

CARLSTADT SEWERAGE AUTHORITY

REGULAR BOARD MEETING MINUTES OF APRIL 27, 2016

The Board Meeting of the Carlstadt Sewerage Authority of the Borough of Carlstadt was held at the CSA Office located at 429 Hackensack Street, Carlstadt, New Jersey.

Vice Chairman Rivera called the regular scheduled April 27, 2016 board meeting to order at 7:04 p.m. Executive Director Mr. Curreri initiated roll call.

MEMBERS PRESENT:

Messrs:

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
- C. Lahullier Alternate Commissioner
- B. Curreri, Executive Director

ALSO PRESENT:

Auditor John Farina, Attorney, M. Cedzidlo, Engineer, M. Berliner, Purchasing Agent/Administrative Assistant, R. Esposito, and C-3 Licensed Operator, D. Villano

MEMBERS ABSENT: N/A

OPEN PUBLIC MEETING ANNOUNCEMENT:

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 scheduled meeting of the Carlstadt Sewerage Authority.

Vice Chairman N. Rivera requested that Executive Director Mr. Curreri preside over the meeting.

PLEDGE OF ALLEGIANCE:

Led by Mr. Rivera

At this time Executive Director Mr. Curreri asked for a motion to sustain the normal course of business he asked that our auditor Mr. Farina to be present to review the 2015 audit.

On a motion by Mr. Rivera seconded by Mr. Davis.

ON ROLL (5-0)

Mr. Farina reviewed audit for 2015 with the board especially the recommendation section which he recommended that the Attorney prepare a resolution confirming the corrections to the State of New Jersey. In Mr. R Cedzidlos absence, Mr. M Cedzidlo will confer with Rich and Mr. Curreri on drafting the Resolution for Auditor and board approval. Mr. Curreri will try to have the Resolution prepared for the May meeting. It will be Resolution # 16-19

Regular scheduled meeting resumed at 7:26 p.m.

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the Regular Meeting Minutes of April 27, 2016 meeting.

Mr. Rivera made a motion to accept the Regular Meeting Minutes as presented seconded by Mr. Schettino.

ON ROLL (5-0)

COMMUNICATIONS

1. **BCUA:**
Community charges 2011 through 2015
2. **DCRP:**
Remittance Scott Judge 1st quarter 2016 (2 pages)
3. **Casa Payroll:**
NJ State Disability Insurance Payments to State of NJ
4. **Hampton Inn:**
Sewer backup April 8, 2016 (Work Order National Water Main)
5. **NJUA:**
CSA contact information
6. **NJSEA:**
Matheson Gas Company Condo Project
7. **Sewer Discharge:**
Pennsauken Sewer Authority (abatements)
8. **RTK:**
Right To Know Survey State of New Jersey (3 Sheets)
9. **Garbarini & Co:**
Invoice 2015 Field Audit
10. **Bay Crane:**
Vacating building 316 PPR (Behind Hampton Inn)
11. **Resolution #2016-118 Borough of Carlstadt**
Service Agreement Sewer Maintenance
12. **Pump Operation Hours:**
March 1st - April 1st 2016

Communication #6:

Mr. Davis requested we discuss the possibility of having Executive Director Mr. Curreri contact the NJSEA concerning all pending building applications and any items of concern that would affect the territory of the CSA. With the boards permission Mr. Curreri has been directed to discuss the matter with Mr. Cedzidlo when he returns from vacation.

PROFESSIONAL REPORTS

Attorney – Mr. Marty. Cedzidlo, Esq.

In the absence of R. Cedzidlo, Marty Cedzidlo (Rich's brother) in attendance to observed the meeting in Richards. At this time Mr. M. Cedzidlo reported progress and that Rich had no specific items to be discussed at this time.

Engineer –Mr. Berliner, Neglia Engineering

Mr. Berliner reported the following:

1. Credits, Irrigation:

Mike prepared a handout explaining the different ways that the CSA can present our customers that are requesting a reduction in gallons of water used that are not directly fed into our sanitary system. Mr. Berliner asked the board to review the items for discussion at the May scheduled meeting.

