

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF JULY 26, 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.

7:00 P.M. CALL OF ROLL

Chairman Davis called the regular scheduled July 26, 2017 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 a regular scheduled meeting of the Carlstadt Sewerage Authority.

Upon roll call, the following were noted present:

T. Davis, Chairman
V. DeSimone Vice Chairman
J. Schettino, Commissioner
W. Roseman, Commissioner
C. Lahullier, Commissioner
T. Maloney, Secretary/Treasurer (alt)
B. Curreri, Executive Director

Absent: R. Cedzidlo Attorney

Also present were Engineer, P. Carberry; C-3 Operator N. Villano, Lead Pump Operator N. Rivera, and Purchasing Agent R. Esposito

Open Public Meeting Announcement

Read by Chairman Davis

PLEDGE TO THE FLAG

Led by Chairman Davis

At 7:05 p.m. Chairman Davis initiated a motion to suspend the regular order of business and introduce Mr. Frank Super of Hampton Inn; seconded by Mr. Lahullier.

ON ROLL (5-0)

Chairman Davis introduced Mr. Super to the board and asked him to proceed with his proposed sewer discharge connection for the new addition of 40 rooms extended to the existing hotel.

Mr. Super explained that they have already poured the foundation pad and stubbed out the utilities which will serve a 40 room addition to the existing hotel. Mr. Super requested permission to connect the sewer for the proposed addition to discharge through a new 8" sanitary sewer pipe that will run approximately 200 feet and connect into an existing CSA manhole located in the shoulder of Paterson Plank Road near the westerly driveway. Mr. Super further explained that it would be too costly for the Hampton Inn to replace the undersized 6" lateral located on the East side of the hotel which also ties in to the CSA's Paterson Plank Road 12" sewer. Incidentally, the referenced 6" lateral also serves two additional businesses that are north of the hotel site.

At this time, Mr. Patrick Carberry (CSA's Engineer) handed out the NEA Review Letter dated June 24, 2017 which denied Mr. Super's application for a new sewer connection on the basis that the application was incomplete. Mr. Davis asked Mr. Carberry to comment on the proposal. Mr. Carberry reviewed the NEA letter in detail explaining certain items on the basis for his denial recommendation.

The CSA's Consultants (C3 Operator Dominick Villano and Engineer Pat Carberry) discussed that the reason for denying the application is based on the fact that Mr. Super's proposal does not address the issue of the long standing problem created by the Hampton Inn back in 1997 when the hotel was initially constructed and tied their 8" discharge pipe into the existing 6" lateral that should have been upgraded to an 8". According to letters on file the existing 6" line extending to Paterson Plank Road should have been upgraded to an 8" line right after the Hotel was completed there is also mention of the 6" being jet cleared every 6 months by Hampton Inn until the upgrade is complete.

As a result, the Authority has incurred expenses due to blockages and it was necessary to clean and maintain the 6" lateral (which was recently determined by a Title Search performed by the Authorities Attorney Mr. Cedzidlo and paid for by the CSA which revealed that the 6" lateral is a private line and should not have been the Authorities responsibility.

Mr. Super described the addition underway to include 40 additional rooms and that he is requesting permission to connect the sewer discharge to a new lateral line that will run approximately 200 feet to the existing manhole at Paterson Plank Road. This is due to the fact that the current lateral on the East side of the hotel is a 6" lateral that runs 300 feet to Paterson Plank Road and has other businesses on the line, the CSA has paid to clear the line in the past. After further review the Executive Director discovered that in the original plans for the new hotel back in 1997 that the 6 inch would have to be upgraded to a new 8 inch line by the developer which has never been completed. The CSA Board did move to have its Attorney perform a title search last year to identify any easements within the sewer line none have been recorded.

Mr. Super continued that he has yet to see the original agreement and that Mr. Curreri did supply him with letters stating the 6" inch should be replaced. However Mr. Super stated he was not working for Calandra's at the time and is now in charge of completing the Hotel addition, he does not understand why he is being held responsible. While reviewing the maps during the 2015/2016 New Year's Eve backup, Mr. Curreri noticed it shows an 8" line but that Neglia and National water main clearly see a 6" line at the manhole Mr. Super then advised Mr. Curreri of the addition being built and that the plans have already been submitted and excepted by the NJEA and the town of Carlstadt building and plumbing departmnets. Mr. Super further recommended that they are willing to work with our engineer and his engineer to proceed with the new line and have some cost analogies performed.

