

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REORGANIZATION AND REGULAR MEETING MINUTES OF FEBRUARY 28, 2018

The reorganization and 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 Reorganization/Regular scheduled February 28, 2018 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 Reorganization meeting followed by 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)
W. Roseman, Commissioner
B. Curreri, Executive Director

Also present were Engineer, P. Carberry; R. Cedzidlo Attorney; C-3 Operator N. Villano; N. Rivera Lead Pump Operator 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 Reorganization meeting; Mr. Lahullier moved the motion; seconded by Mr. Maloney.

(ON ROLL 5-0)

ITEM I – ELECTION OF OFFICERS 2018/2019

Mr. Curreri indicated that the election of officers was in order and asked for all officers to please vacate the respected chairs. Chairman Davis requested a motion to holdover the election of officers for 2018-2019 until the vacancy of the regular commissioner is appointed by Carlstadt's governing body; motion was seconded by Mr. DeSimone. Mr. Cedzidlo commented that it is appropriate at this time if the Board wants to wait until the vacant seat is appointed.

(ON ROLL 5-0)

Chairman Davis asked Mr. Curreri to provide the Resolutions for the Professional Appointments.

ITEM II – RESOLUTIONS

Mr. Curreri stated that he has prepared the necessary resolutions numbered 18-03 through 18-11 that affect the new operating year of March 1, 2018 through February 28, 2019 and offered same for adoption.

PRESENT RESOLUTIONS:

18-03 CSA Meeting Schedule 2018-2019 (On File) - to be Posted in Borough Hall
Offered By Mr. Lahullier; seconded by Mr. DeSimone

(ON ROLL 5-0)

18-04 Official Newspapers 2018-2019 (On File)
Offered by Mr. Davis; seconded By Mr. Roseman

(ON ROLL 5-0)

18-05 Bookkeeper 2108-2019 (On File)
Offered by Chairman Mr. Davis; seconded by Mr. Lahullier

(ON ROLL 5-0)

18-06 Pump Operators 2018-2019
Chairman Mr. Davis made a motion to table the appointment of hiring pump operators for 2018/2019 for further discussion, seconded by Mr. Maloney

(ON ROLL 5-0)

18-07 Attorney 2018-2019 (On File)
Offered by Chairman Mr. Davis: seconded by Mr. DeSimone

(ON ROLL 5-0)

18-08 Auditor 2018-20198 (On File)
Offered By Chairman Mr. Davis; seconded by Mr. Lahullier

(ON ROLL 5-0)

Following the appointment of engineering services for 2018-2019, Chairman Davis discussed the possibility of appointing a second engineer for special projects in the rare cases that a plan has to be reviewed due to a conflict. Mr. Cedzidlo advised the board that there are few options – 1. Reissue a RFQ for a certain purpose; 2. Advertise for a conflict engineer through the League of Municipalities or; 3. At any meeting make a motion for special engineering services at a not to exceed cost.

18-09 Engineer 2018-2019 (On File)
Offered by Mr. Lahullier; seconded by Mr. Maloney

(ON ROLL 5-0)

18-10 Licensed System Operator C-3 (On File)
Offered by Chairman Davis; seconded by Mr. Roseman

(ON ROLL 5-0)

18-11 Insurance Risk Manager 2018-2019 (On File)
Offered by, Mr. Lahullier; seconded by Mr. Maloney

(ON ROLL 5-0)

Chairman Davis thanked the professionals for their services for the prior year and is looking forward to working with them again.

ITEM III – REORGANIZATION ADJOURNMENT

With no other reorganization business at hand, Mr. Curreri requested a motion to adjourn the Reorganization Meeting at 7:27 pm and continue with the regular scheduled meeting; moved by Mr. Maloney: seconded by Mr. DeSimone.

(ON ROLL 5-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular scheduled meeting minutes of January 24, 2018. Mr. Maloney made a motion to accept the minutes as presented; seconded by Mr. DeSimone.

