

**CARLSTADT SEWERAGE AUTHORITY**

**CARLSTADT, NEW JERSEY**

**REGULAR MEETING MINUTES OF JULY 27, 2016**

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**

Vice Chairman T. Davis, called the regular scheduled July 27, 2016 meeting to order at 7:00 p.m. Mr. Curreri initiated roll call. Vice Chairman Thomas 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 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 regular scheduled meeting of the Carlstadt Sewerage Authority.

Upon roll call, the following were noted present:

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

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry; Purchasing Agent/Administrative Assistant, R. Esposito, D. Villano C3 Operator and Lead Pump Operator N. Rivera.

**MEMBER/S ABSENT**

R. Lahullier, Chairman and J. Schettino, Commissioner.

**PLEDGE TO THE FLAG**

Led by Mr. Davis

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

ON ROLL (4-0)

## APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting of June 22, 2016 meeting.

Mr. Davis made a motion to accept the minutes as presented seconded by Mr. V. DeSimone.

ON ROLL (4-0)

## COMMUNICATIONS

Mr. Curreri presented for review and/or discussion the July 2016 communications:

1. B. Curreri to Commissioners  
Pump House hours Jony Dr pump #2 repaired less hours.
2. Neglia Engineers CSA Door Installation (3 pages)
3. B. Curreri Letter to Mayor and Council appointment of Board Members  
Authorized by Commissioners at June Meeting.
4. Newspaper  
Article RE commissioner salary.
5. DCRP Scott Judge pension contribution (separate from PERS)
6. DCRP Payment.
7. American dream Meadowlands Addition ( cover letter)  
The copy will be kept on file at the CSA office.
8. Carlstadt Mayor and Council Resolution #2016-193-A  
Appointing Craig Lahullier to the unexpired commissioner term and Thomas Maloney to the unexpired Alternate commissioner seats.
9. Request forwarded to the CSA from Carlstadt DPW manholes in front of  
100 Commerce Rd
10. Neglia engineers Invoice cleaning of sewer line Barell Ave. (2 pages)
11. Neglia Engineers Manhole cleaning Barell Ave.
12. (QUOTE) John Garcia Construction manhole repair 100 Commerce.
13. (QUOTE) Montana Construction manhole repair 100 Commerce.
14. (QUOTE) National Water Main Televiser sewer Barell Ave
15. (QUOTE) Accurate Waste Systems Televiser sewer Barell Ave.
16. (QUOTE) All American Sewer Televiser Barell Ave.
17. Mr. Curreri ( Bid Opening Jony Drive)

**Item #12 & #13** were removed from communications; will will require further discussion. Mr. Curreri received a third quote from Berta Paving Co.

## **PROFESSIONAL REPORTS**

### **Richard Cedzidlo, Esq.**

Attorney, Richard Cedzidlo –

Mr. Cedzidlo advised that, at Mr. Curreri's request, he spoke with the attorney for the planning board of the Borough. Mr. Curreri has been inquiring why the CSA receives requests for comments on variances from Zoning and Planning boards with-in the Borough that have no reference to the CSA jurisdiction. According to Planning Board attorney Mr. Allen, the board's secretary Chris Assenheimer added CSA as a representative of the Borough to be copied on all applications. Therefore, CSA must respond to all inquiries even if they are not in our jurisdiction. Also, it is the responsibility of the CSA's C-3 license operator to respond to all requests, even those that are out of our service area. Mr. Curreri should not be responding or signing off on any requests, as was done in the past by the Executive Director. CSA licensed operator Nick Villano should be responding to all request through the CSA. Mr. Villano the C-3 operator agreed and requested that Mr. Curreri forward all correspondence via email to him for review and comment.

Mr. Cedzidlo prepared (2) two resolutions the board requested at the June meeting: (1) to eliminate pump operator position from our organization chart and (2) review commissioner and pump operator salaries.

Resolution 16-23 the elimination of a pump operator was read out loud by Mr. Cedzidlo and a motion was made by Mr. Davis to adopt and seconded by Mr. C. Lahullier to adopt #16-23.

ON ROLL (4-0)

Resolution 16-24 review of salary guide was discussed on a motion by Mr. Davis Resolution #16-24 was tabled for further discussion seconded by Mr. C Lahullier.

ON ROLL (4-0)

Mr. Cedzidlo recommended amending our current By-Laws which were last revised in July of 1996. Mr. Cedzidlo recommended confirming the meeting times, revise special meeting section, incorporate that the authority will comply with all local ethics law and add a paragraph on absenteeism for meetings. The commissioners discussed the request and authorized Mr. Cedzidlo to work with Mr. Curreri for revisions. Mr. Curreri discussed the possibility of adding an abatement form to the By- Laws. Mr. Cedzidlo advised against it that the By-Laws cover meeting points of order and the abatement form or reduction in user charge for water not discharged into the sanitary system should be developed through a Resolution adopted by the authority separate of the By- Laws.

## **Pat Carberry**

Engineer, Pat Carberry - reported on the following:

Jony drive pump house: Mr. Carberry commented that Jony Drive Bids were received and opened at the CSA office by Mr. Curreri and Mr. Kaufman from Neglia Engineering on July 21, 2016 at 10:00 AM. A total of (6) six bids were submitted stamped and opened in the office for the Improvement. All bidders had representatives present when the bids were opened and announced. Mr. Kaufman took the bids back to Neglia Engineers office for review.

