

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF JULY 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 July 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
C. Lahullier, Commissioner
S. Judge, Alt. Commissioner
B. Curreri, Executive Director

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

W. Roseman, Commissioner – arrived at 7:04 p.m.
T. Davis, Secretary – arrived at 7:15 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. Lahullier moved the motion; second by Mr. Maloney.

(ON ROLL 4-0-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes of June 27, 2018. Mr. Maloney made a motion to accept the minutes as presented; second by Mr. DeSimone.

(ON ROLL 4-0-0)

COMMUNICATIONS

1. Parkline roof Jony Drive 4' overhang cover utility panel. Debris removal.
2. Commissioners letter request of Permits in the CSA jurisdiction.
3. R. Cedzidlo to Dr. Pepper letter requested from June 27, 2018 meeting (A-B)
4. E-Mail Dr. Pepper Ms. Dalfonso Meeting request
5. Dr. Pepper response to Mr. Cedzidlo letter.
6. Maria (Garbarini Co.) response to billing TIER II
7. W-9 information new property owners 3 buildings (accounts updated A-B)
8. Garbarini Invoice to date Rate Study
9. Dr. Pepper 2nd quarter usage (calculation review 1st & 2nd Quarter) (A-C)
10. Neglia commissioners requested monthly invoices. (review A-F)
11. Quotes Video inspection to locate buried MH (NR to review Neglia) (A-B)
12. Garbarini abatement criteria. (invoice A-B)

Item #1 – Mr. Curreri discussed the roof panel's replacement. Mr. Maloney made a motion to accept the quote received from Parkline in the amount of \$15,525; second by Scott Judge.

(ON ROLL 5-0-0)

Items #3, #4 and #5 removed to be discussed under Mr. Cedzidlo report.

Item # 12 - Mr. Maloney suggested that a committee be formed to modify and amend the rules and regulations of abatement criteria. Committee members to include Tom Maloney, Scott Judge, Brian Curreri, Maria Incremona, Pat Carberry, Richard Cedzidlo and Nick Villano. Mr. Curreri would like to add the Authority's Bookkeeper Maryjane Ambrose as she is familiar with the auditor's terminology and is very much aware of our past budgets.

Motion made by Mr. Maloney to appoint committee and professionals; second by Mr. Davis.

(ON ROLL 5-0-0)

PROFESSIONAL REPORTS

Richard Cedzidlo Esq.

Mr. Cedzidlo discussed Dr. Pepper's response to his letter regarding Tier II billing for 2019 and the unpaid portion of escrow funds.

As previously discussed, the CSA's rules and regulations and abatement procedures must be revised for clarification.

The Tier II rate will be based on the exact amount billed to the CSA for the actual user from the BCUA. To ensure that the Authority's billing is uniform for all users, including Tier I and Tier II, a facility charge will be assessed to the Tier II users based on usage.

To date, Yoo-hoo has not complied with correcting the deficiencies with the two meter installations. Mr. Villano commented that they have not been billed fare share based on self-reported flows. Mr. Maloney recommended a meeting by Mr. Cedzidlo to put it to rest.

Mr. Curreri has been authorized to coordinate a committee meeting to discuss the CSA's rules and regulations and the abatement procedures. Mr. Davis commented that this should be completed prior to our 2019 budget introduction in October. Mr. Davis wants the budget recommendation to be completed for the September 2018 meeting for inclusion into the 2019 budget introduction.

Pat Carberry Neglia Engineer

Mr. Carberry commented on 320 Paterson Plank Road. To date he has not received any new information regarding the demolition and connection of new lateral as requested.

Mr. Maloney requested information regarding the original grinder specifications and installation at Barell Ave. Mr. Curreri is also researching the Authority's options for replacement of the drive unit since only the in-line cutting assembly was replaced in January of 2015. Mr. Carberry gave Mr. Curreri a copy of the information that Neglia Engineers had on file for his review. Mr. Maloney asked Mr. Carberry to research the grinder size at Barell Ave. Mr. Villano commented that the grinders only come in certain sizes and the wet well channels are not manufactured to fit grinders so the closest fit is what is normally installed.

Mr. Carberry reviewed Yoo-Hoo correspondence for Mr. Cedzidlo review and letter.

COMMITTEE REPORTS

Nick Rivera – Discussed Communication Item 1 in more detail. Quotes were solicited for the replacement of the roof at Jony Drive. Only one vendor submitted a quote, Parkline in the amount of \$15,525.00. All other companies do not carry the specified roofing panels. They only wanted to reseal with a flat roof which was done about 7 years ago and never worked. Upon authorization it will take approximately 2.5 months to order the panels to specifications. Mr. Curreri and I will review if any permits for Jony Drive roof are required.