(ON ROLL 5-0)

Executive Director Mr. Curreri asked for corrections, deletion and/or additions to the special meeting minutes of January 10, 2018 12:00 p.m. Commissioners meeting. Mr. Lahullier made a motion to accept the special meeting minutes as presented; seconded by Mr. Maloney.

(ON ROLL 3-0-2)

COMMUNICATIONS

1. CSA to Carlstadt Volunteer Ambulance Corp
RE: Donation letter in memory of Commissioner Schettino
2. Physical Connection permit Barell Ave (\$200.00) E- Filed
3. State of New Jersey Business Registration Certificate (Filed)
4. Account 1760 to Mr. Rivera concerning 2018 billing (A,B&C)
5. V Foundation thanking the Board for Donation
RE: Memory of Mr. Gardella
6. R. Cedzidlo request of Commissioners to Dr. Pepper (A & B)
7. Mr. Curreri RE: Dr. Pepper escrow account shortage (A, B & C)
8. Escrow balance sheet (On file all invoices to date for board review)
9. PIA Insurance certificate

10. Olivia Schettino & Family Thank you
11. Neglia Invoice Tribeca (escrow balance sheet)
12. Richard Cedzidlo Esq. Copy request Joint meeting.
13. Michaels & Waldron application and escrow 320 PP Rd
14. Neglia Engineers receipt of plans hand delivered 320 PP Rd

ITEM #12 has been removed for discussion under professional reports.

PROFESSIONAL REPORTS

Richard Cedzidlo Esq.

Mr. Cedzidlo forwarded a copy of a letter dated February 6, 2018 from the Joint Meeting attorney Mr. Walter Slomienski to Mr. Curreri including enclosures. Mr. Cedzidlo requested that Mr. Curreri provide each board member with a completed copy for discussion (Communications item #12) at our regular scheduled next public meeting. Mr. Cedzidlo reviewed the communication concerning the BCUA takeover of the sewer lines owned and operated by the Joint Meeting of Carlstadt, East Rutherford and Rutherford. A discussion followed by the board concerning the boundary lines of the CSA and borough as it relates to the Joint meeting sewer lines.

Mr. Maloney discussed the escrow balance of Dr. Pepper. He raised a concern that we have outstanding invoices unpaid from the original survey of October 7, 2017, which was agreed to prior to any work commencing. The board authorized Mr. Cedzidlo to contact Ms. Dalfanso and request funds to be replenished to date. No further discussion shall continue until the issue is resolved. All board members agreed. Chairman Davis made a motion to authorize Mr. Cedzidlo to contact the respective attorney and resolve the issue; seconded by Mr. Maloney

(ON ROLL 5-0)

Pat Carberry Neglia Engineer

Mr. Carberry reviewed a conversation with Bowman Consulting Engineering regarding the Dr. Pepper 1st meter installation flow recommendations and also if any type of backflow preventer is necessary at the meter location. Mr. Carberry also explained, once again, that we must have a design for the second phase prior to any approvals of the first meter chamber.

Mr. Carberry reviewed the site map presented by 320 Paterson Plank Road LLC for the demolition and capping of the existing building and lateral sewer line. Mr. Carberry continued with describing the location for the new lateral and manhole for the new building. The owners estimated usage of

approximately 3500 GPD from a new 8 inch lateral directly to a water sealed manhole on the property. Mr. Carberry reviewed his response letter and following a discussion, Mr. Curreri suggested we have the existing 6 inch line televised from the building into the drop manhole located in the right of way of the Hampton Inn. Mr. Villano agreed and that we should work with the building engineers for a smooth connection and that the CSA looks forward to negotiating a reasonable solution for the new building connection. Mr. Villano recommended that Mr. Carberry contact Mr. Perry Frenzal of Michaels and Waldron Associates, the building Engineer, to discuss his response letter and request the televising and a other technical information required of the CSA so we may proceed with the approved plans.

