

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF AUGUST 24, 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 August 24, 2016 meeting to order at 7:00 p.m. and 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
J. Schettino Commissioner
B. Curreri, Executive Director

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

MEMBER/S ABSENT

R. Lahullier, Chairman.

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 (5-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting of July 27, 2016 meeting.

Mr. C. Lahullier made a motion to accept the minutes as presented seconded by Mr. T. Maloney.

ON ROLL (5-0)

COMMUNICATIONS

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

1. Barrell Avenue Manhole
Two (2) quotes received: Drainbusters; Montana
2. Jony Drive Rebid
Advertised in the Record on Monday August 25, 2016
3. Carlstadt Borough Resolution #2016-193-A
4. Certified Mail Letter
Zoning Board Carlstadt Borough 545 Interstate Place (2 pages)
5. Dominick Villano
Response to request from Zoning Board Carlstadt Borough.
6. Carlstadt Borough
Carlstadt Construction office response to request for building permits.
7. Neglia Engineers
Return of Bid packages submitted for Jony Drive (6 pages)
8. Neglia Engineers
Bid Notice RE-BID Jony Drive. (2 pages)

9. BCUA
Requested BOD and TSS data for Tier II
10. Resolution
Abatement Procedures request (2 pages)

ITEM #1 removed from list for discussion:

Mr. Curreri recommended that we proceed with awarding the cleaning of the Barell Ave manhole drop to Drainbusters for a cost not to exceed \$1590.00. Mr. Villano and Mr. Carberry had reservations about the quote provided from Drainbusters since they are not familiar with the continuing issue of the clogged drop and main line. Mr. Curreri stated the difference of quotes from \$1600 to \$7100. Mr. Curreri recommended we contact Drainbusters to have reinsurance that that they will be able to break through the blockage drop. Mr. M. Neglia agreed that for a price not to exceed \$1600 it was worth the cost to award the cleaning/jetting to Drainbusters. Mr. Davis made a motion to have Mr. Curreri and Mr. Rivera contact Drainbuster to confirm their knowledge of the blockage to clean and chip away the material blocking the drop and if Drainbusters was confident that the blockage would be cleared then award the cleaning, the motion was seconded by Mr. C. Lahullier.

(ON ROLL 5-0)

ITEM #10 removed from the list for discussion under Professional reports for the Attorney:

PROFESSIONAL REPORTS

Richard Cedzidlo, Esq.

Attorney, Richard Cedzidlo –

Mr. Cedzidlo presented the Board with a Resolution to amend the previously Adopted Rules and Regulations for operation of the Carlstadt Sewerage Authority System “Abatement Percentage of Water Based Sewer Charges for Industries in the Carlstadt Sewerage Authority District”. For irrigation requests, based on the Calculation presented by Neglia Engineering, we should add the Irrigation abatement based on square footage per week. Mr. M. Neglia recommended any customer requesting an Abatement for other outdoor water uses when the waste water is not to be discarded into the sanitary sewer. It would be the sole responsibility of the customer requesting the abatement to purchase a metering device approved by the CSA. Mr. Villano will explore different meter options and costs for customers to purchase approved meters. Mr. Cedzidlo, Mr. Villano and Mr. Curreri will continue to research the Abatement procedure and Resolution with the proper forms attached for abatement procedure and requests. We still have to accept the procedure by Resolution.

Mr. Cedzidlo presented the board with a cease and desist letter for discharge into the sanitary sewer system from SNS Oriental Rugs located at 455 Barell Ave. This has been an ongoing issue for years which require regular cleanings of the main sewer line. Mr. Curreri and Nick Rivera had the line cleaned and televised last month. We saw the recorded video showing the blockage coming from the Lateral line connected at 455 Barell Ave. The blockage at the lateral was dye tested from a toilet inside the building of SNS. Mr. Carberry recommended the letter include a change in the 3rd paragraph stating any obstruction of flow. Mr. Davis recommended a time frame of 30 to 90 days for a response from SNS. Mr., Curreri wishes to be notified at least 48 hours in advance of the cleaning and televising of the sewer lateral and that A CSA representative must be present during both operations.

