

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF FEBRUARY 27, 2019**

Chairman DeSimone called the regular scheduled re-organization February 27, 2019 meeting to order at 7:01 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
T. Davis Secretary
S. Judge Commissioner
C. Lahullier Commissioner (absent)

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

Mr. Curreri requested that Mr. DeSimone open the scheduled re-organization meeting for 2019/2020 and lead those present in the reciting Pledge of Allegiance.

Mr. Curreri advised the Board of Commissioners that he had received from the Borough Clerk's Office, the Mayor & Council's Resolution #2019-73 dated February 19, 2019 appointing Mr. Judge as a CSA Commissioner for a five (5) year term, effective February 1, 2019 (copy included in your mail packet). Mr. Judge is therefore, eligible for nomination during the election of new officers for the 2019-2020 year.

ITEM I – ELECTION OF OFFICERS – 2019/2020

Mr. Curreri stated, "at this time 7:05 p.m., all officers are to please vacate your respected chairs to continue with the scheduled reorganization meeting and the election of officers for the operating year of 2019/2020". All officers complied, and all chairs were vacated. Mr. Curreri asked for nomination for Chairman.

Mr. Davis nominated Mr. Maloney (then recited the By-Laws verbatim to remind all members of their respected duties); second by Mr. DeSimone. With no other nominations for Chairman voiced, Mr. Curreri advised the Board to close the nomination. Mr. Davis made a motion to close the nominations for Chairman and initiate a vote; second by Mr. DeSimone.

ON ROLL (3-0-1)

Mr. Curreri asked for nomination of Vice Chairman. Mr. Davis nominated Mr. Judge as Vice Chairman; second by Mr. DeSimone. With no other nominations for Vice Chairman voiced, Mr. Davis made a motion to close the nominations for Vice Chairman and initiate a vote; second by Mr. DeSimone.

ON ROLL (3-0-1)

Mr. Curreri asked for nominations for Secretary/Treasurer. Mr. Maloney nominated Mr. DeSimone as the Secretary/Treasurer; second by Mr. Davis. With no other nominations for Secretary/Treasurer voiced, Mr. Maloney made a motion to close the nominations for Secretary/Treasurer and initiate a vote; second by Mr. Davis.

ON ROLL (3-0-1)

With the election of officers for the period of February 27, 2019 through February 26, 2020 completed, Mr. Maloney made a motion to close the officer nominations; second by Mr. DeSimone.

ON ROLL (4-0)

ITEM II – RESOLUTIONS

Mr. Curreri prepared Resolutions numbered 19-03 through 19-11 which affect the new operating year of February 28, 2019 through February 26, 2020. Mr. Curreri recited and offered the same for adoption.

PRESENT RESOLUTIONS:

19-03 CSA Meeting Schedule 2019-2020 (On File Posted)
Offered by Mr. Davis; second by Mr. T Maloney

ON ROLL (4-0)

19-04 Official Newspapers 2019-2020 (On File)
Offered by Mr. Davis; second by Mr. Maloney

ON ROLL (4-0)

19-05 Bookkeeper (On File)
Offered by Mr. Davis; second by Mr. Maloney.

ON ROLL (4-0)

19-06 Pump Operators 2019-2020 (On File)
Offered by Mr. Davis; second by Mr. Maloney

ON ROLL (4-0)

19-07 Attorney 2019-2020 (On File)
Offered by Mr. Maloney; second by Mr. Davis

ON ROLL (4-0)

19-08 Auditor 2019-2020 (On File)
Offered by Mr. Maloney; second by Mr. Judge.

Mr. Curreri was concerned with appointing a new auditor because CSA's existing agreement with the Garbarini is responsible for the 2018 Audit preparation. Mr. Cedzidlo recommended that the new auditor be notified that their contract will commence with the 2020 budget and then follow up with their agreement for the 2019 Budget and 2019 Audit. Mr. Maloney requested Mr. Curreri to contact the Auditors for clarification and if any issues arise contact Mr. Cedzidlo.

ON ROLL (3-1)

19-09 Engineer 2019-2020 (On File)
Offered by Mr. Maloney; second by Mr. Davis

ON ROLL (5-0)

Mr. Davis would like another Resolution to include the hiring of Special Engineer when the CSA requires other opinions. The Board agreed and authorized Mr. Cedzidlo to draft the required resolution to include the need for a Special Engineer.

19-10 Licensed Collection System Operator 2019-2020 (On File)
Offered by Mr. Maloney; second by Mr. Davis

ON ROLL (4-0)

Mr. Davis requested that upon Mr. Villano's appointment, he propose an hourly rate to review plans as needed by the authority. This rate is separate and in addition to Mr. Villano's normal duties as the Collection Licensed Operator.

19-11 Insurance Risk Manager 2019-2020 (On File)
Offered by, Mr. Maloney; second by Mr. Davis.

ON ROLL (5-0)

The Commissioners thanked the professionals for their services.

At this time, Mr. Maloney requested from all professionals, that all costs related to services performed outside the normal course of business are to be discussed and the commissioners are to be notified prior to the scheduled monthly meeting. All members agreed with Mr. Maloney's recommendation.

ITEM III – ADJOURNMENT OF REORGANIZATION MEETING

With no other reorganization business at hand, Mr. Maloney made the motion to adjourn the Reorganization/Sine Die Meeting at 7:41p.m. and continue with the regular scheduled meeting; second by Mr. DeSimone.