Accordingly, CSA's Consultants recommended that the Hampton Inn extend the proposed 8" sanitary sewer from the proposed addition to a point further east that would reroute the discharge from the remainder of the hotel and the upstream properties through this new 8" line and the Hampton Inn would grant an internal easement that would serve all parties involved in accordance with the plan included in the NEA Review Letter, referenced as June 21, 2017 attachment.

Upon hearing both sides of the discussion, the Commissioners introduced a resolution that allows Hampton Inn a second connection into CSA's 12" main along Paterson Plank Road at a point near the westerly driveway of the hotel. This 8" sewer will further extend along the back of the hotel for approximately 200 feet east of the proposed addition to connect the existing 6" lateral and the existing 8" discharge pipe through this new sewer. The Hampton Inn must also disconnect the 6" lateral from the 12" main on Paterson Plank Road and abandon same.

The Commissioners all agreed that in lieu of the Hampton Inn disconnecting the 6" lateral from CSA's 12" main, the Authority will forgo any expenses incurred to clean the 6" lateral and to perform the Title Search.

Chairman Davis motioned; seconded by C. Lahullier to allow the Hampton Inn to proceed based on our discussion and have the Engineer, Mr. Villano and Mr. Cedzidlo prepare the necessary Resolution to allow Hampton Inn to continue with sewer construction as proposed in the resolution.

ON ROLL (5-0)

Mr. Curreri will speak with Mr. Villano tomorrow and Robyn will have a draft resolution for this Friday.

8:02 p.m. Chairman Davis moved a motion to have Executive Director Mr. Curreri preside over the meeting; seconded by Mr. Schettino.

ON ROLL (5-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the Regular Scheduled Meeting Minutes of June 14, 2017 as presented. Mr. Davis moved the motion; seconded by T. Maloney.

ON ROLL (3-0 -3 abstain)

Mr. Davis advised Mr. Maloney that he could vote as the alternate on the minutes, due to the fact that all other commissioners were absent from this meeting.

Executive Director Mr. Curreri asked for corrections or deletions to the Regular Scheduled Meeting Minutes of June 28, 2017 as presented. Mr. Davis moved the motion; seconded by C. Lahullier.

ON ROLL (2-0-3 abstain)

COMMUNICATIONS

1. Neglia Engineers RE: 2011 I&I study MH manual.
2. R. Cedzidlo to Dr. Pepper Site Survey Reimbursement.
3. Rapid Pump Quote for service Barrel Ave Generator.
Pump Express \$825.00/ Universal \$575.00
4. Hampton to CSA change of plans for new connection.
5. D. Villano RE: Hampton Inn Connection
6. Hampton Response
7. J-105 MH inspection report of 2011
8. J121 MH inspection report of 2011
9. Escrow account check (Hampton 2 pages a&b)
10. D. Villano Dr. Pepper missing MH and televising
11. P. Carberry Dr. Pepper Site Plan (2 pages a&b) P. Carberry
12. Sate of NJ 2016 Unemployment Computation
13. Rapid Ins Certification
14. Borough of Carlstadt Resolution Appointing Mr. Roseman
15. Maser Consultants Flood Hazard (D. Villano)
16. Master Consultant Flood Hazard (D. Villano)
17. Final bill Comcast
18. R. Esposito to B. Curreri equipment return to Comcast.
19. Quixote new tenant #6580 316 PP Road
20. B. Curreri Receipt of goods from CSA.
21. Lakeland Bank to BWC RE: Escrow accounts
22. PSEG Account change information (Robyn)

Items

Item # 4 and # 6 have been removed and discussed during the session with Mr. Super.
Item # #7, # 8, # 10 and 11 Mr. Curreri reviewed and asked to be removed and discussed further with Mr. Carberry's report.

PROFESSIONAL REPORTS

Richard Cedzidlo, Esq.

Richard Cedzidlo absent.

