr. Curreri had the same discussion concerning any abatement. If Tribeca requests an abatement, all sanitary laterals must be metered. Tribeca agreed to continue with the installation of the grease trap and will continue to pay 100% of usage. Mr. Curreri will follow up with an e-mail to Tribeca.

Hampton Inn – there are 2 main issues:

1. The abatement from other property connections which Mr. Cedzidlo informed the Authority that it is the discretion of Hampton Inn's attorney to precede.
2. The capping of the existing 6" lateral to Paterson Plank Road will be performed at the sole cost to Hampton Inn. Mr. Iannelli has informed the Authority that they will use hydraulic fill of the line to get as close to the connection as possible. In discussions with Mr. Curreri it was recommended that no more than 30' from the connection be left open. The Board agreed. Mr. Curreri will contact Dewberry and Mr. Carberry to outline the proposal and request drawings and commitment from the Hampton Inn.

Mr. Carberry presented the Board with a review of the televised sewer inspection performed at Dr. Pepper on Saturday October 7, 2017. Mr. Curreri and Mr. Rivera were in attendance all day to ensure the correct lines on Commercial Ave and Kero Rd were televised properly. The video inspection revealed another lateral on the Dr. Pepper side of the main at 314.3' from the southwest of MH J-121 and J-122. Mr. Curreri has requested a copy of the site survey to identify all underground utilities which was performed by Dr. Pepper. Mr. Carberry will be in contact with Mr. Corsey to recommend the steps in identifying the connection. Mr. Cedzidlo's response letter will include the request to identify the lateral connection based on Mr. Carberry's review report.

COMMITTEE REPORTS

Nick Rivera discussed the installation of the new floats at Jony Drive. The installation was performed as intended however, when the installer tested the high water alarm it did not register. Merchants was called in and it was necessary to replace the keypad. The manhole inserts have been ordered and CSA can expect delivery within the next week or two.

One of the pumps at Jony drive is making a noise again. Quarterly maintenance is due and Mr. Rivera will check the amperage at each pump and adjust as necessary.

(ON ROLL 5-0)

PAYMENT OF BILLS

Mr. Curreri presented the Board with the October 2017 Bills List Resolution #17-29. Mr. Lahullier made a motion to approve resolution #17-29; seconded by Mr. DeSimone.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reported on 4th collections which were mailed out October 4, 2017. 45% of accounts have been collected as of today. CSA is still behind on two accounts. A final letter requesting payment prior to a tax lien will go out the last week of November.

NJLOM all registered. An expense report is requested as per federal guidelines outlined in Resolution #17-26 moved by Mr. Davis; seconded by Mr. Davis.

(ON ROLL 5-0).

Last month the Board discussed the continuation of the mid-monthly meetings after the summer. Mr. Curreri polled Board members for a discussion to continue with the meeting.

The Board welcomed the opportunity to extend the meetings discussion of communication and the dates of December 6 and November 8 were agreed upon. Mr. Curreri is authorized to publish a Public Notice for the meetings to start at 12:00 p.m.

NEW BUSINESS

Mr. Curreri presented the Escrow account balance spreadsheet. There are two outstanding invoices that will not be covered. Mr. Curreri is seeking the advice of the commissioners and the attorney for replenishment of the escrow fund to pay any outstanding professional fee invoices. The Board discussed the outstanding balance as per the Authority Rules and Regulations. Mr. Lahullier moved a motion to instruct Mr. Curreri to calculate any outstanding and further charges from the professionals then contact the respective escrow account for the amount of monies to cover all the fees prior to the completed project; seconded by Mr. DeSimone.

(ON ROLL 5-0)

On Saturday September 30, 2017 at approximately 2:00 p.m. Mr. Curreri responded to a sewer backup at 400 Commerce Road. Mr. Curreri contacted CPD and informed them that he would be responding. Upon arriving no one was at the location. Officer Rood responded and checked the building and property no one was present. Mr. Curreri and Officer Rood pulled the upstream (MH cover was stuck) and downstream MH covers and observed a clean steady flow between the lateral at 400 Commerce Rd. Mr. Curreri then contacted Blane of Russo Development and advised him that the lateral was blocked and had to be cleared from the clean out. Mr. Curreri sent Blane pictures of both manholes showing steady flow, the plumbing contractor arrived at 4:00 p.m. and the lateral was cleared and operating as intended at 6:21 p.m. CPD was notified by officer Rood that all was clear. Mr. Curreri thanked Officer Rood for his time and assistance. Mr. Curreri requested that Mr. Rivera contact the NJSEA to set up a time to jet clean the Commerce Road Line. Mr. Rivera and the NJSEA cleaned the Line Tuesday October 3 with no issues.

Mr. Curreri would like to remind the commissioners and professionals that our scheduled November meeting is Tuesday November 21st due to the Thanksgiving Holiday.

CLOSED SESSION

None requested.

ADJOURNMENT

Upon motion made by Mr. Maloney; seconded by Mr. Lahullier unanimously passed on roll call vote, the meeting was adjourned at 8:51 PM.

Respectfully Submitted,