

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF APRIL 28, 2020
(CONFERENCE CALL MEETING)**

This is a regular scheduled meeting of the Carlstadt Sewerage Authority being held via Conference Call as per Emergency Order 107 issued by the Governor of New Jersey due to the COVID-19 Virus.

Executive Director Curreri called the regular scheduled April 28, 2020 meeting to order at 7:03 p.m. Executive Director Curreri initiated roll call.

Upon roll call, the following were noted present:

S. Judge Chairman
C. Lahullier Vice Chairman
T. Maloney Sec/Treasurer
V. DeSimone Commissioner
T. Davis Commissioner

Also present on the call were Engineer P. Carberry, Neglia Co, Attorney J. Napolitano, Purchasing Agent R. Esposito and C-3 Operator N. Villano.

Mr. Judge authorized Mr. Curreri to proceed. Executive Director Curreri recited the Public Meeting Law:

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with a resolution #20-03 adopted by this Authority on February 26, 2020 and transmitted to The Record and Herald News on March 12, 2020 and posted on the Public Notice Bulletin Board of the Carlstadt Sewerage Authority and the Carlstadt Municipal Building.

Mr. Curreri led those present on the conference call in reciting the Pledge of Allegiance.

Mr. Curreri advised the Board of Commissioners that the Conference Call Number for initial dial in (888-484-2663) and the Conference Call Entry Code (847669) which, everyone received in their mail packets, was posted on the CSA website and added to the Agenda for this meeting. Notices were also posted, prior to the meeting, on the front and rear entry doors of the CSA office with this information.

Mr. Curreri reminded the Board of Local Operational Guidelines for Remote Public Notices in light of the Governor's Executive Order 107. Do not interrupt someone talking as this will delay a response and others will not be able to understand the statement or question. We will limit and hold to our Agenda Items. Any items for discussion if not emergent will be tabled. Local units holding remote meetings are advised to avoid closed sessions. All persons on the call agreed.

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes of March 24, 2020. Mr. Lahullier made a motion to accept the minutes of March 24, 2020 as presented; seconded by Mr. Judge.

ON ROLL (4-0-1)

COMMUNICATIONS

1. Tribute Gift Memory of Karen Cedzidlo.
2. Commissioner DeSimone.
3. Rapid Pump Emergency Service Jony Drive March 25.
4. J. Napolitano RE: Calandra (J Napolitano will review) (A-B)
5. NJ Annual Report Filed (EFT)
6. SUEZ denying claim for BPV @ Barell caused by water main break.
7. Pump Hours March 2020- April 2020.
8. FYI: Emergency Purchasing Procedure
9. Resolution #20-17 NJCMF Depository.

Item # 2: Mr. Curreri requested a motion to ratify the Acting Position(s) of Vice chairman and Secretary Treasurer to permanent. Mr. Curreri mentioned that the original nominations and motions were moved and voted on at the February re-organization meeting. Mr. Davis asked for a letter from Mr. DeSimone that he was not interested at this time to be an officer due to his being injured from his regular full employment. Mr. Davis questioned if Mr. Lahullier and Mr. Maloney were allowed to vote for themselves. Mr. Napolitano commented that it is okay since the Original nominations have already been moved and approved.

For the Boards review, Mr. Curreri attached the nominations from the February re-organization meeting.

February Re-Organization

Mr. Curreri asked for nomination of Vice Chairman. Mr. Davis nominated Mr. DeSimone as Vice Chairman. In Mr. DeSimone's absence, the Board considered appointing Mr. Lahullier as acting Vice Chairman. Mr. Davis amended the motion to nominate Mr. Lahullier as acting Vice Chairman; seconded by Mr. Judge. With no other nominations for Vice Chairman voiced, Mr. Curreri advised the Board to close the nomination.