COMMITTEE REPORTS

Mr. Rivera reviewed the monthly pump hour report. As per Chairman Davis's request, Mr. Rivera discussed his meeting with Parkline Steel Buildings in reference to replacing the original steel structure at Jony Drive. According to Parkline, it would have to be completed in three separate phases for the least amount of cost to by-pass the pumps. First the demolition phase followed by the building construction then Electrical finally the renewal of the dry well and wet well sides. Following further discussion Mr. Villano recommended that he and Pat get together to discuss our options utilizing a single general Contractor. The Board agreed and will wait for Mr. Villanos recommendations.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the February 2018 Bills List Resolution #18-12. Chairman Davis moved the motion to approve resolution #18-12; seconded by Mr. Maloney.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reviewed 1st quarter collections; we have collected 97% of quarterly invoices and 78% of yearly invoices. Mr. Rivera met with the steel pre fab contractor on January 24th which he covered in his report. Once again following the heavy rain of the weekend 2-13, the grinder at Barell Ave stopped. Mr. Rivera and Mr. Curreri responded after resetting the control numerous times. Instead of calling for service, Mr. Rivera and Mr. Curreri went down the wet well side and had to clear the debris, mostly cloth same as last time, following the heavy rain. They found what seemed like blue work shirts shredded into one corner of the grinder, they cleared the obstruction between puling the rags and debris out then reset the control.

The Authority has not received the BCUA bill for 2018 as of today. Mr. Curreri does expect it within the next week. Once received, Mr. Curreri will schedule a meeting with Garbarini and Co, MaryJane and Nick Villano to review the Tier II charges and our facility charge.

We are continuing working on the rate study.

Mr. Curreri reviewed the Tribeca Escrow account, there is a balance. Neglia's final invoice will be paid tonight. Mr. Curreri is requesting the Boards approval to close out the account for Tribeca and return all unused funds. Mr. Maloney made a motion to close the account seconded by Mr. DeSimone.

(ON ROLL 5-0)

NEW BUSINESS

Mr. Curreri reviewed Bravo media water reports. SUEZ has credited the account 72 ccfs of usage for 2017. After reviewing the invoices and calculating the new charges, Mr. Curreri contacted Pat of Bravo and he agreed with the revised charges for 2018 based on the credit of 2017.

Mr. Curreri completed the Escrow account for 320 Paterson Plank Road LLC for the construction of a warehouse behind Hampton Inn on the Old scientific Chemical property. The plans are still under review of Pat Carberry as reported. Mr. Carberry will contact the engineer of the project for follow up.

CSA's new NJ State Business License is framed and posted on the wall as directed.

Mr. Curreri Informed the Board that he scheduled the Elected officials training for our March 28, 2018 meeting to start at 6:00 PM it will not be necessary to re-advertise since we already changed the time in Resolution 18-03 passed tonight. Mr. Curreri will send a reminder to all commissioners the Monday prior to the meeting.

PUBLIC SESSION

Upon motion made by Chairman Davis; seconded by Mr. DeSimone at 8:22 p.m., the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, Mr. Maloney made a motion to close the public session; seconded by Mr. Lahullier, the public session was closed at 8:23 p.m.

(ON ROLL 5-0)

CLOSED SESSION

Requested by Chairman Davis at 8:25 pm to discuss employees seconded by Mr. DeSimone.

(ON ROLL 5-0)

At this time the public, Ms. Esposito, Mr. Carberry, Mr. Villano, Mr. Rivera and Mr. Cedzidlo were all dismissed and informed that it was not necessary for them to return.

The meeting resumed back to open session at 8:48 p.m.

Upon returning to open session Chairman Davis made a motion to un-table Resolution #18-06 Pump Operators for 2018-2019.

Chairman Davis moved a motion to hire three (3) Part Time Pump Operators. Chairman Davis recommended to rehire Mr. Ravettine, Mr. Lahullier recommend Mr. Montagna and Mr. Roseman recommended Mr. Fonseca; the motion was seconded by Mr. Maloney.

(ON ROLL 5-0)

ADJOURNMENT

Upon motion made by Chairman Davis; seconded by Mr. Maloney and unanimously passed on roll call vote, the meeting was adjourned at 8:52 PM.

Respectfully Submitted,