

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF MAY 23, 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. Vice Chairman Lahullier called the regular scheduled May 23, 2023, meeting to order at 7:03 p.m.

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

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.

T. Davis, Chairman (absent)

Vice Chairman Lahullier led those present in reciting the Pledge of Allegiance.

Vice Chairman Lahullier 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.

APPROVAL OF MINUTES

Vice Chairman Lahullier asked for corrections, additions, comments and/or deletions to the regular meeting minutes of April 25, 2023. C. Lahullier made a motion to accept the minutes of April 25, 2023 as presented; seconded by D. Ravettine.

(ON ROLL 4-0)

COMMUNICATIONS

1. CSA Acceptance into the North Jersey Wastewater Purchasing Cooperative Pricing System

PROFESSIONAL REPORTS

Attorney:

- Mr. John Napolitano has been in contact with the attorney for 333 Washington Avenue regarding Easement language.

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, based on Thursday February 16, 2023, a conference call with NJDEP and NEA **(No change)**.
 - 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. **(No change)**.
 - 463 Barell Avenue: The application includes a 25,000 square foot warehouse addition. NEA has issued an engineering review letter on April 19, 2023, regarding additional information is regarding the connection. Applicant’s Engineer has contacted NEA and will provide this information.

PAYMENT OF BILLS

Vice Chairman Lahullier presented the Board with the April 2023 Bills List Resolution #23-27 in the amount of \$39,613.41. S. Judge moved the motion to approve Resolution #23-27; seconded by D. Ravettine.

ON ROLL (4-0)

RESOLUTIONS

1. 23-27 – May 2023 Bills (on file)
2. 23-28 – Resolution for CSA to join the Hunterdon County Educational Services Commission Cooperative Pricing System (on file)

ON ROLL (4-0)

OLD BUSINESS

- R. Esposito discussed what is needed for reimbursement of expenses at conferences.
- Quarterly collections to date are at 96%, Yearly collections are at 91%.
- Pump Hours April 1 – May 1 Barell 1: 26 Barell 2: 27 Jony 1: 71 Jony 2: 69

NEW BUSINESS

S. Lahullier reported the following new business:

- The loose manhole cover has been repaired by DeLeasa Brothers.
- S. Lahullier thanked N. Villano for his assistance with identifying sewer cleanout's that required caps.
- 6 sewer cleanouts with missing or broken caps have been identified. Letters have been sent to the property owners informing them that they must be fixed/replaced.
- Currently, approximately \$200 of old/unused/antiquated office equipment has been sold on GovDeals.
- S. Lahullier mentioned the need to replace the office computers. The plan will be to budget for next year and come up with pricing on three tiers of devices.
- S. Lahullier mentioned the need to replace the hot water heater at Barell Ave Pump station.
- DPW's spring cleanup at the Jony Drive pump station took place.
- Interest will begin being charged on accounts that are past due over 60 days.
- Autopay for quarterly billing is now available to customers
- Approximately \$90 per month is being saved on office and payroll expenses.
- One property is currently being sent for tax sale; business owner stated that they will pay promptly.
- The first direct deposit payroll was run, with one reported issue that is being addressed.

PUBLIC SESSION

Upon motion made by Mr. C. Lahullier; seconded by Mr. S. Judge at 8:00 p.m., the meeting was open to the public.

(ON ROLL 4-0)

ADJOURNMENT

Upon motion made by S. Judge; seconded by D. Ravettine and unanimously passed on roll call vote, the meeting was adjourned at 8:02 p.m.

(ON ROLL 4-0)

Respectfully Submitted