

**CARLSTADT SEWERAGE AUTHORITY**

**CARLSTADT, NEW JERSEY**

**REGULAR MEETING MINUTES OF JANUARY 22, 2020**

The regular scheduled monthly Board meeting of the Carlstadt Sewerage Authority was held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt, New Jersey.

**7:04 p.m. CALL OF ROLL**

Chairman Maloney called the regular scheduled January 22, 2020 meeting to order at 7:04 p.m. and initiated roll call; Chairman Maloney presided.

Chairman Maloney requested roll Call:

Upon roll call, the following were noted present:

T. Maloney, Chairman

S. Judge, Vice Chairman (excused at 7:22 p.m.; Returned at 7:39 p.m.)

C. Lahullier, Commissioner

B. Curreri, Executive Director

T. Davis Commissioner arrived 7:15 PM

ABSENT: V. DeSimone

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry, C-3 Operator D. Villano, and Qualified Purchasing Agent R. Esposito.

**PLEDGE 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 22, 2019 and transmitted to 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.

At 7:06 p.m. Mr. Judge requested a motion to suspend the regular order of business due to a personal emergency. Mr. Cedzidlo recommended that the current members review the Bills list and any resolutions that must be approved tonight.

Mr. Maloney moved a motion to suspend the normal order of business and read the Bills list Resolution #20-01 for approval. Mr. Maloney moved a motion to approve Resolution #20-01; seconded by Mr. Lahullier.

(ON ROLL 3-0)

Mr. Curreri read Resolution #20-02 Public Agency Compliance Officer appointment 2020. Mr. Maloney moved Resolution #20-02; Mr. Lahullier seconded.

(ON ROLL 3-0)

At 7:15 p.m. Mr. Davis arrived and the normal order of business resumed. Mr. Judge remained for the approval of December Minutes.

### **APPROVAL OF MINUTES**

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes and rate hearing minutes of December 18, 2019. Mr. Lahullier made a motion to accept the minutes of December 18, 2019 as presented; seconded by Mr. Maloney.

(ON ROLL 3-0-1 Abstain Mr. Davis)

At 7:22 p.m. Mr. Judge excused himself from the meeting and stated that he would return, if able.

### **COMMUNICATIONS**

1. Meeting dates 2020 2021 (DRAFT) discussion
2. Pump Hours YTD and 2020. (A-B)
3. Link Industrial New Payment Process 3 properties.
4. Special Meeting Notice RFQ's Review
5. DCA 2020 Budget Cover Approved. (A-B)

### **PROFESSIONAL REPORTS**

#### **Mr. Cedzidlo Esq.**

Mr. R. Cedzidlo reviewed all RFQ's for publication and the Special Meeting Notice for February 19, 2020, possible closed session.

## **Engineer**

Mr. Carberry reviewed an e-mail from 192 Paterson Plank Road. The Engineering firm had filed for a Road opening permit and the pre-construction meeting will be held Tuesday January 28, 2020 at Carlstadt Borough Hall. Neglia will represent the CSA.

## **COMMITTEE REPORTS**

None

## **PAYMENT OF BILLS**

Resolution #20-01 was passed in the beginning of the meeting due to the necessity of having a quorum present prior to Mr. Davis's arrival.

## **RESOLUTIONS**

Motion to approve Resolution #20-02 naming Executive Director Brian Curreri as the Public Agency Compliance Officer for the Carlstadt Sewerage Authority. Mr. Maloney moved motion for approval; seconded by Mr. Lahullier.

(ON ROLL 4-0)

## **OLD BUSINESS**

Mr. Curreri reviewed the Escrow balance for 192 Paterson Plank Road. Neglia Engineering to proceed with the inspection and re-construction meeting for sanitary sewer connection.

Mr. Curreri reviewed the Consumption Reports provided by SUEZ on Monday January 8, 2020.

The 1<sup>st</sup> quarter 2020 billing was mailed on January 14, 2020. Tier II billing will be revised once the 2020 BCUA charges are received.

