

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF APRIL 25, 2018

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 DeSimone called the regular scheduled April 25, 2018 meeting to order at 7:00 p.m. and initiated roll call; Chairman DeSimone 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 28, 2018 and published by The Record on March 9, 2018 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:

V. DeSimone, Chairman
T. Maloney, Vice Chairman
T. Davis, Secretary
B. Curreri, Executive Director

Absent: C.Lahullier, (Commissioner)
S. Judge (Alt Commissioner)

Also present were: John Farina (Garbarini), Maryjane Ambrose, Engineer, P. Carberry; R. Cedzidlo Attorney; C-3 Operator N. Villano; N. Rivera Lead Pump Operator and Purchasing Agent R. Esposito

Commissioner W. Roseman (Arrived 7:22 p.m.)

Open Public Meeting Announcement

Read by Chairman DeSimone

PLEDGE TO THE FLAG

Led by Chairman DeSimone

At 7:04 p.m. Chairman DeSimone requested a motion to have Executive Director Mr. Curreri preside over the meeting; Mr. Davis moved the motion; seconded by Mr. Maloney

(ON ROLL 3 -0)

Executive Director Mr. Curreri requested a motion to suspend the normal order of business for our auditor John Farina to review the 2017 Annual Audit.

Mr. Davis moved the motion: seconded by Mr. Maloney

(ON ROLL 3-0)

Mr. Farina presented the board with a bound copy of the 2017 annual Audit prepared by Garbarini & Co. Mr. Farina explained the Audit wasn't ready for review at April meeting as he was waiting for the liabilities portion of the Authority responsibility to PERS.

Mr. Farina reviewed the audit following the audit review Mr. Farina reminded the commissioners that there are no audit recommendations required moving forward. Mr. Farina thanked Mr. Curreri and Ms. Ambrose for their time and cooperation in preparedness for the audit. As was the issue in 2016, we received the BCUA invoice that showed significant charges for TIER II. Commissioner Davis asked for an opinion on the roof repair at Jony Drive pump house since the roof has been leaking and is the original metal prefabricated roof panels the Authority is in the process of following up on quotes to replace the panels, would this be a Capitol expensed and if possible would we be able to have it replaced this year? Mr. Farina responded, yes since we have the Jony Drive pump house in the 2018 Budget listed for capital improvements we are able to move forward. Following Mr. Farinas review Mr. Curreri polled the commissioners if they had any questions on the audit review all commissioners replied in the affirmative. Mr. Curreri presented and read Resolution #18-19 Certification of 2017 Audit, Mr. Davis made a motion to approve Resolution #18-19; seconded by Chairman DeSimone.

(ON ROLL 4-0)

7:27 p.m. Executive Director Mr. Curreri asked if the commissioners are satisfied with the audit presentation with no exceptions at 7:27 PM Mr. Curreri recommended to dismiss Mr. Farina and Ms. Ambrose. Mr. Davis moved the motion seconded by Mr. DeSimone. Mr. Farina and Ms. Ambrose have been excused from the meeting.

(ON ROLL 4-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes of April 25, 2018. Mr. DeSimone made a motion to accept the minutes as presented; seconded by Mr. Maloney.

(ON ROLL 4-0)

COMMUNICATIONS

1. Garbarini Invoice Rate Study
2. Neglia Invoice March 2018
3. 1st Quarter Billing (2 Pages)
4. Universal Pump Stations Inspection Report (Nick Rivera) (2 Pages)
5. PERS Enrollment Transfer
6. BCUA Invoice 2nd quarter 2018
7. DCRP Increase Employer Pension payments
8. DCRP payment increase monthly
9. Resolution #18-16 NJWEA Convention
10. R. Cedzidlo (revision of service Charges 7 pages A-G)
11. Dr. Pepper 1st quarter 2018 invoice (2 Pages)
12. State of NJ Annual Business Report Filed paid via EFT (2 Pages)
13. Pump Hours Average flow vs Rainy day flow (Nick Rivera Old Business)
14. R. Cedzidlo RE: Garbarini & Co. 2017 Audit Response (2 Pages)

Item #2 removed as requested by Mr. Maloney to be discussed under professional reports.

