

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF OCTOBER 23, 2019**

Chairman Maloney called the regular scheduled October 23, 2019 meeting to order at 7:01 P.M. and initiated roll call; Chairman Maloney presided.

Upon roll call, the following were noted present:

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

Also present were Engineer P. Carberry Neglia Co, Attorney R. Cedzidlo; C-3 Operator N. Villano, Auditor P. Cuva and Purchasing Agent Robyn Esposito.

Chairman Maloney led all present in the pledge of Allegiance to the Flag.

Chairman Maloney:

- 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 and Herald News on March 15, 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.

7:03 P.M. Chairman Maloney moved a motion to have Executive Director Mr. Curreri preside over the meeting; seconded by Vice Chairman Judge.

(ON-ROLL 5-0)

Mr. Curreri requested a motion to suspend the normal order of business and introduced Auditor Paul Cuva to introduce and review the 2020 budget. All Board members received an electronic and printed copy of the 2020 budget. Motion moved by Commissioner Lahullier; seconded by Chairman Maloney.

(ON ROLL 5-0)

Mr. Cuva reviewed budget highlights of expenditures that have been previously discussed and rectified by the Board. All pertinent information for questioner has been completed and a copy will be sent to Trenton via, Cuva office. Mr. Cuva also discussed a handout of financial highlights overview of 2015 through 2019.

Commissioner Lahullier made a motion to accept the 2020 budget as presented with Resolution #19-34 2020 Budget Introduction; seconded by Chairman Maloney.

(ON-ROLL 5-0)

Commissioner Davis discussed the CSA connection fee and inquired if Mr. Cuva would investigate the charges. Mr. Cuva and Company has experience with Authority budgets and fees and will review the fee as requested. Chairman Maloney moved a motion to have Cuva Auditors review the connection fee in an amount not to exceed the rate listed in the RFQ; seconded by Mr. DeSimone.

(ON ROLL 5-0)

CLOSED SESSION

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 and or property.

At 7:21 pm Mr. Cedzidlo requested a closed session with Labor Attorney Mr. Corrigan and the Board.

Chairman Maloney requested a motion to move the meeting into closed session at 7:22 P.M. for the discussion of personnel matters with Labor Attorney Mr. Corrigan being present. Chairman Maloney moved the motion; seconded by Mr. DeSimone. Commissioner Davis immediately excused himself from the meeting.

(ON ROLL 4-0)

At this time Mr. Villano, Ms. Esposito and Mr. Carberry were excused and asked to return following the closed session. At 7:50 P.M., Chairman Maloney moved a motion to return to the normal order of business and have everyone return; seconded by Vice-Chairman Judge. Mr. Lahullier had a personnel emergency and had to leave the meeting following roll call.

(ON ROLL 4-0)

Following closed session at 8:02 PM: Noted present were Chairman Maloney, Vice Chairman Judge, Sec/Treasurer DeSimone, Commissioner Davis, Mr. Cedzidlo and Executive Director B. Curreri. Mr. Davis, Mr. Carberry, Mr. Villano and Ms. Esposito returned. Mr. Curreri resumed the normal order of business. Mr. Lahullier had a previous scheduled conflict and excused himself at 8:00 PM.

APPROVAL OF MINUTES

Mr. Curreri requested a motion to ratify September 2019 Bills List Resolution #19-31. Mr. DeSimone moved a motion; seconded by Chairman Maloney.

(ON ROLL 4-0)

Executive Director Mr. Curreri asked for corrections and/or deletions of the Regular Minutes of September 25, 2019 and October 23, 2019. Chairman Maloney moved to accept the minutes as presented; seconded by Vice-chairman Judge.

(ON- ROLL 4-0)

COMMUNICATIONS

1. November meeting notice
2. Department of Labor Appeal Tribunal
3. Universal Quote to repair #1 pump from Jony Dr.
4. Department of Labor our Appeal has been resolved
5. Pump Hours for September
6. Resolution 19-33 Attendance NJLOM 104th.
7. Dept of Labor Credits \$\$

Item #3: Mr. Curreri requested a motion to have Universal repair Pump #1 based on the quote of \$6,835.00 for a full rebuild and one (1) year warranty. As this was an emergency, no other quotes were solicited. Motion moved by Chairman Maloney; seconded by Vice-chairman Judge.

(ON ROLL 4-0)

Item #6: Mr. Curreri requested a motion to except Resolution #19-33. Two (2) attendees at the NJLOM 104th Convention November 19- 21. Motion moved by Mr. DeSimone; seconded by Chairman Maloney.