Mr. Cedzidlo will make all the necessary revisions and review the letter with Mr. Curreri prior to mailing. Mr. Davis raised a point of possible charges to the company for CSA monies already spent to rectify the blockage. After we receive reports from SNS, the board will discuss any possible actions against the building occupants and owner.

On a motion by Mr. Davis seconded by Mr. Schettino the board authorized Mr. Cedzidlo to proceed with the issuance and the recommended changes of the letter.

(ON ROLL 5-0)

Mr. Cedzidlo recommendation of amending our current By-Laws which were last revised in July 1996 are currently held over until full review by the Board.

Pat Carberry/ Michael Neglia Neglia Engineers

Engineer, Pat Carberry - reported on the Re-Bid of Jony Drive which has been advertised for bid opening September 23rd at 10:00 AM at the CSA offices. Ms. Esposito sent the bid advertisement to the newspaper and it was published on August 22, 2016, so far 3 bidders picked up packages. Mr. Carberry confirmed that any original bidders are not required to pay the copy fee.

Engineer M. Neglia discussed the procedure for sewer connections, sewer capped off from building demolition and new construction. All variances and building permits are issued by the borough building department, in the past Neglia or the CSA would not be informed of any Permits issued if a special variance or specific plan did not meet zoning requirements from the NJSEA. Moving forward from this day on Neglia Engineering will follow up with the Borough for all permits issues through the Building Department that effect the CSA territory. The Carlstadt building department will notify the CSA of all permits and applications on a monthly basis. If the CSA should become aware of any building demolition or construction, we are to notify Neglia offices immediately for inspection of permits. The Engineers of the CSA and the town do not necessarily receive notification to comment on all buildings unless there are special circumstance that require a professional opinion. Any Will Serve letters issued by Neglia will include a reference and Re-enforce the CSA Rules and Regulations.

SPECIAL COMMITTEE REPORTS

Mr. Villano discussed the Tier II charges that the BCUA calculated for the 2015 service year based on consumption reports. Due to the discrepancies in the Tier II user charges from the BCUA compared to our user charge of \$7.75 per 1,000 gallons, it would require the CSA to perform a rate study based on consumption from the Tier II users and all other users.

Mr Davis made a motion to have Mr. Curreri, Mr. Villano, Mr. Neglia and Mr. Farina meet and discuss a rate study for the 2017 budget year seconded by Mr. Maloney.

(ON-ROLL 5-0)

PAYMENT OF BILLS

Mr. Curreri presented the board with the August 2016 bills list Resolution #16-26:
Mr. Davis made the motion to pass resolution, seconded by Mr. J. Schettino.

(ON ROLL 5-0)

RESOLUTIONS

#16-26 Payment of August 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 \$796,515.83. There are currently 10 accounts past due.
Bank balance of \$1,264,000.00.

NEW BUSINESS

Mr. Curreri reported that CSA's Auditor and bookkeeper completed a Draft of the 6 month compilation up to June 30, 2016 a full copy will be bound and presented at our September meeting. The Draft includes the overpayment into the State Disability fund which according to our Auditor the employee portion .0004% must be returned to each employee a Purchase Order has been initiated by Robyn and MaryJane the PO will accompany a letter explaining the refund with a self-addressed envelope for return of a signed PO back to the authority for payment. The board requested that Mr. Curreri contact Garbarini and company to compose the refund letter if they cannot do it Mr. Curreri is permitted to consult with Mr. Cedzidlo and Mary Jane to compose letter.

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 & Co. and Mary-Jane to begin working on the authority's 2017 budget which is due for our October meeting.

For 6 month ended June 30, 2016 the Authority is operating in the red 66,000.00 with the 3rd quarter payment to the BCUA that number will increase to roughly \$130,000.00 in the red.

Mr. Curreri mentioned to the Board upcoming League of Municipalities Conference in November.

PUBLIC SESSION

Upon motion made by Mr. Davis, seconded by Mr. C Lahullier at 8:13 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 8:15 p.m.

ON ROLL (4-0)

CLOSED SESSION

Not Required

Action taken upon return to Public Meeting

None

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 8:16 pm.

Respectfully Submitted,