

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY**

**REGULAR SCHEDULED MEETING, CONNECTION FEE USER RATE AND 2019
OPERATING BUDGET MINUTES OF DECEMBER 19, 2018**

The advertised Connection Fee/ Rate Hearing, 2019 Budget Adoption Meeting and the Regular Meeting of the Carlstadt Sewerage Authority was held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt New Jersey.

6:00 P.M. CALL OF ROLL

Chairman DeSimone called the Connection Fee/Rate Hearing for 2019 meeting to order. Chairman DeSimone presided.

Mr. DeSimone 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 28, 2018 and published by The Record on March 9, 2018 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/ Connection fee And Rate Hearing including the final 2019 Authority Operating Budget Adoption.

Chairman DeSimone requested roll Call: 6:04 PM

Upon roll call, the following were noted present:

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

Also present were Attorney, R. Cedzidlo; Engineer, P. Carberry, Maryjane Kajon bookkeeper, Maria Incremona, Auditor C-3 Operator D. Villano and L. A Carucci, CSR. J. Napolitano Special Counsel (6:10), R. Esposito (6:35). Lead Pump Operator N Rivera. (6:49)

ABSENT: W. Roseman, Commissioner

PLEDGE OF ALLEGIANCE TO THE FLAG

Chairman V. DeSimone led those present:

Chairman V. DeSimone requested a motion to have Executive Director Mr. Curreri to preside over the meeting; Motion moved by; Mr. Lahullier, second by: Mr. Maloney.

(ON ROLL 5-0)

Being it is now 6:04 p.m. and the previously advertised budget adoption and rate hearing meeting has been scheduled for 6:00 p.m. and sent to the Record and Herald News. The Public Hearing for discussion and presentation of the 2019 Connection Fee/User Rate and the Adoption of the approved 2019 Carlstadt Sewerage Authority operating budget. Mr. Curreri.

Mr. Curreri asked that Mr. DeSimone request the Certified Court Stenographer (L. Carucci) to swear in Executive Director Brian Curreri to then proceed to review/certify the 2019 Connection Fee/User Rate Hearing and the Adoption of the State approved 2019 Budget prepared by Garbarini and Co. public accountants and submitted for Board review at the regular scheduled October 24, 2018 meeting.

Mr. Curreri submitted a copy of the following as exhibits for recording purposes to the court stenographer.

- A. Resolution #18-35 2019 Connection Fee/User fees
 - B. Resolution #18-34 adopted 2019 Budget
 - C. 2019 Budget transmittal package sent to the DCA (budget attached)
- Stenographer entered all as exhibits.

Executive Director Mr. Curreri indicated 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 2019. The Statue requires for the record at, 6:10 p.m., he is requesting a motion to open the Rate hearing to citizens. Motion moved by Mr. Lahullier; second by Mr. Davis.

(ON ROLL 5-0)

Executive Director Mr. Curreri indicated for the record, at 6:11 p.m., there are no citizens present or 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.

Chairman Davis moved to close the hearing of citizens; second by Mr. Lahullier.

(ON ROLL 5-0)

Executive Director Mr. Curreri explained the projected flow of 139,785,684 gallons then the connection fee for 2019 and user rate for 2019 at \$9.25 per thousand gallons of usage as reported

by Suez. Mr. Curreri explained the TIER II rate of the charge directly from the BCUA plus an additional service charge of the Tier II users proportionate share of the Carlstadt Sewerage Authority administration, operating and capital expenses. The service charge is based on the projected flow as reported from the BCUA of 32,450,906 gallons which will be \$3.57 per thousand gallons. The service charge shall be calculated on a yearly basis and shall be adopted each year as part of the CSA rate hearing. Mr. Curreri asked once again if there are any citizens wishing to be heard on this, no one responded. Mr. Lahullier moved a motion to close the public hearing second by Mr. Maloney.

(ON ROLL 5-0)

Mr. Curreri requested a motion to move to adopt and ratify the Connection Fee/ User Rate for 2019 which is set forth in the adopted Resolution #18-35 enclosed in your mail packet and entered as an exhibit.

Mr. DeSimone moved the motion to confirm adopted Resolution #18-35; second by Mr. Maloney.