Mr. Carberry reviewed the bid amounts of the four (4) lowest bidders which all came within 9% of each other but also were much higher than the original expected bid. The lowest bidder Montana Construction was within 1% of the next lowest which Mr. Carberry explained that the four 4 lowest bidders all saw the same things in the bid package. Mr. Carberry recommended to the board that the bid be awarded to Montana being the lowest bidder although Neglia has worked with all the bidders in the past and found them all to be more than qualified to support the construction.

The board has concern as to why the bids came in over \$200,000.00 more than expected Mr. Carberry stated contingencies added \$92,000.00 and other requests from back in September of 2014 added to the additional cost over a two year period. Mr. Davis spoke about having an explanation on the bid process and why it exceeded the purposed amount by more than \$200,000.00? As mentioned, Mr. Carberry added contingencies and soil testing plus the addition by the past Executive Director and the timeline of almost two years since the specs were finalized. Mr. Villano commented that possibly we could remove the contingencies and lower the amount by \$92,000.00. He also added that any further costs overruns, fees could bring the total amount well over a million dollars.

Mr. Maloney discussed the possibility of rebidding the total project or revisiting the plan specs to bring the costs more in-line with the original proposed total cost of \$750,000.00. Discussion concerning rebidding that the bids could possibly be higher are a concern but we could possibly save money. If the bids come in much higher we will have to revisit the entire project. After discussing options of rebidding process and the minimal costs, Mr. Maloney made a motion to prepare for rebidding exactly as bid the first time, seconded Mr. Davis.

ON ROLL (4-0)

## **PAYMENT OF BILLS**

Mr. Curreri presented the board with the July 2016 bills list Resolution #16-25:

Mr. Davis requested Neglias invoice be pulled from the remitted checks and a separate check be issued to Door Hardware Company for installation of the new doors at Barell Ave Pump Station. Purchasing Agent R. Esposito will reissue checks to Neglia and the Door Hardware Company. Upon presenting resolution #16-25, Mr. Davis made the motion to pass resolution, seconded by Mr. C. Lahullier.

ON ROLL (4-0)

## **RESOLUTIONS**

#16-23 Elimination of Pump Operator position.

#16-24 New Commissioners and Pump Operators set salaries.

#16-25 Payment of July 2016 Bills.

## **OLD BUSINESS**

Mr. Curreri reported on collection for the Third quarter of 2016.

Third quarter billing was mailed out July 6, 2016. Collections to date for the year totaled \$619,000 including Yoo –Hoo 2<sup>nd</sup> quarter of \$37,000.00. Bank balance of \$1,260,000.00 after July bills list including the \$208,000 BCUA 2<sup>nd</sup> quarter charge.

Mr. Curreri discussed the revision of the By-Laws and with the assistance of Mr. Cedzidlo changes will be added for discussion at August meeting. Mr. Rivera was very helpful in setting up a word document for access to By-Laws on our computer system. Mr. Curreri would like to add the abatement procedure request through our By-Laws as it has been advised by our attorney that this should proceed by a separate Resolution adoption for the abatement policy only.

## **NEW BUSINESS**

Mr. Curreri reported that CSA's bookkeeper Mary-Jane was in the office for two days preparing audit reports for the 6 month compilation of 2016. Mary-Jane and Mr. Curreri had begun research on consumption for the first 6 months of 2016 to prepare for the 2017 budget. We have a scheduled meeting with John Farina from Garbarini and Co. and Mary-Jane to begin working on the authority's 2017 budget which is due for our October meeting.

Barell Ave sewer main was cleaned by the NJSEA on July 20, 2016 then televised by All American on July 21, 2016. Nick Rivera was on site for the cleaning and televising. We have a copy of the CD on file for the Boards review showing that the main from first Manhole at Washington Ave (start to the third manhole) were the drop occurs. The main lines shows no significant gaps or infiltration. While watching the televised live we noticed a buildup of a glue like substance almost

3/4 of the way down blocking a lateral line from the left side. At this point the camera was in front of 455 Barell Ave, also known as SNS Oriental Rugs. I went inside and asked if I could drop die tablets into the toilets and was granted permission. Nick and I dropped 4 tablets into a toilet when the die showed up on the video it confirmed that the substance that is causing the blockages and numerous cleanings at the drop manhole are definitely originating from the lateral connection at 455 Barell Ave. Upon further discussion and review of the written report and video supplied by all American Sewer, the board recommended that Mr. Cedzidlo prepare a letter to SNS Co to cease and desist from discarding any substance other than sewer waste into the sanitary system.

At this time, CSA will require further investigation for the cost of either cleaning the drop, lateral and Main or needing to dig up and replace the drop. Mr. Rivera and Mr. Curreri will solicit pricing and start with the cleaning of the drop at the manhole. Mr. Cedzidlo has been authorized to prepare the letter and research the accountability of the buildings tenant and Landlord to be responsible for all costs related to the cleaning and televising of the lateral and sewer drop. A motion was presented by Mr. Maloney and seconded by Mr. Davis to authorize Mr. Cedzidlo to start on the letter.

ON ROLL (4-0)

### **PUBLIC SESSION**

Upon motion made by Mr. Davis, seconded by Mr. C Lahullier at 8:40 p.m., the meeting was open to the public.

ON ROLL (4-0)

With no one wishing to be heard Mr. C Lahullier made a motion to close the public session seconded by Mr. Davis, the public session was closed at 8:41 p.m.

ON ROLL (4-0)

### **CLOSED SESSION**

Not Required

### **Action taken upon return to Public Meeting**

### **ADJOURNMENT**

Upon motion made by Mr. C. Lahullier, seconded by Mr. T Maloney, and unanimously passed on roll call vote, the meeting was adjourned at 8:42 pm.

Respectfully Submitted,