

CARLSTADT SEWERAGE AUTHORITY

CARLSTADT, NEW JERSEY

REGULAR MEETING MINUTES OF January 23, 2019

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

7:02 p.m. CALL OF ROLL

Chairman DeSimone called the regular scheduled January 23, 2019 meeting to order at 7:02 p.m. and initiated roll call; Chairman DeSimone presided.

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.

Upon roll call, the following were noted present:

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

Also present were Engineer, P. Carberry; Attorney R. Cedzidlo; C-3 Operator N. Villano, Lead Pump Operator N. Rivera and Purchasing Agent Robyn Esposito

Open Public Meeting Announcement

Read by Chairman DeSimone

PLEDGE TO THE FLAG

Led by Chairman DeSimone

At 7:10 p.m. Chairman DeSimone requested a motion to have Executive Director Mr. Curreri preside over the meeting; Mr. Davis moved the motion; second by Mr. Maloney.

(ON ROLL 5-0)

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes and rate hearing minutes of December 19, 2018. Mr. Maloney made a motion to accept the minutes of December 19, 2018 as presented; second by Mr. DeSimone.

(ON ROLL 5-0)

COMMUNICATIONS

1. Resolution 2018-335 Carlstadt tax sale 420 Paterson Plank Road sewerage fees (A-B)
2. PERS Liability \$32,992.00 Due 4-1-19
3. Insurance 1st payment 2019 (*9,710.00)
4. Prudential DCRP funds
5. State of NJ Dept. of Treasury Letter Re: PERS Election (A-B)
6. Elkon OPRA request 463 Barell Ave. Responded back on June 13, 2018
7. North Jersey Herald News Rate 2019
8. State of NJ approved 2019 Budget cover page
9. State of NJ RTK Survey Notice

PROFESSIONAL REPORTS

Mr. Cedzidlo Esq.

Mr. R. Cedzidlo discussed Joint Meeting Line according to Mr. Walter Slomiski Joint Meeting attorney discussion is ongoing due to the cost of and necessity of televising the main line as per Neglia Engineering the cost will exceed 37 thousand dollars and the towns cannot agree on who will pay at this time they are awaiting the possibility of receiving more bids.

Mr. Cedzidlo discussed the process of RFQ's to be solicited for Professional Engineering, Legal, C-3 Operator, Accounting and Auditing Services. Mr. Davis questioned the need to advertise Ms. Esposito commented that to be the fair and open process or we would need each or anyone receiving in excess of \$17,500 to file separate paperwork under the fair and open contract award which is still required to advertise in the newspapers the

best option would be to file the RFQ's following the discussion the board decided to issue the RFQs by January 30 on the website and scheduled a special meeting for review. The RFQ's are to be advertised on CSA's website; Due date February 21, 2019 at 12:00 p.m. Mr. Curreri polled the board to see if they are in agreement to schedule a special meeting prior to our re-organization on February 27, 2019 following meeting dates discussion the Board agreed to advertise the special meeting for the same time February 21, 2019 at 12:00 PM Mr. Curreri has been directed to advertise a Special Meeting to open and review RFQ's the board agreed to meet at noon on February 21, 2019 prior to the regular scheduled re-organization.

Engineer

Mr. Carberry reviewed letter from 1-22-19 concerning Springhill Suites Hotel at 192 Paterson Plank Road & Gotham Parkway, following the flow monitoring requested and documented. Neglia Engineers takes no exceptions to awarding the connection to the existing 16" line at Gotham Parkway or filing of the TWA form attached. Mr. Curreri requested a Resolution concerning the connection as a statement of consent for Carlstadt Sewerage Authority's authorization of signature on the attached TWA form. Mr. Maloney moved a motion to have Mr. Cedzidlo prepare the necessary Resolution: seconded by Mr. Davis. Mr. Curreri numbered the resolution as #19-13 authorizing the connection.

(ON ROLL 5-0)

Mr. Carberry received a telephone call from YRC Freight Company a trucking company located on Dell Road. They are inquiring as to washing of trucks and trailers on the property Mr. Carberry recommended that they contact NJSEA and BCUA before requesting ant dumping permits of the Authority.

COMMITTEE REPORTS

Nick Rivera discussed – At Mr. Davis's request checked out the manhole J-205 At Commerce Road. This is the one that was raised in the culvert. Mr. Rivera took no exceptions.

Mr. Rivera responded to Houghton Chemical had a new water meter; Mr. Curreri questioned usage and contacted Suez they responded and Installed a new meter.