(ON ROLL 5-0)

Executive Director Mr. Curreri presented for review and approval the adopted 2019 Operating Budget. Mr. Curreri commented on the 2019 budget preliminary adopted budget at the October 24, 2018 scheduled meeting accepting the preliminary 2019 Authorities operating Budget that was presented to Trenton for approval. Mr. Curreri wished to advise the Board of the presented Budget that was accepted and approved by the Department of Community Affairs for the State of New Jersey Director of Local Government Services, signed acceptance sheet is presented in your mail packet and it was okay to proceed for final adoption of the 2019 operating Budget.

Mr. Curreri inquired to the Board if anyone has any questions as to the Operating Budget of 2019. (Board members have a copy and reviewed budget at the October 24, 2018 meeting).

With no one having any comments or questions Mr. Curreri requested a motion to adopt the 2019 Operating Budget that was accepted by the Department of Community Affairs and confirmed. We need a motion to adopt Resolution #18-34 which was in your mail packet and entered as an exhibit.

Mr. Lahullier moved the motion to adopt Resolution #18-34 the motion was second by Chairman DeSimone.

(ON ROLL 5-0)

With all Board members satisfied with the presentation of the 2019 Connection Fee/ User Rates, also with no other questions or comments concerning the 2019 Budget submission that was presented and adopted, Mr. Curreri requested a motion to close the advertised Public Hearing/Meeting for Connection Fee/ User Rates for 2019 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/2019 Budget meeting; second by Mr. Davis.

(ON ROLL 5-0)

APPROVAL OF MINUTES

Mr. Curreri asked for comments, deletions or corrections on the regular scheduled meeting minutes of November 28, 2018.

There were no exceptions taken.

Upon motion by Mr. Judge; second by Mr. Maloney the November 28, 2018 minutes have been approved as presented:

(ON ROLL 5-0)

COMMUNICATIONS:

1. Request for Information Route 17 N
2. 320 Paterson Plank Road Escrow Balance (A, B, C, D&E)
3. 192 Paterson Plank Road Escrow Balance (A, B, C, D&E)
4. DCA Approved Budget Instructions.
5. Bowman Consulting (Dr. Pepper) plans for meter?
6. Earthlink letter to allow Brian for disconnect of 3rd party phone line (A&B)
7. Monthly DCRP Contribution.
8. 2019-2020 meeting dates (DRAFT)

Item #2. Mr. Davis inquired into why the escrow account has been charged 2 times for plan review Mr. Carberry responded that as explained in the past the original engineer and contractor of the project was replaced by the owner back in March of 2018 after the first plan review the new engineer REDCOM never presented new plans was using other plans.

Item #5. Has been removed for discussion under Professional reports.

PROFESSIONAL REPORTS

Richard Cedzidlo, Esq.

Mr. Cedzidlo thanked the board for their continued support wishing everyone a Merry Christmas and Happy and Healthy New Year. The Dr. Pepper discussion continued Item #5. Mr. Davis continues the discussion concerning the meter installation and recommended that the attorney's handle all issues going forward since it seems that we are at a crossword on the meter type and

installation going forward.

Mr. Napolitano commented any discussion concerning special assessment issues should be discussed in closed session. Mr. Carberry commented that all industrial large users requiring documented discharge should be metered. Mr. Napolitano discussed the possibility of the Authority consulting with the BCUA if they had any meter usage regulation and or recommendations of meter used he went to discuss other authorities meter usages. Mr. Napolitano recommended that the board appoint a committee to review the history Mr. Cedzidlo agreed and offered to forward all his information to Mr. Napolitano, the board resumed for appointing a committee of 2 board members, Mr. Napolitano and Mr. Curreri.

Mr. Davis made a motion to appoint 2 board members Mr. Judge and Mr. Maloney along with Mr. Napolitano and Mr. Curreri, the motion included and requested to have Mr. Cedzidlo forward his information to Mr. Napolitano second by Mr. Lahullier.

(ON ROLL 5-0)

Mr. Napolitano recommended to the board rather than have the meter plan received on December 10 reviewed have the Engineer estimate any additional time required prior to review of the plans. The committee will meet first immediately following the New Year, prior to the meeting Mr. Napolitano will work on seeking information of the BCUA.