Friday December 20, 2019 Rapid Pump completed the installation of the new Back Flow Preventer Valve. The Barell Avenue water is operating again.

Saturday December 21, 2019 600 Gotham Parkway was televised and jetted from 600 Gotham South to Jony Drive then East to CSA pump station (Thumb Drive) all clear.

Mr. Curreri met with the Department of Environmental Protection (DEP) at 111 Amor. The DEP will work with the property owner concerning the pumps from the dock bays as they

do not connect anywhere near the CSA's sanitary lines. The lines run directly to the back of the property.

January 3, 2020 and January 8, 2020 worked with Government Sites (Website Designer) to ensure that CSA's new redesigned website was up and operating starting January 10, 2020.

## **NEW BUSINESS**

The Request for Qualifications (RFQ's) have been reviewed by Mr. Cedzidlo and are now posted on CSA's website. RFQ due date is February 18, 2020.

W-2's have been distributed to all Commissioners and employees.

January 9, 2020 had a meeting with the BCUA at Jony Drive. The distribution meter was not reading properly when tested therefore, it was necessary to replace the blocked air line from their main meter chamber on the forced main.

The current copier Lease Agreement with Prop Copy is due to expire at the end of February 2020. Robyn and I have been in contact with Pro- Copy to provide a new Kyocera model and lease agreement. Kyocera was awarded NJ State Contract #53090. Pro Copy is an authorized dealer for Kyocera off NJ State Contract #53090.

The Barrel Avenue generator heater burned out. The outlet box mounted on the generator needs to be replaced with a new box and GFI outlet. Rapid Pump has been contacted to order the new heater. As of now, the alarm is off on the generator but is still operational.

Mr. Curreri will start working on the resolutions for the February Reorganization Meeting.

Mr. Curreri reminded the Board that the RFQ's for Professional Services are due on February 18, 2020. The Board requested a special meeting for February 19, 2020 at 12:00 p.m. to review all proposals. At the Board's direction, Mr. Curreri drafted a Special Meeting Notice for February 19, 2020 at 12:00 p.m. Mr. Maloney moved a motion to advertise for the Special Meeting as presented; Seconded by Mr. Judge.

(ON ROLL 4-0)

The February Sine Die and Re-organization is scheduled for Wednesday February 26, 2020, at which time, Mr. Curreri will ask all Board seats to be vacated and nominations for chairs presented.

As previously discussed, the Board will review all RFQ's at the February 19, 2020 Special Meeting prior to any professional appointments.

MaryJane was in the office on Monday January 13, 2020. All 1099's were completed and mailed. Bookkeeping is up to date for December. MaryJane is preparing all the necessary reports for the 2019 Audit which will be started the first week of February.

### **PUBLIC SESSION**

Upon motion made by Mr. Lahullier; seconded by Mr. Judge at 7:40 p.m., the meeting was open to the public.

(ON ROLL 4-0)

With no one wishing to be heard, Mr. Lahullier made a motion to close the public session; seconded by Mr. Judge, the public session was closed at 7:41 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.

Mr. Curreri and Mr. Cedzidlo requested a motion to move the meeting into closed session at 7:45 p.m. for discussion of personnel. Motion was moved by Mr. Lahullier; seconded by Mr. Maloney.

(ON ROLL 4-0)

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

At 8:14 p.m. Mr. Lahullier made a motion to return to the normal order of business; seconded by Mr. Maloney.

Following return to open session the following were noted present: Mr. Maloney, Mr. Judge, Mr. Davis, Mr. Lahullier, Mr. Cedzidlo, Esq. and Mr. Curreri.

(ON ROLL 4-0)

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

Upon return to the open session, Mr. Lahullier moved a motion to authorize Mr. Corrigan to respond to the PERS Board as discussed; seconded by Mr. Maloney.

(ON ROLL 3-0-1 abstain)

### **ADJOURNMENT**

Upon motion made by Mr. Maloney; seconded by Mr. Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,