

**CARLSTADT SEWERAGE AUTHORITY**

**CARLSTADT, NEW JERSEY**

**REGULAR MEETING MINUTES OF NOVEMBER 22, 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 November 22, 2016 meeting to order at 7:00 p.m. and initiated roll call. Vice Chairman T. 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

Absent: R. Lahullier.

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry; Purchasing Agent/Administrative Assistant, R. Esposito

**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. C. Lahullier.

ON ROLL (5-0)

## **APPROVAL OF MINUTES**

Executive Director Mr. Curreri asked for corrections or deletions to the regular scheduled meeting of October 26, 2016 meeting.

Mr. Davis made a motion to accept the minutes as presented; seconded by Mr. C. Lahullier

ON ROLL (5-0)

## **COMMUNICATIONS**

Mr. Curreri presented for review and/or discussion the November 22, 2016 communications:

1. Preliminary Budget Letter 2017
2. Jony Drive Pump Station Improvements – Construction Management Services
3. Borough of Carlstadt Building Permits – October 2016
4. 2017 DEP Physical Connection Permit Renewal
5. Planning Board Applications
6. 2017 Draft CSA Meeting Schedule
7. 2017 Connection Fees & Rates

**ITEM #2** Removed to be discussed under the engineers report.

## **PROFESSIONAL REPORTS**

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

Attorney, Richard Cedzidlo reviewed the follow up letter regarding the sewer line at 455 Barell Avenue. Upon discussion and approval by the Board, Mr. Cedzidlo will certify mail the letter on Wednesday November 23, 2016.(Letter on file with account # 2670)

Mr. Cedzidlo discussed the proposed lease agreement submitted to the Authority by Mr. Gardella. Mr. Cedzidlo read to the Board an added Rider paragraph in connection with the five-year lease agreement. All Board members were in agreement with the Rider paragraph holding the Authority responsible for all unpaid lease terms if the CSA was ever dissolved by the municipality. Mr. Curreri will speak with Mr. Gardella regarding same. The board authorized Mr. Curreri to sign the new lease if the rider is agreed to.

### **Pat Carberry Neglia Engineers**

Engineer, Pat Carberry presented to the Board the proposal for Jony Drive Pumping Station Improvements – Construction Management Services in the amount of \$82,585.00. Majority of the associated costs will be shop drawings and technical operations questions, all costs concerning construction management will be time and material based on the

rates included in the proposal.

Mr. Carberry spoke about the contract still being held in attorney review subject to the availability of funds. Due to the October budget meeting with Garbarini & Co. present that the authority will not be able to fund the project from surplus funds. Upon discussion, the Board decided to reject all bids received for the Jony Drive Pumping Station Improvements due to insufficient funds. The lowest bid received by Montana Construction substantially exceeds the Authorities appropriation for the project of the original \$750,000.00.

Mr. C. Lahullier made a motion to reject all bids received due to financial constraints; seconded by Mr. Davis (Resolution 16-34) to be composed by Mr. Cedzidlo.

ON ROLL (5-0)

The board requested Mr. Curreri contact attorney Mr. Rogut and start the process of borrowing for the construction.

### **PAYMENT OF BILLS**

Mr. Curreri presented the board with the November 2016 bills list Resolution #16-33. Mr. Maloney made the motion to pass resolution; seconded by Mr. DeSimone.

ON ROLL (5-0)

### **OLD BUSINESS**

Collections year to date total \$1,067,000.00

Still outstanding for the year \$39,300.00

Barell Ave pump station generator has been repaired by Rapid it was the mother board, Mr. Curreri has not received an invoice for the repair.

October 27, 2016 the preliminary budget was certified mailed and emailed to Trenton.

Mr. Curreri presented to the Board members the letter written by Mr. Villano to BCUA Executive Director Robert Laux regarding the BCUA Sewer Service Charges. The board authorized Mr. Curreri to mail said letter on November 23, 2016.

### **NEW BUSINESS**

Mr. Curreri has opened the new separate escrow account with Lakeland Bank recommended by the attorney for any new business or construction within the Authority boundaries that would require an escrow account.

Mr. Villano and Mr. Curreri met yet again with Dr. Pepper group they have agreed to install a meter and chamber for flow into the sanitary system. Mr. Curreri has been in contact

with Dr. Pepper and Neglia engineers provided a metering company and the specifications on meter approval.

Mr. Curreri met with John Farina and MaryJane as requested by the board at the October meeting to review the Authorities 5 to 7 year CSA finances from 2011. Mr. Curreri presented to the Board with the CSA projections and previous use of surplus funds, in 2016 we had an unexpected cost increase of \$230,000.00 due to increase operating costs. It will be necessary to increase our user rate starting in 2017 to absorb a portion of the increase and decrease our use of surplus funds since we have been utilizing the surplus since 2011.

### **PUBLIC SESSION**

Upon motion made by Mr. DeSimone; seconded by Mr. Davis at 8:05 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. Maloney, the public session was closed at 8:06 p.m.

ON ROLL (5-0)

### **CLOSED SESSION**

Upon motion made by Mr. Davis; seconded by Mr. C. Lahullier at 8:07 p.m., the meeting went to closed session.

ON ROLL (5-0)

### **ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING**

Board resumed meeting at 8:25 pm. Upon a motion by Mr. Davis seconded by Mr. C. Lahullier the board agreed to reduce the yearly salary of Purchasing Agent/Secretary to its original \$975.00 per month based on 33 hours per month and that the position will no longer be responsible for the website since Mr. Rivera has been maintaining the site at no additional costs.

(ON-ROLL 5-0)

### **ADJOURNMENT**

Upon motion made by Mr. Maloney; seconded by Mr.C.Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 8:29 p.m.

Respectfully Submitted,