

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY**

**REGULAR SCHEDULED MEETING, CONNECTION FEE USER RATE AND 2020
OPERATING BUDGET MINUTES OF DECEMBER 18, 2019**

The advertised Regular Scheduled Meeting, Connection Fee/ User Rate Hearing and 2020 Budget Adoption Meeting of the Carlstadt Sewerage Authority was held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt New Jersey.

6:02 P.M. CALL OF ROLL

Chairman Maloney called the Meeting of December 18, 2019 to order. Chairman Maloney presided.

Chairman Maloney requested roll Call:
Upon roll call, the following were noted present:

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

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry, C-3 Operator D. Villano, L. A Carucci, CSR. and R. Esposito QPA.

ABSENT: T. Davis, Commissioner

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman Maloney led those present:

Chairman Maloney read the Public Meeting Law:

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with a resolution adopted by this Authority on February 27, 2019 and published by The Record and Herald News on March 1, 2019 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 and appears on the advertised notices as a Regular Meeting and adoption of the Connection Fee/Rate Hearing including the final 2020 Authority Budget Adoption.

At 6:04 P.M. Chairman Maloney moved a motion to have Executive Director Mr. Curreri preside over the meeting; seconded by Vice Chairman Judge.

(ON ROLL 4-0)

Mr. Curreri asked Chairman Maloney to have Certified Court Stenographer Laura Carucci swear in Brian Curreri as the Executive Director. Mr. Curreri then proceeded to review/certify the 2020 Connection Fee/User Rate Hearing and the Adoption of the State approved 2020 Budget prepared by Paul Cuva and Associates, public accountants and submitted for Board review at the regular scheduled October 25, 2019 meeting.

Mr. Curreri submitted a copy of the following as exhibits for recording purposes to the Ms. Carucci.

- A. Approved copy of the preliminary 2020 Authority
- B. Resolution #19-36 Connection Fee/User Rate Tier I and Tier II
- C. Resolution #19-38 Final 2020 Authority Budget Adoption.

These copies will be entered as exhibits for recording purposes to Ms. Carucci.

Executive Director Mr. Curreri stated that the first order of business is the Public Hearing required to be held by the State of New Jersey with the respect to service charges to be charged by the Carlstadt Sewerage Authority for fiscal year 2020. The Statue requires that the Sewerage Authority re-compute the Connection Fee that may be imposed upon those businesses or persons who subsequently connect in that fiscal year. The proposed connection fee for Calendar year 2020, as calculated by our Auditor, is the amount of \$4,385.43 per EDU. The user Rate for TIER I customers shall remain at \$9.25 per Thousand Gallons.

Executive Director Mr. Curreri indicated for the record, at 6:08 p.m. he is requesting a motion to open this Rate Hearing to the public, Chairman Maloney moved the motion: seconded by Mr. Lahullier.

(ON ROLL 4-0)

Let the record state that there are no citizens wishing to be heard at this time for the 6:00 p.m. advertised Rate Hearing and Budget Adoption. Mr. Curreri requested a motion to close the Rate Hearing Meeting to the public.

Mr. Lahullier moved to close the hearing of citizens; seconded by Vice-Chairman Judge.

(ON ROLL 4-0)

Mr. Curreri requested a motion to move to adopt and ratify the Connection Fee/ User Rate for 2020 which is set forth in the proposed Resolution #19-36. Chairman Maloney moved the motion to confirm and adopt Resolution #19-36; seconded by Vice-Chairman Judge.

(ON ROLL 4-0)

The second item on the agenda is the review and approval of the preliminary 2020 budget which was approved for adoption by the DCA on November 15, 2019.

Mr. Curreri asked the Board if there were any questions with respect to the Operating Budget of 2020. (Board members have a copy and reviewed budget at the October 25, 2019 meeting).

With no one having any comments or questions, Mr. Curreri requested a motion to adopt the 2020 Operating Budget that was accepted by the Department of Community Affairs and confirmed.

Mr. Lahullier moved the motion to adopt Resolution #19-38; the motion was seconded by Chairman Maloney.

(ON ROLL 4-0)

With all Board members satisfied with the presentation of the 2020 Connection Fee/ User Rates and with no other questions or comments concerning the 2020 Budget submission, Mr. Curreri requested a motion to close the advertised Public Hearing/Meeting for the Connection Fee/ User Rates for 2020 and the 2019 Operating Budget adoption and move to return to the normal order of business.

~~Vice~~ Chairman Maloney moved the motion to close the rate hearing/2020 Budget meeting at 6:15 P.M.; seconded by Mr. DeSimone.

(ON ROLL 4-0)

The meeting returned to normal order at 6:18 P.M. with the court stenographer L. A. Carucci, CSR excused.

APPROVAL OF MINUTES

Mr. Curreri asked for comments, deletions or corrections on the regular scheduled meeting minutes of November 13, 2019. There were no exceptions taken.