ON ROLL (4-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular scheduled meeting minutes of January 23, 2019. Mr. Davis made a motion to accept the minutes as presented; second by Mr. Maloney.

ON ROLL (4-0)

COMMUNICATIONS

1. Donation Letter Gumbman Family
2. NJDEP On-line Connection Permit B. Curreri. (A, B)
3. Special Meeting Notice
4. Dr. Pepper letter for TIER II
5. PIA recommendation for Certificate of Insurance
6. Neglia Invoice 192 PP RD (A-B)
7. Dr. Pepper 4th quarter 2018 payment usage
8. Pat Carberry to Hartz Mountain

PROFESSIONAL REPORTS

Mr. Cedzidlo Esq.:

Mr. Cedzidlo thanked the Board for their support over the past year and is looking forward to another year. Mr. Cedzidlo will forward the necessary draft resolutions to Mr. Curreri.

Mr. Pat Carberry Neglia Engineer:

Mr. Carberry thanked the Board for their confidence and support.

Mr. Carberry discussed correspondence received from Hartz Mountain dated February 21, 2019 concerning the preliminary pipe realignment of a CSA main sewer line on their property. Mr. Carberry informed Mr. Kalfas that the CSA Board must authorize his firm to perform a review of submitted drawings and designs and an escrow account will be required.

Mr. Curreri provided Boswell Engineer the CSA line maps that they reviewed at the office. These are the same as McBride reviewed last year. Mr. Carberry directed them to the CSA Rules and Regulations concerning sewer design. Mr. Davis commented that he doesn't understand why Neglia cannot issue a letter confirming or denying the design. Mr. Villano explained that once you comment you are committing to the design and we should not except a conceptual drawing based on original design maps when there is a possibility of easements and connections to existing forced mains. A few of the angles would not flow properly as designed and we do not know if any other laterals have been connected through the years. Mr. Davis requested Pat to propose a plan for discussion and for Mr. Villano to submit an hourly rate schedule to Mr. Curreri which is to be included in the commissioner's mail packets for discussion at the next scheduled meeting.

COMMITTEE REPORTS

Mr. Rivera discussed

PAYMENT OF BILLS

Mr. Curreri presented the Board with the February 2010 Bills List Resolution #19-12. Mr. Davis moved the motion to approve resolution #19-12; second by Mr. Maloney.

(ON ROLL 4-0)

OLD BUSINESS

Mr. Curreri reviewed the Carlstadt Building Departments permits issued for footings and foundation at 320 Paterson Plank Road. Mr. Curreri contacted the Carlstadt Building Department and the NJSEA for copies of correspondence during a past discussion concerning 320 Paterson Plank Road.

To date, the CSA has yet to receive revised sewer plans since the November meeting at Neglia's office with Redcom Construction. Mr. Lahullier is concerned that this project is a new application. At this point that is mute since the permits have already been issued and the escrow account balance for plan review is \$163.63 which will not cover new plan review. Mr. Curreri contacted both Hampton Inn and Redcom Construction to discuss Mr. Villano's recommendation to connect into the newly installed line on the Hampton Inn addition.

Mr. Gumbman has been registered with a DCRP account and deductions have been taken out.

Mr. Curreri discussed the Dr. Pepper meeting concerning TIER II charges and the meter installation. Special Counsel Mr. Napolitano explained the Tier II charge calculation and discussed the meter chamber requirements of the BCUA. Mr. Napolitano is waiting for a response from the BCUA concerning the type of meter. Dr. Pepper will discuss the billing and meter and respond to Mr. Napolitano directly.

NEW BUSINESS

Mr. Curreri informed the commissioners that Boswell Engineer and Hartz Mountain is interested in constructing warehousing on the vacant land at 333-335- Washington Ave next to Redds. Boswell was at the office reviewing our site plan. Mr. Carberry has been contacted by Hartz concerning the relocation of the forced main running through the property. At this time Neglia will not comment on the proposed drawing due to the fact that we do not have current information on the line. Mr. Carberry directed them to the CSA Rules and regulation concerning the construction of sewer lines. Mr. Davis discussed the possibility of having our C-3 Operator review the site plan and comment on the design. The CSA should be able to respond to a request if criteria is met without an all-out version of plans.

Mr. Rivera and Mr. Curreri discussed having the old plastic maps codified onto a thumb drive. We received a quote in the amount of \$300.00. Mr. Maloney suggested and motioned that we proceed not to exceed \$300.00; motion second by Mr. Davis. Mr. Villano commented that we can recover the costs when anyone request copies; instead of charging for individual copies that we have to send out privately and pay up front we establish a \$20.00 or \$25.00 fee to copy to the thumb drive.

(ON ROLL 4-0)

PUBLIC SESSION

Upon motion made by Mr. Davis; second by Mr. Maloney at 8:22 p.m., the meeting was open to the public.

(ON ROLL 4-0)

With no one wishing to be heard, Mr. Davis made a motion to close the public session; second by Mr. Maloney, the public session was closed at 8:23 p.m.

(ON ROLL 4-0)

CLOSED SESSION

None requested

ADJOURNMENT

Upon motion made by Mr. Judge; second by Mr. Maloney and unanimously passed on roll call vote, the meeting was adjourned at 8:24 p.m.

Respectfully Submitted,