Pat Carberry Neglia Engineers

Mr. Carberry reminded the commissioners to hold on to the Hampton NEA Review Letter regarding the application submitted by Mr. Super from the Hampton Inn. Mr. Carberry will assist the Hampton engineer in acquiring the necessary permits and forms from the CSA rules and regulations. I am looking forward to resolving the connection issue and correcting the current situation.

Neglia engineer's survey team performed the site survey at the Dr. Pepper facility on Saturday July 8, 2017 (Mr. Curreri and Mr. Rivera were present with Mr. Dave Arnold the plant engineer of Dr. Pepper). Mr. Carberry provided the members with a sewer atlas of the surrounding area outlining the Dr. Pepper lateral connection as was previously explained to be toward the West Side of the building along the parking lot. During the survey the crew was unable to locate the next downstream manhole due to weed overgrowth. They returned the following Friday and uncovered said manhole #117. It was also discovered during the survey that there is a visible second service connection located in the front of the building. The second connection discharged directly to manhole J-121 the current source of this discharge appears to be directly connected to the Dr. Pepper building.

I have been in contact with Mr. Arnold and have requested that all drawings show points of sewerage discharge from the plant to the CSA sanitary sewer system. This way we can proceed to verify all points. At this time I do not recommend any meter installation at the original explained discharge point until we are certain of any other connections. Mr. Carberry inquired with the board how they wish to proceed at this time due to the fact that Yoo-Hoo/Dr. Pepper have not submitted any drawings or other documents showing any other points of discharge. Mr. Davis recommended that we have Mr. Cedzidlo and Mr. Carberry meet to discuss the procedure of identifying 1st the source of the newly discovered connection on Commercial Ave and if any other connections exist.

Mr. Davis entertained a motion to have Mr. Curreri contact Mr. Cedzidlo when he returns from vacation to authorize him and Mr. Carberry to compose a letter to Dr. Pepper. The letter shall state on how to identify all sources of discharge into our system and remind them of their fiduciary responsibility agreed to in the initial stages of the meter installation when it was presented that only the one discharge line existed; Mr. Lahullier seconded the motion.

(ON ROLL 5-0)

COMMITTEE REPORTS

While performing the quarterly meter amperage readings with our pump service Lead Pump Operator Mr. Rivera discovered that the High Water Alarm and Float bracket need replacement due to wear. Mr. Rivera received a quote from Universal for \$900.00. Mr. Davis initiated a motion to have Mr. Rivera solicit two other quotes and have the repairs completed by the lowest quote which shall not exceed \$900.00; seconded by Mr. Lahullier.

(ON ROLL 5-0)

Mr. Rivera presented the board with a graph detailing pump hours for a four (4) month period.

PAYMENT OF BILLS

Mr. Curreri presented the board with the July 2017 bills list Resolution #17-19. Chairman Davis made the motion to approve resolution #17-19; seconded by C. Lahullier.

(ON ROLL 4-0-1 abstain)

OLD BUSINESS

Mr. Curreri reported that the 3rd quarter billing was calculated, printed and mailed on July 6th and 7th for a total 3rd quarter billing of \$250,986.00.

Collections to date are \$693,050.00.

\$238,000.00 has been transferred to the operating account for July bills due to the 3rd quarter BCUA charges due.

Mr. Curreri requested that the board allow Mr. Villano to contact the BCUA regarding the 2018 charges to the CSA and to assist in preparing the 2018 Authority budget. Mary Jane was here on July 17-18 to start the 2018 budget. We have completed the expenditure side and will have the revenue calculated for discussion at our August meeting.

We have received estimates which range from \$10,000 to \$12,000 to repair the joints on Kero Road. Mr. Villano suggested that Mr. Rivera follow up with his inspections of manholes and keep a running total on repairs needed, then we can spec them all together and receive a much cheaper cost rather than piece it out one at a time. The board agreed with M. Villano's assessment and Mr. Rivera will log his inspections and findings for review as needed.

NEW BUSINESS

Garbarini's Auditor, John Farina, will be in the office with Mary Jane on Tuesdays in August to start on the 2017 six-month compilation, which will be completed for our August 23, 2017 regular meeting.