Patrick Carberry Engineer

Mr. Carberry - On Tuesday December 4th Mr. Curreri responded to the capping of the lateral line extending from the existing bank at the corner of Gotham Parkway Neglia reviewed the capping plan and signed off. The proposed Hotel at 192 Paterson Plank Road has plans for extra amenities including a indoor pool and meeting banquet rooms which would require extra flow estimated by the DEP, they submitted plans that agree with the projected flow. Neglia has requested that the contractor perform flow monitoring to ensure adequate downstream capacity of the estimated peak flow. Two flow meters where installed this morning Mr. Rivera observed the installation with the rain forecasting for this weekend we should receive peak flow readings I had originally recommended a monthly monitoring the owner requested possibly two weeks.

Mr. Carberry discussed 320 Paterson Plank Road meeting at Neglia's office of December 13, 2018 Mr. Curreri and Mr. Villano attended with Mr. Zimmerman and Mr. Gunther of REDCOM the new engineers representing the property owner. The new Engineers did not present any new drawings as was requested they addressed the existing lateral line and new connection from the right of way roadway off of a plot extended to them by Mr. Carberry. Mr. Carberry had requested by Mr. Curreri originally that the lateral be televised prior to any authorization to abandon or cap the line Mr. Zimmerman provided Mr. Carberry with a copy of the televised line just yesterday after review it was determined that the lateral was charged within approximately 90' from the property manhole. The discussion continued with the owner to replace the existing line or connect through the Hampton Inn property, Mr. Gunther asked Mr. Curreri if he had any information on the connection Mr. Curreri responded that the CSA performed a Title search and that no easements exist to the CSA for any lateral in the right of way from any of the properties.

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 November bills list Resolution #18-33
Mr. Maloney made the motion to pass resolution #18-33; second by Mr. DeSimone.

(ON ROLL 5-0)

RESOLUTIONS

#18-33 December payment of bills
#18-34 Adoption 2019 Budget
#18-35 Connection Fee, Tier I and Tier II rates 2019

OLD BUSINESS:

Mr. Curreri reported: YTD collected \$1,127, 900.00

End of year collections – (1) account up for tax sale paid through the Borough prior to the tax sale I should receive the check this week; there are four (4) others that have been contacted and Mr. Curreri was promised to be paid in full.

Jony Drive Alarm system has been installed, Mr. Curreri has contacted Earthlink to discontinue line service this will relieve the CSA of another monthly bill.

Mr. Curreri thanked Mr. Napolitano for his assistance in preparing the for the rate hearing.

NEW BUSINESS

Mr. Curreri received and responded to an OPRA request for property located on Route 17 N and referred any further questions to the Borough.

Maryjane Ambrose completed the November 2018 matching records. She will be back the beginning of the year after I receive the usage reports from Suez Water Co.

Mr. Curreri will be attending the meeting at Neglia engineers concerning the property located at 320 Paterson plank Road. Mr. Curreri was asked to please copy and forward any reference maps or information we have on record. Mr. Curreri forwarded the Title Search and map layout of the Right of Way to Mr. Zimmerman of REDCOM.

Mr. Davis requested the board to consider changing the Carlstadt Sewerage Authorities name to move away from the confusion within our jurisdictional boundaries. Mr. Cedzidlo suggested that the name change would have to be discussed and possibly only completed by the Borough since they are the original municipality creating Authority a discussion concerning the possibility of taking over the joint meeting line continued.

Mr. Curreri commented that he will be mailing the budget to Trenton tomorrow by certified mail. Mrs. Incremona of Garbarini and Co. will e-mail an electronic copy as she has done in the past.

Mr. Maloney requested that the board consider a one-year extension to Mr. Curreri's current contract to complete the billing and balancing of the budget based on professionals' recommendation; we should be okay within the next two to three years under Brian Curreri. Mr. Davis asked if Tommy was moving a motion to extend the current contract through on more year to 2022. Mr. Maloney made a motion: second by Mr. Davis.

Mr. Davis requested Mr. Cedzidlo to prepare the necessary papers for the January meeting.

(ON ROLL 5-0)

PUBLIC SESSION

Upon motion made by Mr. DeSimone at 7:21 p.m.; seconded by Mr. Lahullier the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, the public session was closed at 7:22 p.m.

(ON ROLL 5-0)

CLOSED SESSION

None requested.

ADJOURNMENT

Upon motion made by Mr. Davis, seconded by Commissioner Lahullier and unanimously passed on roll call vote, the meeting was adjourned at 7:23 pm.

(ON ROLL 5-0)