

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF MARCH 28, 2023**

This is a regular scheduled meeting of the Carlstadt Sewerage Authority being held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt, New Jersey. Chairman Davis called the regular scheduled March 28, 2023 meeting to order at 7:10 p.m.

Chairman Davis directed Executive Director S. Lahullier to initiate roll call. Upon roll call, the following were noted present:

T. Davis, Chairman
C. Lahullier, Vice Chairman
S. Judge, Sec/Treasurer
V. DeSimone, Commissioner
D. Ravettine, Commissioner

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

Chairman Davis led those present in reciting the Pledge of Allegiance.

Chairman Davis recited 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 28, 2023 which was transmitted to The Record and Herald News on March 1, 2023 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.

SWEARING IN OF BOARD MEMBERS

Mr. Napolitano administered Oaths of Office to Mr. Davis, Mr. DeSimone and Mr. Ravettine

APPROVAL OF MINUTES

Chairman Davis asked for corrections, additions, comments and/or deletions to the regular meeting minutes of February 28, 2023. C. Lahullier made a motion to accept the minutes of February 28, 2023 as presented; seconded by S. Judge.

(ON ROLL 5-0)

COMMUNICATIONS

1. Acceptance of the CSA into the Bergen County Purchasing Cooperative
2. Thank you card from retired Executive Director Brian Curreri
3. Tier II Details as provided by BCUA for Large Industrial Users 2023
4. BCUA 2023 Rates for Flow, BOD and TSS
5. Resolution from Carlstadt Mayor and Council approving 2023 Shared Services Agreement
6. Resolution from Carlstadt Mayor and Council appointing David Ravettine and reappointing Thomas (Bud) Davis and Vincent DeSimone as Commissioners to the CSA.
7. Updated list of CSA Commissioners with term dates.
8. Addendum: Insurance Denial Letter

PROFESSIONAL REPORTS

Attorney:

- Mr. John Napolitano had no formal report at this time.

Engineer:

- Mr. Pat Carberry
 - Meadowlands Rebuild (Relocated CSA Interceptor): NJDEP is preparing a response to NEA comments regarding the description of the proposed CSA Easement. On Thursday, February 16, 2023, a conference call with NJDEP and NEA was held. The NEA comments were discussed.
 - 810 Washington Avenue: The Applicant has requested a “will serve” letter. CSA had notified the Applicant regarding the need for flow monitoring to demonstrate the available hydraulic capacity of the CSA System. In addition, the Applicant was notified over 3 months ago regarding the requirement to establish and fund an escrow account. The Applicant has not complied with the CSA escrow account requirement.
 - 333 Washington Avenue: NEA took no exception to the endorsement of the application by the Commissioners. Connection fee to be coordinated with the Executive Director.
 - 284 Washington Avenue (7-Eleven): NEA takes no exception to the endorsement of the application by the Commissioners. Connection fee to be coordinated with the Executive Directory.

- 463 Barell Avenue: This is a new application. The application includes a 25,000 square foot warehouse addition. The applicant has provided supplemental drawings to complete the application.

PAYMENT OF BILLS

Mr. Davis presented the Board with the March 2023 Bills List Resolution #23-17 in the amount of \$34,049.85. S. Judge moved the motion to approve Resolution #23-17; seconded by C. Lahullier.

ON ROLL (5-0)

RESOLUTIONS

1. 23-18 – 284 Washington Avenue Connection Fee. Motion made by Mr. Judge; seconded by Mr. C. Lahullier.

ON ROLL (5-0)

2. 23-19 – 333 Washington Avenue Connection Fee. Motion made by Mr. C. Lahullier; seconded by Mr. Desimone.

ON ROLL (5-0)

3. 23-20 – Authorization for Direct Deposit Payroll. Motion made by Mr. Judge; seconded by Mr. Ravettine.

ON ROLL (5-0)

4. 23-21 – Authorization to join Educational Services Commission of New Jersey Purchasing Cooperative. Motion made by Mr. Lahullier; seconded by Mr. Judge.

ON ROLL (5-0)

5. 23-22 – Authorization to join OMNIA National Purchasing Cooperative. Motion made by Mr. Lahullier; seconded by Mr. Judge.

ON ROLL (5-0)

6. 23-23 - Authorization to utilize B&H as a vendor under the Bergen County Purchasing Cooperative. Motion made by Mr. Lahullier; seconded by Mr. Judge.

ON ROLL (5-0)

7. 23-24 – Authorization to sell unused/antiquated property by online auction utilizing GovDeals.com. Motion made by Mr. Lahullier; seconded by Mr. Judge.

(ON ROLL 5-0)

OLD BUSINESS

- Quarterly collections to date are at 95%, Yearly collections are at 86%.
- Pump Hours Feb 1 – Mar 1 Barell 1: 22 Barell 2: 22 Jony 1: 55 Jony 2: 54

NEW BUSINESS

S. Lahullier reported the following new business:

- Board members should have dedicated CSA email addresses. Motioned by S. Judge; seconded by Mr. Davis.

(ON ROLL 5-0)

- S. Lahullier, C. Lahullier, S. Judge, and T. Davis would like to join the NJWEA and attend the conference. V. DeSimone would like to join the NJWEA, but not attend the conference
- S. Lahullier reported on efforts to locate all manhole within CSA area including use of drone.
- Q2 Billing and Q1/Yearly past due notices will go out next week.
- New mapping method was presented for manholes and line sizes
- Quotes will be solicited for manhole repair for B-71/MH311
- Reimbursement for relevant courses and office materials was requested and indicated that there may be a need to exceed \$1,000 in the upcoming month.

PUBLIC SESSION

Upon motion made by Mr. C. Lahullier; seconded by Mr. Judge at 8:26 p.m., the meeting was open to the public.

(ON ROLL 5-0)

Mr. C. Lahullier; made a motion to close the public session; seconded by Mr. Judge, the public session was closed at 8:27 p.m.

(ON ROLL 5-0)

CLOSED SESSION

Closed session was requested by T. Davis to discuss personnel seconded by D. Ravettine.

(ON ROLL 5-0)

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

Closed session entered at: 8:29PM

Motion to return to open session make by C. Lahullier, seconded by V. DeSimone at 8:52PM.

(ON ROLL 5-0)

ADJOURNMENT

Upon motion made by D. Ravettine; seconded by S. Judge and unanimously passed on roll call vote, the meeting was adjourned at 8:54 p.m.

(ON ROLL 5-0)

Respectfully Submitted