

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF NOVEMBER 21, 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.

7:02 P.M. CALL OF ROLL

Chairman Davis called the regular scheduled November 21, 2017 meeting to order at 7:02 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 7:25 p.m.

Absent: J. Schettino, Commissioner

Also present were Engineer, P. Carberry; R. Cedzidlo Attorney; and Purchasing Agent R. Esposito

Open Public Meeting Announcement

Read by Chairman Davis

PLEDGE TO THE FLAG

Led by Chairman Davis

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

(ON ROLL 4-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting minutes of October 25, 2017. Mr. Davis made a motion to accept the minutes as presented; seconded by Mr. Lahullier.

(ON ROLL 4-0)

Executive Director Mr. Curreri asked for corrections, deletion or additions to the special meeting minutes of November 8, 2017 12:00 PM Commissioners meeting. Mr. Lahullier made a motion to accept the special meeting minutes of November 8, 2017 as presented; seconded by Mr. DeSimone.

(ON ROLL 4-0)

COMMUNICATIONS

1. DCA 2018 Budget required N-2
2. DCA 2018 Budget approved
3. Mr. Randy Worrell Engineer Yoo-Hoo (Meter Installation)
4. 2018 Approved Budget Cover
5. Neglia RE: Tribeca and BCUA connection to forced main at Gotham Pkwy. (2 pages)

ITEM #1 - was discussed in detail.

ITEM #3 - removed to be covered under Attorney and Engineer's report.

ITEM #5 - removed for discussion with Engineers report.

PROFESSIONAL REPORTS

Richard Cedzidlo Esq.

Mr. Cedzidlo presented the board with the response letter from Ms. Dalfanso, counsel for Motts Yoo-Hoo. Ms. Dalfanso is requesting a meeting.

Based on CSA's letter dated November 2, 2017 which outlines the requests of the CSA, the Engineer believes that a meeting will further delay any resolution to the ongoing fee structure that Yoo-Hoo estimates for quarterly payments. It is very clear and understood that Mr. Curreri and Neglia Engineering have uncovered two additional discharge sewer lines connected to the CSA main during the televising on Saturday October 7, 2017. All American alerted Mr. Curreri of the buried/covered Manhole on Yoo-Hoos property. Chairman Davis discussed proposing a response to Dr. Pepper concerning a meeting and the continuation of escrow to pay all costs incurred by the Authority. Mr. Cedzidlo is to advise Yoo-Hoo in writing that CSA is awaiting their site survey for underground utilities to compare findings as this was to have been completed by Yoo-Hoo by the end of October and to date we have yet to receive any findings.

(ON ROLL 4-0)

Pat Carberry Neglia Engineer

Mr. Carberry reported that he has received e-mails from Mr. Worrell representing Yoo-Hoo with reference to permits required for road openings and inspections through the borough and the CSA. Mr. Carberry responded that he should refer back to the original requests made of Mr. Arnold as he has the information concerning the required work to access all the discharge lines and meter the same.

Tribeca engineer Frank Hall has contacted Pat in regards to a forced main belonging to the BCUA. The BCUA representatives have stopped all work until new schematics are drawn up showing how Tribeca will go around the forced main. Tribeca is concerned that the forced main was not discovered until the BCUA got involved. Neglia does not have a drawing showing the forced main, only the BCUA does. Tribeca must submit revised plans to the BCUA describing how they will proceed around the forced main. The Board is concerned as to why the forced main is not shown on their plans and directed Mr. Curreri to assist Mr. Carberry in finding a plan that shows the forced main. If necessary, Mr. Curreri and/or Mr. Carberry are to contact the BCUA for a copy and have it for the December meeting. Mr. Carberry commented on the proposal to continue with the installation of the grease trap. Mr. Curreri was clear in his explanation that Tribeca will continue to pay 100% of usage until all discharge lines are metered.

COMMITTEE REPORTS

Mr. Curreri reported in absence of Mr. Rivera and discussed the installation of manhole seals for low lying manholes. We will start at the lower areas of Washington Ave. We are waiting to hear from the DPW on the installation date. Mr. Rivera has all the manholes marked and the work will be performed on a Saturday with Mr. Rivera in attendance. The Board agreed to have the DPW perform the installation since all the covers had to be lifted and the rims cleared then reset.

(ON ROLL 5-0)

PAYMENT OF BILLS

Mr. Curreri presented the Board with the November 2017 Bills List Resolution #17-30. Mr. Maloney moved the motion to approve resolution #17-30; seconded by Mr. Lahullier.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reported on 4th quarter collections; there is a current balance owed of \$40,000.00. Mr. Curreri has contacted the Borough tax collector to place 6 customers on the tax liens for December.

Mr. Curreri and MaryJane submitted a draft of revenues and expenses estimated to 2023. Maria Incremona from Garbarini and Company met with Mr. Curreri and Mary Jane on Monday November 20th to review the draft as she has the proper information. Ms. Incremona instructed us to continue the format and include one set with Pension Liabilities added and one without. Also to include a possible 700 to 900 k in restricted funds to complete the necessary repairs to Jony Drive. It is necessary for the CSA to have a reserve fund to cover 6 months of expenses. Mr. Curreri presented the commissioners with the engagement letter from Garbarini and Co. to perform the Rate Study with the assistance of Mr. Curreri and MaryJane not to exceed \$10,000.00. The Board approved the expenditure. Mr. Maloney moved a motion to have our Chairman sign the approved letter; seconded by Mr. Roseman.

(ON ROLL 5-0)

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)

Mr. Curreri received a call from the BCUA inspectors that the elevator at Jony Drive was not working and they had to shut the power. Mr. Curreri contacted Universal to inspect the elevator and submit a quote to replace the limit switches during the quarterly inspection, which is due for December. The Board authorized Mr. Curreri to have the elevator repaired.

Mr. Curreri reminded the commissioners that our next scheduled meeting is for December 6, 2017 at 12: 00 PM to review communications. Our budget and rate hearing has been advertised and is scheduled for December 20, 2017 at 6:00 p.m. The stenographer will be present.

PUBLIC SESSION

Upon motion made by Mr. DeSimone; seconded by Mr. Davis at 7:55 p.m., the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, Mr. Davis made a motion to close the public session; seconded by Mr. Lahullier, the public session was closed at 7:57 p.m.

(ON ROLL 5-0)

CLOSED SESSION

Requested by Chairman Davis at 8:02 pm seconded by Mr. Maloney

(ON ROLL 5-0)

At this time the public, Ms. Esposito, Mr. Carberry and Mr. Cedzidlo were dismissed.

The meeting resumed back to open session at 8:35 p.m.

ADJOURNMENT

Upon motion made by Mr. Maloney; seconded by Mr. Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,