320 Paterson Plank Road behind Hampton Inn the building has been knocked down and the manhole that has the disconnected lateral is covered with debris.

Last couple year's taken numbers from pumps, problem at both pump houses; will not be able to correlate to BCUA number.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the January 23, 2019 Bills List Resolution #19-01. Mr. Judge made a motion to approve Resolution #19-01; second by Mr. Davis.

(ON ROLL 5 -0)

RESOLUTIONS

Motion to approve Resolution #19-02 naming Executive Director Brian Curreri as the Public Agency Compliance Officer for the Carlstadt Sewerage Authority. Mr. Maloney moved motion for approval; second by Mr. Lahullier.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reviewed Escrow balance for 320 Paterson Plank road currently balance is low Mr. Davis discussed possibly having another Engineering firm on standby if needed to review plans in case of a dispute concerning the CSA engineer.

In the case of 320 PP RD, the original Design engineer was fired by the building owner. Mr. Lahullier suggested that the application should be refiled as a new application and escrow account if that is what is requested by our engineer. Mr. Lahullier inquired as to what would our normal escrow amount that we would ask for be, Mr. Curreri responded the most recent was \$10,000.00 requested by our engineer. Neglia is requesting that the new building engineer or Construction manager consider this a new project since Neglia has provided the sewer schematic for their reference and that they contact the CSA or Neglia. The Board agreed that no work proceed and Mr. Cedzidlo be notified. Mr. Curreri should not authorize any work until the board reviews the new application and a new escrow fund is established.

Mr. Curreri reviewed consumption reports provided by SUEZ on Monday January 7, 2019. The 1st quarter 2019 billing was mailed out January 15, 2019 with the TIER II billing letters sent on January 17, 2019.

Dr. Pepper meter installation - Mr. Napolitano has been emailing and calling the BCUA for a meeting consultation to receive BCUA input on the meter installation drawings from Bowman. To date we still have no confirmation of review. Mr. Napolitano had emailed yet again we are awaiting a response for the meeting.

Mr. Curreri asked the Board if they all had the time to review the meeting dates for 2019/2020 that was presented last month. As no one had a conflict Mr. Curreri will process the necessary resolution for our February meeting.

Mr. Curreri reminded the commissioners to review the CSA by-laws for R&R book and bring their comments for discussion at the next meeting.

NEW BUSINESS

Mr. Curreri discussed the engagement letter received from Garbarini and Co. for the Chairman's signature. Mr. Cedzidlo recommended the letter not be signed until RFQ's have been submitted and the Auditor appointed.

W-2's handed to all commissioners and employees. Mr. Curreri reviewed our current Escrow account balances. Mr. Curreri will be filing the Business license, RTK, business certification and physical connection permit within the next few months.

The February Sine Die and Re-organization is scheduled for February 27, 2019 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 RFQs at the special meeting prior to any professional appointments. Mr. Curreri has drafted all the professional resolutions with proper dates the names will be left blank and we will fill in by hand at the meeting.

Following the water reports, Mr. Curreri had questions on some meter readings. Mr. Curreri will hold off 13 billings until February when he receives advice from Suez.

MaryJane was here December 2018; bookkeeping up to date and 1099's completed and handed out tonight.

We will keep Official Newspapers: The Record and the Herald News.

PUBLIC SESSION

Upon motion made by Mr. DeSimone; second by Mr. Lahullier at 8:02 p.m., the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, Mr. Davis made a motion to close the public session; second by Mr. Maloney, the public session was closed at 8:03 p.m.

(ON ROLL 5-0)

CLOSED SESSION

Vice Chairman Mr. Maloney requested a motion to move the meeting into closed session at 8:04 p.m. for discussion of personnel. Motion moved by Mr. Davis: seconded by Mr. Judge.

(ON ROLL 5-0)

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

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

(ON ROLL 5-0)

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

Upon return to the open meeting, Mr. Maloney moved a motion to reinstate the 4th pump operator position; second by Mr. Davis with the authorization to have Mr. Cedzidlo prepare the necessary Resolutions with Mr. Curreri.

(ON ROLL 5-0)

Mr. Maloney moved to hire Robert Gumbman as the 4th pump operator starting February 1, 2019 second; by Mr. DeSimone.

(ON ROLL 5-0)

ADJOURNMENT

Upon motion made by Mr. Maloney; second by Mr. Davis and unanimously passed on roll call vote, the meeting was adjourned at 8:18 p.m.

Respectfully Submitted,