ON ROLL (4-0)

Mr. Curreri asked for nominations for Secretary/Treasurer. Mr. Davis nominated Mr. Maloney as the Acting Secretary/Treasurer in the absence of Mr. DeSimone; seconded by Mr. Lahullier. With no other nominations for Secretary/Treasurer voiced Mr. Curreri advised the Board to close the nomination.

ON ROLL (3-0-1)

With the election of officers for the period of February 26, 2020 through February 23, 2021 completed, Mr. Lahullier made a motion to close the officer nominations; seconded by Mr. Maloney.

ON ROLL (4-0)

Requested Vote for Vice Chairman and Secretary/Treasurer Permanent for 2020-2021

Mr. Curreri asked for nomination of Vice Chairman. Mr. Maloney nominated Mr. Lahullier Vice Chairman; seconded by Mr. Judge. With no other nominations for Vice Chairman voiced, Mr. Curreri advised the Board to close the nomination.

ON ROLL (4-0-1)

Mr. Curreri asked for nominations for Secretary/Treasurer. Mr. Lahullier nominated Mr. Maloney as Secretary/Treasurer; seconded by Mr. Judge. With no other nominations for Secretary/Treasurer voiced Mr. Curreri advised the Board to close the nomination.

ON ROLL (4-0-1)

PROFESSIONAL REPORTS

Mr. John Napolitano Esq:

Mr. Napolitano had one discussion for Old Business; discussion of the shared service agreement with the borough for Landscaping and Snow Removal at the pump stations.

Mr. Pat Carberry Neglia Engineer:

Mr. Carberry advised the Board; he has reviewed the submitted plan for warehousing to be built at 655 Washington Ave. The application submitted was incomplete at this time Mr. Carberry recommended to the site Engineer that the plans be resubmitted with the correct information as needed according the CSA Rules & Regulations.

Mr. Carberry discussed Triangle Blvd: ECRR started the job on Friday April 10, 2020 with Mr. Curreri and Dave Starace of Neglia on site. Mr. Curreri notified the CPD and they posted no Parking signs on the North side of Triangle Blvd. Once the drilling started, the

contractor could not go any further than 6-7 inches before the drill jammed. They attempted (6) different spots in the vicinity of the joint, drill got stuck in each hole. ECRR will reschedule once their Geoprobe Machine is repaired. Mr. Carberry discussed a backup plan and received a quote to seal the joints from inside utilizing a different system where we would have to bypass pump the line and seal the joints. The cost to perform this service is estimated at \$8,600.00. Following a lengthy discussion, Mr. Davis made a motion for Mr. Carberry to continue with Plan B at his and Mr. Curreri's discretion if ECCR cannot complete the job; seconded by Mr. Maloney.

(ON ROLL 5-0)

COMMITTEE REPORTS

None discussed.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the April 2020 Bills List Resolution #20-16 in the amount of \$44,659.83. Mr. Lahullier moved the motion to approve resolution #20-16; seconded by Mr. Maloney.

(ON ROLL 5-0)

OLD BUSINESS

2nd quarter billing was posted and mailed April 2, 2020. Collections to date are at 60%. Due to Covid-19 virus many businesses are closed. Collections will be slow, possibly 3rd quarter might be worse.

Mr. Curreri reviewed Resolution #20-17 naming the New Jersey Cash Management Fund as a depositor of record for the CSA. Mr. Judge moved the motion to accept Resolution #20-17 and authorized Mr. Curreri to file the application to transfer Money Market funds to the NJCMF; seconded by Mr. DeSimone.

