

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF May 22, 2019**

Chairman Maloney called the regular scheduled May 22, 2019 meeting to order at 7:11 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
B. Curreri Executive Director

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

Absent: C. Lahullier Commissioner

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 7:13 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 4-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions of the Regular Minutes of April 24, 2019. Chairman Maloney moved to accept the minutes as presented; seconded by Mr. DeSimone.

(ON- ROLL 4-0)

COMMUNICATIONS

1. FEMA closeout signatures RCD
2. State of NJ DEP TWA approval 192 Paterson Plank Road (Hotel) forwarded to Borough Hall
3. GTBM quote emergency repair Battery Backup.
4. PERS Elections forwarded to PERS members (a-b)
5. Maria Garbarini & Company 2018 Audit
6. Carlstadt Building Department permits (a-b)
7. 450 Oehler Place new owners as of October 2018

PROFESSIONAL REPORTS

Mr. Cedzidlo Esq:

Confirmed Mr. Curreri's report as discussed in Item #1 Closeout on FEMA Report. Amount has been corrected and signed off.

The attorney for 320 Paterson Plank Road LLC has contacted Mr. Cedzidlo concerning connecting to the existing lateral line that services other adjacent properties. Mr. Cedzidlo followed up with Neglia's report.

Mr. Pat Carberry - Neglia Engineer:

Mr. Carberry discussed the latest schematic for Dr. Pepper's meter installation. Mr. Napolitano will continue with the installation approval.

320 Paterson Plank Road, LLC - Mr. Carberry reviewed the drawings with attached letter dated April 17, 2019. The owner shows the sewer lateral connection to the existing line, REDCOM wanted the CSA to hold responsibility over the Lateral that is not a CSA line. Mr. Carberry stated the lateral is owned by the property owners connected to it. Mr. Carberry has concerns and does not recommend the CSA to take any responsibility for the service lateral or accept any conceptual approval until all the parties involved have been notified and the Attorney for the CSA has reviewed all agreements.

A conference call was held on May 21, 2019 between Redcom, Mr. Carberry and Mr. Curreri. Redcom is now agreeing to continue with the original plan to connect via the new lateral installed by Hampton Inn to connect to their Hotel addition which was suggested back in February of 2018 by the CSA. Mr. Cedzidlo spoke with their attorney and both agreed that no action will be taken until the Engineer and the Board have an opportunity to review plans.

Mr. Davis recommended a meeting be scheduled with Redcom, Neglia, CSA, Hampton Inn, attorneys and or engineers involved within the next week. Commissioner Davis motioned for Mr. Curreri to

contact everyone to deliberate a conditional approval. Mr. Curreri, Mr. Cedzidlo, Mr. Villano and Mr. Carberry are authorized to grant the approval based on the meeting, motion seconded by Chairman Maloney.

(ON ROLL 4-0)

COMMITTEE REPORTS

NJSEA with Mr. Rivera jetted the main line behind Carnegie Deli and found grease buildup. Mr. Rivera contacted Carnegie Deli to have the lateral jetted and grease tank inspected.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the May 22, 2019 Bills List Resolution #19-23. Commissioner Davis made a motion to approve resolution #19-23; seconded by Mr. DeSimone.

(ON-ROLL 4-0)

OLD BUSINESS

Commissioner Davis made a motion for Mr. Curreri to purchase a recorder for the recording of business meetings; seconded by Mr. DeSimone.

(ON- ROLL 4-0)

Mr. Curreri reviewed the existing broken cleanout at 179 Commerce Road and has been in contact with the building owner. All repairs will be completed following the Memorial Day Holiday. The sump pump from the rear of the building has been redirected to the curb line instead of the driveway. Upon inspection of Barell Avenue Mr. Curreri found the sump pump not working. Rapid was called and responded. It was necessary to disconnect and clear the backflow valve.

NEW BUSINESS

The computer UPS system (battery Backup died). Mr. Curreri reported it to GTMB and a replacement has been ordered should be in this week.

Garbarini and Company is still waiting for the GASB numbers for our PERS liability to complete the 2018 Audit. The state has given a waiver for the due date because the PERS has not been published.

As requested by the Commissioners at the April 24, 2019 meeting, Mr. Curreri composed a draft of all Job Descriptions. Labor Attorney Mr. Abramson reviewed the descriptions and revised each one for final adoption. Chairman Maloney requested that the review of all job descriptions be moved into closed session. Mr. Curreri commented that the draft summary contained language that should be revised in our employee handbook as explained by the Labor attorney.

Mr. Cedzidlo also recommended that the attorney should review the next employee handbook for proper language. Commissioner Davis made a motion authorizing Mr. Cedzidlo to review the Employee Handbook and contact the Labor Attorney if necessary; seconded by Chairman Maloney.

(ON ROLL 4-0)

PUBLIC SESSION

Upon motion made by Commissioner Davis; seconded by Chairman Maloney at 8:18 p.m., the meeting was open to the public.

(ON ROLL 4-0)

With no one wishing to be heard, Mr. DeSimone made a motion to close the public session; seconded by Chairman Maloney, the public session was closed at 8:19 p.m.

(ON ROLL 4-0)

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 8:21 P.M. for the discussion of personnel matters/job descriptions for all full and part time employees. Commissioner Davis moved the motion; seconded by Chairman Maloney

(ON-ROLL 4-0)

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

At 8:45 P.M. Commissioner Davis moved a motion to return to the normal order of business; seconded by Chairman Maloney.

(ON ROLL 4-0)

Following closed session:

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

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

Upon return to the open meeting, Mr. Cedzidlo advised the Board to retain a separate Labor Attorney for the investigation of the employee complaint. Chairman Maloney moved a motion to have Mr. Cedzidlo contact 2 attorneys and review their qualifications. Mr. Cedzidlo is authorized to hire the attorney on the Boards behalf and will notify Mr. Curreri. Motion seconded by Mr. DeSimone.

(ON ROLL 4-0)

Commissioner Davis motioned that the Board except all revised Job Descriptions as presented by our Labor Attorney; motion seconded by Vice Chairman Mr. Judge.

(ON ROLL 4-0)

ADJOURNMENT

Upon motion made by Chairman Maloney; seconded by Commissioner Davis and unanimously passed on roll call vote, the meeting was adjourned at 8:50 p.m.

Respectfully Submitted,