

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF June 26, 2019**

Chairman Maloney called the regular scheduled June 26, 2019 meeting to order at 7:01 P.M. and initiated roll call; Chairman Maloney presided.

Upon roll call, the following were noted present:

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

Also present were Auditor/Garbarini Maria Incremona, Engineer P. Carberry Neglia Co, Attorney R. Cedzidlo; C-3 Operator N. Villano, Lead Pump Operator N. Rivera and Purchasing Agent Robyn Esposito.

Chairman Maloney led all present in the pledge of Allegiance to the Flag.

Chairman Maloney:

- 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 and Herald News on March 15, 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.

At 7:03 p.m. Chairman Maloney requested a motion to have Executive Director Mr. Curreri preside over the meeting; Commissioner Judge moved the motion; seconded by Commissioner Davis.

(ON-ROLL 5-0)

Mr. Curreri requested to suspend the normal order of business to turn the meeting over to Ms. Incremona from Garbarini for review of the 2018 Audit. Motion moved by Mr. Lahullier seconded by Mr. Judge:

(ON ROLL 5-0)

Ms. Incremona reviewed the 2018 Audit booklet advising the commissioners of the Reviewed section for Findings and recommendations: management has clearly responded to the recommendations we have reviewed. When your total expenditures for budgetary purposes exceed the total adopted budget the authority must make the necessary adjustments. Ms. Incremona explained the tax form 2016 for certain government employees. Mr. Judge inquired about the organization chart why the Lead Pump

Operator was not separated, Mr. Curreri responded that the job title was under pump operators we can adjust the chart next year the job is in there.
Chairman Maloney made a motion to accept Resolution (R19-24) titled "Certification of 2018 Annual Audit"; seconded by Vice Chairman Judge.

(ON-ROLL 5-0)

All board members signed the Audit Review Certificate fully notarized.
The board was pleased with Ms. Incremona's review of the 2018 audit.
Ms. Incremona expressed her appreciation of the assistance by the Authority during the course of the Audit.
Mr. Curreri resumed the normal order of business.

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions of the Regular Minutes of May 22, 2019. Chairman Maloney moved to accept the minutes as presented; seconded by Mr. DeSimone.

(ON- ROLL 4-0-1)

Commissioner Lahullier abstained

COMMUNICATIONS

FYI: Garbarini - 2018 Audit Review

1. MEL, Safety Institute online courses as discussed by Frank Covelli
2. NJUI wage information sheet sent to NJUI (A-B)
3. Maria Incremona (Garbarini Co) Submission of audit date.
4. Mr. Cedzidlo Meeting with 320 PP RD. (A-B, RCD discussion)
5. Escrow account 320 PPRD (A-C)
6. RTK Survey Barell, Jony and Office Commissioners copy (Posted)

Item #5: Escrow balance due to Neglia Engineering; payment approved. Commissioner Davis stated that Neglia cannot continue to ask for additional funds while in the process of reviewing plans we should know from the start how much the prospective property should expect for a review. Mr. Davis made a motion to pay the additional \$340.00 Balance due to Neglia from the escrow account seconded by Mr. Lahullier.

(ON-ROLL 5-0)

PROFESSIONAL REPORTS

Mr. Cedzidlo Esq:

Discussed the meeting with 320 Paterson Plank Road, LLC. Representatives of 320 Paterson Plank road requests that a letter be sent to 316 and 310 PP Rd properties to agree with the new lateral connection Item #4 read and discussed. 320 PP RD is starting construction on the property Mr. Curreri inspected the first Manhole site layer of stone is in and the sealed prefab manholes are on site. We are still waiting for Hampton Inn to certify the connection with their Attorney as per our meeting of May 30, 2019 all parties agreed and Hamptons Attorney would draft the proposal.

Mr. Pat Carberry - Neglia Engineer:

Mr. Carberry continued with 320 PP Rd: nothing to discuss.

COMMITTEE REPORTS

None

PAYMENT OF BILLS

Mr. Curreri presented the Board with the June 26, 2019 Bills List Resolution #19-25. Chairman Maloney made a motion to approve resolution #19-25; seconded by Vice Chairman Judge.

(ON-ROLL 5-0)

OLD BUSINESS

3rd quarter bills will be run tomorrow and then mailed out by the end of the week.

One account that is past due from having no water meter from 2014 through 2018 has been Backbilled for usage as billed by Suez from 2014 – 2017. Mr. Curreri has contacted them 3 times with no response he is requesting that Mr. Cedzidlo to send a letter, board agreed to have Mr. Cedzidlo send a letter to collect past due bills. Mr. Curreri discussed the Job Descriptions all employees have been handed their respective Job Descriptions no one commented.

5-29-19 179 Commerce 2 cleanouts in the driveway have been repaired and sealed and the sump pump has been redirected to the street.

5-30-19 Mr. Curreri responded to 90 Triangle Blvd following Mr. Rivera's inspection they found open 6" lateral at the curb line building owner instructed to have the cleanout repaired and sealed Mr. Rivera will send form letter for cleanout repair. Mr. Curreri has been interviewed by special counsel on 6-21-19 we have not received any response.

NEW BUSINESS

Calandra was using well water for lawn sprinklers last year they had a separate meter installed for sprinkler use back in March 2018 our R&R does not have any abatements for sprinkler use that is why they had it on well water in the past. The only option would be to meter the sanitary line. Mr. Curreri will be meeting with special counsel Mr. Napolitano in the coming weeks to review our R&R he will discuss any abatement options.

Our RTK Right to Know survey has been submitted to the State of NJ.

PUBLIC SESSION

Upon motion made by Chairman Maloney; seconded by Commissioner Lahullier at 7:55 p.m., the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, Commissioner Lahullier made a motion to close the public session; seconded by Chairman Maloney, the public session was closed at 7:58 p.m.

(ON ROLL 5-0)

CLOSED SESSION

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Carlstadt Sewerage Authority hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. for the purpose of discussing one or more of the following subjects: personnel and or property.

Chairman Maloney requested a motion to move the meeting into closed session at 8:00 p.m. for the discussion of personnel matters/job descriptions for all full and part time employees. Chairman Maloney moved the motion; seconded by Mr. Lahullier.

(ON-ROLL 5-0)

At this time Mr. Villano, Mr. Carberry, Mr. Rivera, Ms. Esposito and any public have been excused for the remainder of the meeting.

At 8:30 P.M. Chairman Maloney moved a motion to return to the normal order of business; seconded by Mr. DeSimone.

(ON ROLL 5-0)

Following closed session:

All noted present: Chairman Maloney, Vice Chairman Judge, Sec/Treasurer DeSimone, Commissioner Davis, Commissioner Lahullier; R. Cedzidlo and Executive Director B. Curreri

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

None

ADJOURNMENT

Upon motion made by Chairman Maloney; seconded by Mr. DeSimone and unanimously passed on roll call vote, the meeting was adjourned at 8:32 p.m.

Respectfully Submitted,