(ON ROLL 5-0)

**CARLSTADT SEWERAGE AUTHORITY
STATE OF NEW JERSEY CASH MANAGEMENT FUND
DESIGNATED DEPOSITORY
RESOLUTION # 20-17**

**OFFERED BY:
SECONDED BY:**

WHEREAS, by prior Resolution the Carlstadt Sewerage Authority (“Authority”) adopted a Cash Management Plan for 2020; and

WHEREAS, the Authority wishes to amend the plan to allow Authority funds to be invested with the State of New Jersey Cash Management Fund (the “NJCMF”); and

NOW THEREFORE BE IT RESOLVED, by the Carlstadt Sewerage Authority, County of Bergen and State of New Jersey, that the State of New Jersey Cash Management fund be and is hereby designated as a depository of the funds of the Carlstadt Sewerage Authority. The Chairman and Executive Director are authorized to sign for and on behalf of the Carlstadt Sewerage Authority any and all checks, drafts or other order with respect to any accounts maintained by the Carlstadt Sewerage Authority with NJCMF; and

BE IT FURTHER RESOLVED, that in the absence of the Chairman the Vice Chairman or Secretary/Treasurer shall be and is hereby authorized to sign in the Chairman’s absence.

Recorded Vote

YES NO ABSTAIN ABSENT

Thomas Davis
Vincent DeSimone
Craig J. Lahullier
Scott Judge
Thomas Maloney

Dated: April 28, 2020

Thomas Maloney, Secretary

Mr. Napolitano reviewed the Shared Service Agreement which he was previously authorized to draft for landscaping, snow removal and jetting, with the Borough of Carlstadt Department of Public Works. All commissioners reviewed the agreement and all are in agreement to authorize Mr. Curreri to sign the Agreement with the Mayor of Carlstadt on behalf of the CSA. Mr. Judge moved a motion to accept and authorize Mr. Curreri to sign the agreement; Seconded by Mr. Maloney.

(ON ROLL 5-0)

NEW BUSINESS

Mr. Curreri informed the commissioners that, with the assistance of Mr. Napolitano and one of our sister Authorities, he was able to purchase a case of 1000 plastic gloves for use at our pump stations and offices. A box was placed at each pump station and in the office. With the assistance of Commissioner Lahullier, we purchased a case of hand sanitizer. Thank you to John and Craig.

Mr. Curreri reminded the Board that the Financial Disclosure Statements are due even though the Governor has extended the April 30, 2020 deadline. The disclosures are available on the FDS website. Mr. Curreri will check the status prior to our next scheduled meeting of May 21, 2020.

Wednesday March 24, 2020 7:30 a.m., Mr. Curreri received a high water alarm from Merchants Alarm at Jony Drive pump station. Mr. Curreri responded: the flow meter was fluctuating up and down with both pumps on. The pumps were shut down and operated on hand switch until the level dropped. Once the level dropped, Mr. Curreri noticed that pump #2 was not pumping and pump #1 was then called on. The flow meter leveled off for one cycle than started fluctuating once again. Rapid was called and responded, found #2 pump air locked and transducer not responding, we could not pull transducer from the piping. It was necessary to call jetting truck to clean transducer tube. Following the transducer cleaning and testing, it was no good. Replaced transducer, checked 2 cycles working as intended. Same issue we had at Barrel Ave last year. Transducers should be checked regularly and replaced every 3- 4 years.

Monday April 13, 2020 following the heavy rain and wind, a power pole at the Cul-de-Sac of Barell Ave came down. The power was off for a few hours. Mr. Curreri responded with PSEG. Tuesday April 14, 2020 PSEG replaced pole. When they shut the power, the generator would not start. Rapid was called as it was necessary to replace the battery and fuses on charger. On Thursday April 16 replaced breakers.

Mr. Curreri received a quote from Rapid to perform maintenance on both generators. Cost for Barell Ave is \$750.00, cost for Jony Drive is \$650.00 for full tune up and operation.

The meeting was posted to the website with the call information and phone numbers. Website is up to date with minutes and information concerning Covid-19 operations as per Governor Order #107.

2nd quarter billing was mailed out April 2nd.

PUBLIC SESSION

Upon motion made by Mr. Lahullier; seconded by Mr. Judge at 7:57 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 7:58 p.m.

(ON ROLL 4-0)

CLOSED SESSION

None

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

None

ADJOURNMENT

Upon motion made by Mr. Maloney; seconded by Mr. Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 7:59 p.m.

Respectfully Submitted