(ON ROLL 4-0)

PROFESSIONAL REPORTS

Mr. Cedzidlo Esq: Commented on the Ethics Training Seminar which he and the Board members attended this past Friday. Mr. Cedzidlo reviewed some important topics concerning the Adoption of an employee handbook which should be written and reviewed by him prior to adoption. This would be the time to address all issues due to the fact that CSA adopts a revised handbook every 2 years. The CSA must adopt an up to date handbook for 2020; The MEL also requires certain training. Mr. Cedzidlo recommended that all members attend this training each year.

Mr. Pat Carberry - Neglia Engineer: Mr. Carberry discussed 655 Washington Ave; the engineer Mr. Fantina is requesting information and a will serve a letter for the construction of a new warehouse. Mr. Carberry directed him to our R&R website that a will serve letter will not be issued until certain criteria have been met by the property owners.

COMMITTEE REPORTS

None

PAYMENT OF BILLS

Mr. Curreri presented the Board with the October 23, 2019 Bills List Resolution #19-32. Mr. DeSimone made a motion to approve resolution #19-32; seconded by Chairman Maloney.

(ON-ROLL 4-0)

OLD BUSINESS

Mr. Curreri reported that the 4th quarter invoices were mailed out on October 4, 2019.

Collections are progressing very well to date. John Napolitano was in the office on October 17th for several hours reviewing the CSA R&R with Mr. Curreri. Mr. Napolitano requests Board's permission to have Mr. Carberry review sections on construction and building codes. The Board agrees that Mr. Carberry should consult with Mr. Napolitano.

Mr. Curreri met with Rapid for another quote to repair the check valve on the sump pump at Barell. It should be less than \$500.00.

Mr. Curreri is still waiting on the third quote to repair the manhole in front of 100 Commerce as it continues to sink and tilt more each season. Mr. Curreri would like to have it repaired prior to winter. Commissioner Davis suggested a motion to allow Mr. Curreri to authorize repair in an amount not to exceed \$2,500.00. Chairman Maloney moved the motion; seconded by Vice-chairman Judge.

(ON ROLL 4-0)

Mr. Curreri has been on site at 320 Paterson Plank Road inspecting connections to Hampton and Boland building from the 320 construction site. A flow test is scheduled within the next week once completed. Mr. Curreri will inform the town Plumbing Inspector. Boland Holdings Bus Company agreed to have the new connection to MH #4. Soul Tress has not returned any messages or answered any letters. It is imperative that Mr. Cedzidlo draft a letter, via certified mail, that the lateral owned by the 4 properties at the dead end will be disconnected and filled following the completion of the new line. The existing lateral is infiltrating our system and will be disconnected within the next few months. Once the lateral is no longer needed Soul Tress will have two (2) options; either connect to the new line or they alone will be responsible for the repair of the existing line all the way to Paterson Plank Road. Vice-chairman Judge moved a motion to have Mr. Cedzidlo prepare the letter immediately; all Board members agreed.

NEW BUSINESS

Bookkeeper was here on October 8th to perform monthly auditing services and Budget review.

Executive Director. Mr. Curreri reported that he received notice of the Insurance claim to SUEZ when the backflow at Barell leaked following a main water break on April 8, 2019. The valve needed an emergency rebuild at a cost of \$750.00, Suez authorized payment to the CSA.

Following our quarterly maintenance inspection it was noted that the #1 pump at Jony Drive was not pumping efficiently. The pump was found to be burned out and required a complete rebuild. Universal had our spare pump and replaced the pump.

Received a call from DPW regarding 722 Commercial Ave sewer backup. Mr. Curreri responded at 7:00 A.M. and met with property Manager to check mains which were all clear. Mr. Curreri waited for the plumber to clear the lateral from cleanout which was completed by 10:30 AM.

All unemployment claims filed have been appealed and satisfied through NJ Dept of Labor and the CSA is not responsible for any charges since we never had a layoff. The two (2) employees collected from other positions which were not associated with the CSA.

PUBLIC SESSION

Upon motion made by Mr. Judge; seconded by Mr. Maloney at 8:34 p.m., the meeting was open to the public.

(ON ROLL 4-0)

With no one wishing to be heard, Commissioner Davis made a motion to close the public session; seconded by Chairman Maloney, the public session was closed at 8:35 p.m.

(ON ROLL 4-0)

ADJOURNMENT

Upon motion made by Chairman Maloney; seconded by Mr. DeSimone and unanimously passed on roll call vote, the meeting was adjourned at 8:36 P.M.

Respectfully Submitted,