Upon motion by Vice-Chairman Judge; seconded by Chairman Maloney the November 13, 2019 minutes were approved as presented:

(ON ROLL 4-0)

COMMUNICATIONS:

1. DCA Approved Preliminary Budget for Adoption
2. #19-36 Connection Fee Rate for Tier I and Tier II (Cuva Approved) (A-B)
3. #19-38 Budget Adoption 2020
4. #19-37 Cuva Wielkocz Auditor Name Change (A-B)
5. DEP Physical Connection Permit 2020 Completed
6. BWC to Soul Tress Letter of Sewer Connection
7. BWC broken Clean Outs 484 Washington Ave
8. BWC Pump Operator schedules for 2020
9. #19-39 Addition of Mr. Maloney attending NJLOM
10. DEP to BWC Starke Rd Berry creek Pump station connected to 111 Amor
Dept. of Labor Charges of 2 part time employees collecting unemployment

PROFESSIONAL REPORTS

Richard Cedzidlo, Esq.

Mr. Cedzidlo thanked the Board for their continued support and wished everyone a Merry Christmas and Happy and Healthy New Year.

Soul Tress will continue with the new connection based on Mr. Curreri's contact with Sitex.

Patrick Carberry Engineer

Mr. Carberry responded to 655 Washington Ave. It will include another shared connection on private property.

Since we had other issues with 320, with the adjacent properties to connect at one time, Mr. Carberry referred Mr. Fantina to the shared service portion of our R&R. He also instructed Mr. Fantina that no connection will be approved by the CSA or its Engineer until all requirements have been approved by all the property owners.

Mr. Cedzidlo commented that he also has had contact with Waters & McPherson 655 Washington Ave attorneys on the connection. He advised them to contact Mr. Curreri.

Mr. Carberry discussed the condensation issue of the Wet Well at Barell Ave. Mr. Curreri has been observing the wet well daily and had Rapid clean the vent screens on the roof. Both vents were clogged solid so it was necessary for Rapid to replace the flow vent. Mr. Curreri discussed having a temperature controlled exhaust fan installed at the air flow vent. Mr. Lahullier commented that he would like to investigate and research the issue further and will contact Mr. Curreri following the Holidays for inspection. Mr. Carberry is to hold off on any work orders at this time.

Mr. Carberry wished everyone a Merry Christmas and Happy New Year and thanked the Board for allowing Neglia to represent the CSA.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the December Bills List Resolution #19-40. Chairman Maloney made the motion to pass resolution #19-40; seconded by Mr. DeSimone.

(ON ROLL 4-0)

RESOLUTIONS

#19-40 December payment of bills
#19-38 Adoption 2020 Budget
#19-36 Connection Fee, Tier I and Tier II rates 2020
#19-37 Acceptance of Auditor name change
#19-39 Mr. Maloney attendance at the NJLOM
#19-41 Rivera Payroll

OLD BUSINESS:

Mr. Curreri reported: YTD collections 8 late accounts. Mr. Curreri has sent past due letters and will following up with phone calls and visiting the locations.

Friday November 15, 2019 reviewed connection fee calculation with Paul Cuva and MaryJane.

December 4, 2019 emailed all commissioners a draft of the CSA new website design. We have the ability to allow 3 administrators access to the website design and input. Chairman Maloney recommended Commissioner Judge and another commissioner have the ability to access the site for input.

Mr. Cedzidlo will prepare RFQ's for Professional Services for 2020-2021 year. Mr. Curreri will have the new website up and operating by the second week of January.

NEW BUSINESS

New Lateral was installed on the property of 484 Washington Ave. Mr. Curreri was called to inspect the line following the plumbing inspector's release. A letter was sent out for broken cleanouts on 2 properties.

Soul Tress responded positive to the installation of the new lateral building which is being sold to Sitex.

Budget preparations and resolutions completed for 2020.

Monday December 9, 2019 received a call from the Borough about a possible sewer backup on Barell Ave. Mr. Curreri responded and noticed immediately that it was a massive water main connected to the Hydrant at the corner of Barell and Washington Ave. Carlstadt Police Department already on scene and notified Suez. The roadway was cracked, street actually lifted at the Curbside. Also noticed cracks and buckling down the middle of Barell Ave so Mr. Curreri contacted Mr. Crifasi who then called the Engineer for roadway observation.

Mr. Curreri responded to Barell Pump Station. The Backflow Preventer Valve was leaking water (again) all over the floor, needed to mop up and shut the water off. Mr. Curreri went back on Tuesday and turned the main water valve back on and tried draining the line. BPF still leaking. Mr. Curreri called Rapid for an emergency repair. Rapid could not repair valve. Rapid tried to repair the valve on numerous occasions but could not get the BFV to seal properly. Mr. Curreri received a quote from Rapid for the replacement of the valve in the amount of \$3,320.00. Chairman Maloney made a motion to have the BFV replaced immediately so we are not fined by Suez; seconded by Mr. Lahullier.