Item #10 removed has been discussed under the Rate Study report.

PROFESSIONAL REPORTS

Richard Cedzidlo Esq.

Mr. Cedzidlo reported the obligation of the Authority under the rate study report. He has been authorized by the Commissioners to prepare the necessary documents.

Pat Carberry Neglia Engineer

Mr. Carberry discussed 320 Paterson Plank Road, LLC. The last communication was March 27, 2018 when he requested the applicant to possibly review alternative sewer connection instead of the existing private lateral, as of today he has not received any response.

Mr. Maloney asked Mr. Carberry if he is aware of any other outstanding invoices due from the Dr. Pepper meter installation project. At this time the outstanding balance of \$2,480.00 is due. Mr. Davis moved a motion to pay the outstanding balance and requested that Mr. Carberry discuss all future contact with the board prior to his response, Mr. Roseman seconded the motion.

(ON ROLL 5-0)

COMMITTEE REPORTS

Mr. Rivera reviewed the three quotes received for raising the manhole at Commercial Ave Cul-de-Sac in the ditch. After review the Board approved the lowest qualified vendor for repair. Mr. Davis moved the motion to have Mr. Curreri award the contract to Arena, Co. in an amount not to exceed \$2,200.00; seconded by Mr. Maloney.

(ON ROLL 5 -0)

Mr. Lahullier suggested that in the future Mr. Rivera prepare a grid map of the area to identify sections that require manhole repairs due to cracks or infiltration. It should be cheaper to bid if we can stay in the same area for a day of repairs. Mr. Rivera will work on a map and plans.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the April 2018 Bills List Resolution #18-15. Mr. Roseman moved the motion to approve Resolution #18-15; seconded by Mr. DeSimone.

(ON ROLL 5-0)

RESOLUTIONS

Mr. Curreri presented Resolution #18-16 NJWEA Convention Conference attendance by Commissioners Thomas Davis and Scott Judge. Mr. Lahullier moved to accept; seconded by Mr. DeSimone.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reviewed collections. To date 450,000 past due – 15,000 from 1st quarter.

Bally's convention reservations have been confirmed for Mr. Judge and Mr. Davis. Mr. Curreri reminded all members that the FDS statements are due by April 30, 2018.

NEW BUSINESS

Mr. Curreri reviewed escrow accounts. Dr. Pepper less amount was settled earlier under professional reports.

Mr. Curreri reminded the commissioners that we only allowed \$20,000 for manhole repairs in 2018 budget. We will see how the 2019 budget looks.

Mr. Davis questioned if the Jony Drive building committee has any information. We currently have only one quote to replace the prefabricated roof we are still searching for other suppliers in the area.

Mr. Curreri reported on the grinder at Barell Avenue. He and Mr. Rivera responded April 4th, 5th 6th they had to clear jam by hand then again on April 9 necessary to clean teeth. We will have to keep track of the stoppages then possibly think about a rebuild model or a new installation. Mr. Villano and Mr. Carberry suggested that the grinders should be rebuilt approximately every 5 years. This one has not had any rebuild except for the shaft pin in 2015 since its installation in 2003. April 11th, Universal performed the quarterly pump house inspections - report on file.

On April 16th heavy rain flooded the parking lot at Jony Drive. Mr. Rivera responded to high water alarm which read 10.5'. Mr. Rivera manually operated both pumps for approximately 4 hours until the level dropped.

PUBLIC SESSION

Upon motion made by Mr. Davis; seconded by Mr. DeSimone at 8:38 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. Maloney, the public session was closed at 8:39 p.m.

(ON ROLL 5 -0)

CLOSED SESSION

None Requested

ADJOURNMENT

Upon motion made by Mr. DeSimone; seconded by Mr. Davis and unanimously passed on roll call vote, the meeting was adjourned at 8:41 p.m.

Respectfully Submitted,