2. After the April 8th sewer backup at the Hampton Inn on Paterson Plank Road it was discovered through various files and original maps that Mr. Curreri discovered in a box that the lateral from the building to the main on Paterson Plank Road was to be installed as an * inch line prior to connection. During the cleaning and removal of the blockage it was discovered that the line going into the main is still only a 6 Inch line and the line from the building 8 inches. Mr. Berliner Recommends that Neglia perform a title search on all (4 properties) connected to the main.

Mr. Rivera, made a motion to allow Negla engineering to perform the 4 property title search including the Hampton Inn seconded by Mr. Davis

ON ROLL (5-0)

3. Jony Drive Pump Station:

Mr. Berliner was pleased to announce that the plans for Jony Drive pump house should be ready for review at May meeting and if there aren't any changes we should be ready for advertising bids hopefully have submissions for our June or July meeting.

PAYMENT OF BILLS

Mr. Curreri presented the April 2016 expenses as Resolution #16-18.
Motion moved by Mr. Rivera seconded by Mr. DeSimone

ON ROLL (5-0)

OLD BUSINESS

Mr. Curreri reported on payroll recommendation from CASA payroll services. Mr. Farina and our Book keeper Mrs. Ambrose are researching the CSA payments to the NJ state disability fund which the CSA is not registered in, according to our Authority Insurance Consultant we should be enrolled in a private plan. Mr. Curreri has a request into ADP for our 927 State tax forms from 2014 and 2015.

NEW BUSINESS

Mr. Curreri presented all Board members with a copy of the CSA Rules And Regulations from May 1998 and our latest By- Laws from 1994. Mr. Cedzidlo provided Mr. Curreri with these latest versions on May 10, 2016 while meeting with the Mr. Cedzidlo. Mr. Curreri requested all board members to review these two documents and within the next few meetings we will revise both the Rules and Regulations especially those that pertain to any service credits for our customers requesting a reduction in fees for water that is not discharged into our sanitary sewer system.

EX: Sprinkler, Building and Truck Washing. Also to review all By- Laws for revision.

OPEN PUBLIC MEETING

Upon motion made by N. River seconded by B. Lahullier at 8:18 PM, the meeting was open to the public.

ON ROLL (5-0)

With no citizens present to be heard during this portion of the agenda, at 8:20 PM Mr. Lahullier made a motion to continue with the regular meeting agenda, Seconded by Mr. Davis.

ON ROLL (5-0)

CLOSED SESSION

Closed session was requested by Mr. Davis and Mr. R. Lahullier at 8:20 PM to discuss personnel matters.

Upon motion made by Mr. Davis at 8:20 PM, seconded by Mr. R. Lahullier the meeting was in closed session.

ON ROLL (5-0)

At this time Mr. Berliner, Mr. Villano and Ms. Esposito are dismissed and advised that that they did not have to return. All board members and Attorney Mr. M Cedzidlo were present.

The board returned to public meeting at 8:39 PM.

RETURN TO PUBLIC MEETING

Upon returning to the open meeting at 8:39 PM it was decided by the Board that the position of Field Operations Manager should be filled starting June 1, 2016.

Mr. Davis made a motion that there currently is the need to reestablish this position that was created in 1997 and vacated in 2005 seconded by Mr. R Lahullier.

ON ROLL (5-0)

Mr. Davis made a motion that Mr. Nick Rivera be appointed the Field Operations Manager starting June 1, 2016 for a term of five years. Due to his vast knowledge of the CSA and workings of the Boro Mr. Rivera would be an asset to the position, motion was seconded by Mr. R Lahullier.

ON ROLL (5-0-1 ABSTAIN Mr. Rivera)

Mr. Lahullier made a motion to instruct Mr. Curreri to have Mr. Cedzidlo upon his return from vacation prepare the necessary Resolution #16-20 at the starting salary of \$75,000.00 per year and employee contract. Motion seconded by Mr. Desimone.

On ROLL (5-0) 1 Abstain Mr. Rivera.

ADJOURNMENT

With no other business coming before the Board Meeting on April 27, 2016, Mr. Lahullier made a motioned at 8:48PM. to adjourn the regular scheduled meeting seconded by Mr. Schettino.

ON ROLL (5-0)