(ON ROLL 4-0)

On Tuesday December 10, 2019 Mr. Bella and Ms. McGregor of Prologis Corporation came to the office to inquire about the main sewer line at Gotham Parkway due to a backup at one of the properties located at 600 Gotham Parkway. I responded with all the information we have on hand and copied maps as needed. Followed up on Saturday and checked manholes upstream and down flow was unobstructed. Mr. Curreri consulted with the Engineer and Mr. Villano and both recommended that CSA televise the line to make sure that we do not have any issue with the main. Mr. Curreri solicited 3 quotes for same. Kenco Environmental submitted the lowest quote in the amount of \$3,200. Mr. Curreri will contact Carlstadt Police Department prior to any work. Mr. Lahullier made a motion to have Kenco perform the inspection and jetting; seconded by Vice-Chairman Judge.

(ON ROLL 4-0)

PUBLIC SESSION

Upon motion made by Chairman Maloney at 6:49 P.M.; seconded by Mr. Lahullier the meeting was open to the public.

(ON ROLL 4-0)

With no one wishing to be heard, the public session was closed at 6:50 P.M. motion moved by Mr. Lahullier; seconded by Vice-Chairman Judge.

(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.

At 6:55 P.M., Mr. DeSimone requested a motion to move the meeting into closed session for the discussion of personnel matters with Labor Attorney Mr. Corrigan being present. Mr. DeSimone moved the motion; seconded by Vice-Chairman Judge.

(ON ROLL 4-0)

At this time Mr. Villano, Ms. Esposito and Mr. Carberry were excused and asked to return following the closed session. At 7:12 P.M., Chairman Maloney moved a motion to return to the normal order of business and have everyone return; seconded by Mr. Lahullier.

(ON ROLL 4-0)

Following closed session at 7:12 P.M.: noted present were Chairman Maloney, Vice-Chairman Judge, Sec/Treasurer DeSimone, Commissioner Lahullier, Mr. Cedzidlo and Executive Director B. Curreri. Mr. Carberry, Mr. Villano and Ms. Esposito returned. Mr. Curreri resumed the normal order of business.

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

Upon return to the open meeting, Mr. Cedzidlo advised the Board: Motion to approve Resolution #19-41 which memorialize the settlement agreement with Mr. Rivera as discussed in closed session with Labor Attorney Mr. Corrigan Esq. for the CSA. Chairman Maloney moved the motion; seconded by Mr. Lahullier.

(ON ROLL 4-0)

Mr. DeSimone moved a motion to authorize Mr. Corrigan to respond to questions posed by PERS regarding Mr. Rivera's employment as discussed in closed session; seconded by Mr. Lahullier.

(ON ROLL 4-0)

ADJOURNMENT

Upon motion made by Chairman Maloney, seconded by Mr. Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 7:15 P.M.

(ON ROLL 4-0)

CARLSTADT SEWERAGE AUTHORITY (CSA)
RESOLUTION #19-36
CONNECTION FEE/TIER-I and TIER-II CALCULATION FOR 2020

OFFERED BY: *Maloney,*

SECONDED BY: *Judge*

To calculate the connection fee as per 40:14A-8

2018 ACTUAL CSA SHARE OF BERGEN COUNTY UTILITIES AUTHORITY (BCUA)
flow of 276,877,810 gallons would be divided by:

Average Residential Usage of 82,125 gallons (225 x 365 per annum) = 3,371 EDU's

COST OF DEVELOPING SYSTEM:

Capital Expenditures/Accumulated Debt Service \$ 14,783,271

DIVIDED BY TOTAL EDU's OF: 3,371 = \$4,385.43 PER EDU

AUTHORITY RATE FOR CONNECTION OR TAP FEE FOR 2020 WOULD BE \$4,385.43
FOR EACH EDU BASED ON 2018 ACTUAL CSA SHARE OF BCUA FLOW.

EXAMPLE:

In determining a connector's individual rate you would take the connector's estimated sewerage
flow

and divide that by the average flow:

eg. 400,000 gals. (Estimate flow) Divided by:


82,125 gals. (Average EDU's) = 4.9 EDU's x \$4385.43 = \$21,488.60

Therefore, the connection fee for this sample connection in 2020 would be: \$21,488.60

User Charge Fee, the rate for Tier I users will be \$9.25/Thousand Gallons based on our estimated flow of 153,095,046 Gallons.

The Rate for Tier II users will be that direct cost presented to the CSA by the BCUA for usage by that particular TIER II user plus a service charge of \$3.67/Thousand Gallons based on reported usage of 25,230,356 gallons.

ON ROLL

 12/18/19
Vincent DeSimone, Secretary

Governing Body Member: Recorded Vote				
	Aye	Nay	Abstain	Absent
T. Davis				
V. DeSimone	✓			✓
C. Lahullier	✓			
T. Maloney	✓			
S. Judge	✓			