Neglia returned to Yoo-Hoo after the site survey to locate the southern Manhole, findings have been discussed in your mail packets.

July 10th Verizon installed our new internet and phone service which will result in a monthly savings of approximately \$70 - \$90.00.

Comcast service has been cancelled. Robyn contacted Comcast for the final bill and made arrangements to return their equipment which I will drop off in Jersey City.

Mr. Curreri received Hampton Inn's escrow check. Lakeland Bank required additional paperwork for deposit in the escrow account necessary for them to file a W-9 and Mr. Curreri to file an account update certifying the check number account and purpose for the escrow.

Mr. Curreri contacted Yoo-Hoo, Dr. Pepper and Mr. Carberry on a daily basis concerning the discovery of the lateral line connecting at Commercial Ave manhole discharging directly from their building. He is hopeful that with the assistance of Mr. Cedzidlo and Mr. Carberry they will identify all connections to our system from the plant.

Mr. Curreri received the original Yoo-Hoo building plans from the Borough. Neglia made copies and Bob Lemanewski from Yoo-Hoo reviewed the plans at the Authority office.

On Friday July 14th there was heavy rain during Mr. Rivera's pump house inspection. He notified me that the grinder at Barell Ave had stopped again, which is the second time in the past month. I responded with Nick and after numerous attempts to clear the jam Nick cleared what seemed to be a blue work shirt. I reset/reversed the grinder and it started to operate. I noticed that the Hot water tank was leaking at Barell Ave. I shut the water source and the breaker off. When Universal performs the Generator tune-up we will have them electrically disconnect it. I do not see the need to replace it at this time. If the board

wishes to have it repaired I will solicit quotes however; the Commissioners agreed that, at this time, it is not an emergency.

A new employee packet was prepared for new Commissioner William Roseman which included an application, W-2 form and the Immigration form I-9.

There is a new owner of 4 buildings at Barell Ave, a new tenant at 310 PP Road and 316 PP Road. I will update the account information to reflect same. I finally contacted the building owners of the two properties on Gotham Pkwy. Their main office is in Alexandria VA. The current information for billing changes have been updated and I was assured the outstanding balances will be paid.

The July 19th meeting with our JIF representative regarding our 2016 Workmen's Comp audit all went well.

I received a call from the contractor refurbishing the interior of 333 Starke Rd. He could not locate the sewer lateral. Nick Rivera responded and we reviewed the borough building permits for plumbing, no application for a new connection was requested. We will be following up in the future currently as there is no usage at the location.

Mr. Curreri responded to 600 Washington Ave after receiving a call from the property owner and the borough concerns of a water leak in the roadway on the West side of Washington Ave. Mr. Curreri responded and found the Suez water connection to be leaking from the street. Mr. Curreri contacted Suez and the building owner. As of today it has not been completed. I have called Suez to check on the status and it is on the list.

The BCUA informed Mr. Rivera of a broken lock on the Sub Hatch at Jony Drive. Nick responded the same day and purchased a replacement combination lock and set it with the same code.

We received a response from Chase Bank Commercial Dept concerning the ongoing saga of the infamous Mills escrow account. It will be closed off the books by Chases Legal Dept. In June 2018 the funds are scheduled to go to unclaimed.

Lastly, Burns and McDonnell Environmental Engineers have removed the holding tanks at the Conway trucking Co on Moonachie Ave and will not be dumping into our system as they have decided to truck the runoff off site.

PUBLIC SESSION

Upon motion made by W. Roseman; seconded by J. Schettino at 9:02 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 9:03 p.m.

(ON ROLL 5-0)

CLOSED SESSION

Requested by Chairman Davis at 9:05 p.m.; seconded by Mr. DeSimone.

(ON ROLL 5-0)

At this time the public, Mr. Villano, Ms. Esposito, Mr. Carberry and Mr. Rivera have been dismissed it will not be necessary for them to return.

The meeting resumed back to open session at 9:25PM

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

None.

ADJOURNMENT

Upon motion made by Mr. Lahullier; seconded by Mr. Roseman and unanimously passed on roll call vote, the meeting was adjourned at 9:27 p.m.

Respectfully Submitted,