Arena Construction hoisted up the 16 MH covers from the dry well side at Barell Ave. Mr. Rivera will be working on locations for the installation of the Manhole cover inserts to be installed by the Carlstadt Department Public of Works. On Sunday July 22, 2018 Mr. Rivera inspected the west MH at Commercial Ave; the flow from JP Morgan was very heavy. Tomorrow he will meet with the NJSEA sewer truck to jet the mains at Starke, Commercial and Meadow lane for televising this Friday with All American to identify manholes that have not been indicated on the Neglia Maps. They are also not identified in the inflow & infiltration study completed back in 2010. Mr. Curreri contacted Poly Air and requested that the trailers be removed from the cul-de-sac at Meadow Lane. He was assured they would be relocated for Thursday and Friday.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the July 2018 Bills List Resolution #18-21. Mr. Maloney moved the motion to approve Resolution #18-21; second by Mr. Lahullier.

(ON ROLL 5-0-0)

RESOLUTIONS

N/A

OLD BUSINESS

Mr. Curreri reviewed collections: 3rd quarter billing has been mailed out July 3rd. 58% collection on third quarter collections with a bill due date of August 10.

Mills Chase Escrow account is still open. He was promised that it would be closed this July. He e-mailed chase bank of Arizona on July 18th. He will follow up if he does not hear from them prior to the August meeting.

Mr. Curreri reviewed the current spec sheet for the Barell Ave grinder project which is to replace the original hydraulic pump with a new direct mount electric 5HP motor. To date, I have received only one quote from Franklin Miller/Pumping Services. Still waiting on a quote from Clearwater. Will meet with Rapid this week or next. Also waiting on a time for Universal.

Mr. Curreri reported the new check valve for Jony Drive has been delivered and will be installed first thing Monday morning.

Mr. Curreri received an e-mail request from Mr. Pedoto of Yoo-Hoo on Thursday July 19th as to when he can expect a complete escrow accounting. Mr. Curreri responded on Friday July 19, 2018; copy on file.

NEW BUSINESS

Mr. Curreri discussed Garbarini, Inc. abatement procedures as described in the CSA's rules and Regulations. As discussed earlier, the Board approved a committee including Mr. Curreri and all the professionals to have the revisions prepared for the scheduled August Board Meeting to review and completed prior to the introduction of the 2019 budget.

Mr. Curreri reviewed the CSA 2019 budget which was prepared by him and MaryJane utilizing a \$9.00.00 per thousand usage rate. Mr. Curreri recommended that the CSA increase to \$8.75 and utilize surplus funds to balance the 2019 budget as this would equal a \$1.00.00 increase over the last three years. While the Authority's BCUA costs have increased over 30% without any usage increase since 1994, the operating expenses have been steady except for the BCUA charges. According to our rate study, prepared by the

auditors, the CSA should be at \$9.15-\$9.20 for 2019. Mr. Roseman recommended we stay with the rate as presented in the budget and utilize a cash reserve upon the passage of the TIER II structure. Mr. Lahullier commented if the BCUA charges decrease and the TIER II costs are covered, we can decrease the rate for 2020. Mr. Curreri commented on the usage reported from Suez for JP Morgan Chase bank compared to their flow. Mr. Villano recommended that Mr. Carberry research the meter to see what exactly is measured.

CSA Budget – Mr. Roseman made a motion for a \$9.00 per thousand Tier I rates presented for 2019; second by Mr. Lahullier.

(ON ROLL 4-1-0)

PUBLIC SESSION

Upon motion made by Mr. Maloney second by Mr. Davis at 8:27 p.m., the meeting was open to the public.

(ON ROLL 5-0-0)

With no one wishing to be heard, Mr. Lahullier made a motion to close the public session; second by Mr. Davis, the public session was closed at 8:28 p.m.

(ON ROLL 5-0-0)

CLOSED SESSION

At 8:30 p.m. Mr. Maloney made a motion for closed session to discuss budget concerning line items, personnel; Mr. DeSimone second the motion.

(ON ROLL 5-0-0)

At this time the public, Ms. Esposito, Mr. Carberry, Mr. Villano and Mr. Rivera have been dismissed and informed that it was not necessary for them to return. The meeting resumed back to open session at 8:55 p.m.

Upon returning to open session Chairman DeSimone confirmed the \$9.00.00 per thousand rate and the TIER II structure as calculated by our auditor based on the 2019 budget projections of operating expenses minus the BCUA charge.

Vice Chairman Maloney recommended a 3% salary increase for the Executive Director, 1.5% for the Lead pump operator and 1.5% for the purchasing agent; second by Mr. Roseman. Mr. Davis would like to amend the motion and add an additional \$50.00 per month for both the Attorney and License operator to the budget.

(ON ROLL 5-0-0)

ADJOURNMENT

Upon motion made by Mr. Roseman; second by Mr. Davis and unanimously passed on roll call vote, the meeting was adjourned at 9:07 p.m.

Respectfully Submitted,