

**CARLSTADT SEWERAGE AUTHORITY  
CARLSTADT, NEW JERSEY  
REGULAR MEETING MINUTES OF MARCH 24, 2020  
(CONFERENCE CALL MEETING)**

This is a regular scheduled meeting of the Carlstadt Sewerage Authority being held via Conference Call as per Emergency Order 107 issued by the Governor of NJ due to the COVID -19 Virus.

Executive Director Curreri called the regular scheduled March 24, 2020 meeting to order at 7:06 p.m. Executive Director Curreri initiated roll call.

Upon roll call, the following were noted present:

S. Judge Chairman  
C. Lahullier Vice Chairman (joined the call at 7:16 p.m.)  
T. Maloney Sec/Tres  
T. Davis Commissioner

Absent: V. DeSimone Commissioner  
R. Esposito Purchasing agent

Also present on the call were Engineer P. Carberry Neglia Co, Attorney J. Napolitano, and C-3 Operator N. Villano.

Mr. Judge authorized Mr. Curreri to proceed. Executive Director Curreri recited the Public Meeting Law:

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with a resolution #20-03 adopted by this Authority on February 26, 2020 and transmitted to The Record and Herald News on March 12, 2020 and posted on the Public Notice Bulletin Board of the Carlstadt Sewerage Authority and the Carlstadt Municipal Building.

Mr. Curreri led those present on the conference call in reciting the Pledge of Allegiance.

Mr. Curreri advised the Board of Commissioners that the Conference Call Number for initial dial in (888-484-2663) and the Conference Call Entry Code (847669) which, everyone received in their mail packets, was posted on the CSA website and added to the Agenda for this meeting. Notices were also posted, prior to the meeting, on the front and rear entry doors of the CSA office with this information.

Mr. Napolitano explained the conference call procedure and suggested that, if possible, to mute their phones and allow the person speaking to finish prior to commenting. Do not interrupt someone talking as this will delay a response and others will not be able to

understand the statement or question. We will limit and hold to our Agenda Items. Any items for discussion if not emergent will be tabled. Local units holding remote meetings are advised to avoid closed sessions. All persons on the call agreed.

### **APPROVAL OF MINUTES**

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes of February 26, 2020. Mr. Judge made a motion to accept the minutes of February 26, 2020 as presented; seconded by Mr. Maloney.

### **ON ROLL (4-0)**

**Note:** Mr. Lahullier voted to accept the minutes after he joined the call at 7:16 p.m.

### **COMMUNICATIONS**

1. PIA Certificate of Insurance (on File)
2. NJ DEP Physical Connection Permit Barell Ave
3. UNIMAC 2020
4. Resolution #2020-57 Carlstadt Sewerage Authority Appointment
5. January 2020 Pump Hours
6. Neglia - 600 Commercial Ave

Item # 5: Mr. Davis asked what the bottom number is. Mr. Curreri responded that was 2019 for the month of February. Mr. Judge inquired about the final hours. Mr. Curreri explained it was the reference to the new VFD drives replaced at Barell Pump Station last year; it was necessary to replace both drives so they could be sequenced together.

At 7:16 p.m. (after Mr. Lahullier called in) Mr. Curreri called for a second roll call. In the beginning of the meeting for Roll Call when Craigs name was called someone answered. Mr. Curreri asked if everyone else heard it, all heard someone respond. Mr. Lahullier asked to be caught up he then voted to approve the minutes for February.

A discussion began concerning the due dates of our BCUA invoice since we did not receive the invoice until March 10, 2020. Hopefully we will receive some leeway due to the closing of a lot of businesses.

### **PROFESSIONAL REPORTS**

#### **Mr. John Napolitano Esq:**

Mr. Napolitano drafted and reviewed Emergency Resolution #20-15 Emergency Purchasing. Due to the current circumstances, it might not be possible to hold the next meeting. This resolution allows the Executive Director, if necessary, to protect the health and welfare of the community and protect the operations of the CSA.

Mr. Napolitano explained in the event that we need assistance we could coordinate with other agencies to keep the CSA operating on a daily basis.

Mr. Judge motioned to move to accept Resolution 20-15; seconded by Mr. Lahullier.

**(ON –Roll 4-0)**

Mr. Napolitano discussed the letter received from Hampton Inn concerning an abatement for the lawn sprinkler. Mr. Napolitano will respond in writing next week. Hampton Inn referenced CSA's Rules & Regulation but it did not mention whether or not we have an allowance for lawn sprinklers.

**Mr. Pat Carberry Neglia Engineer:**

Mr. Carberry discussed Triangle Blvd:

He contacted Suez, ran an initial test and found no leaks. Ran a second test 48 hours later and took no exceptions to the water supply. Mr. Carberry contacted Expert Concrete Restoration and Repair, a concrete grouting company that has had success with filling in sewer pipe extensions. Mr. Carberry recommends proceeding with their proposal, in the amount of \$5,900.00, to repair the seam. Expert Concrete Restoration and Repair guarantees labor for one (1) year. They also recommend a video crew while performing the sealing, then televise once again 72 hours following the repair. The only caveat is if there is a water main leak, it will eventually find another outlet. We may want to video once again after 3 months.

Mr. Carberry asked the commissioners for authorization to have Expert Concrete Restoration and Repair restore the joint. Mr. Curreri recommended that we have Drainbusters on site to mark the exact location since Drainbusters performed the initial jetting and televising, it is beneficial to have the exact location so as not to waste the grout and have them return 72 hours following. Mr. Curreri does have the original video of the line on file.

Mr. Lahullier moved a motion to award the contract to Expert Concrete Restoration & Repair and have Drainbusters on site to perform the televising. Mr. Curreri will notify the Carlstadt Police Department prior to performing any work. If needed, police protection will be the responsibility of the CSA. Motion seconded by Mr. Maloney.

**(On –Roll 4-0)**

Mr. Curreri will speak with Mr. Carberry to contract the project. Hopefully it will not be held up due to the Covid-19 virus.

**COMMITTEE REPORTS**

None discussed.

## **PAYMENT OF BILLS**

Mr. Curreri presented the Board with the March 2020 Bills List Resolution #20-14 in the amount of \$217,484.85 which included the BCUA 1<sup>st</sup> quarter charge of \$185,878.81. Mr. Maloney moved the motion to approve resolution #20-14; seconded by Mr. Judge.

**(ON ROLL 4-0)**

## **OLD BUSINESS**

Due to Covid-19 virus, all non-essential business is closed. Unfortunately, the Barell Ave Circuit Breaker replacement is on hold.

Mr. Curreri received quotes for landscaping services of Barell Ave and Jony Drive Pump stations. He spoke with the Borough DPW Superintendent and recommend that the Borough and CSA proceed with a shared services agreement for landscaping and snow removal services. Also start up with the maintenance of additional cleaning and jetting Sewer Mains.

Mr. Lahullier moved a motion to authorize Mr. Napolitano to draft a Shared Service Agreement with the advice of Mr. Curreri; seconded by Mr. Judge.

**(ON ROLL 4-0)**

Triangle Blvd Joint leak, Mr. Carberry covered in his report.

As requested by the DEP and advice of Counsel on March 17, we contracted, jetted, televised and dye tested the main line between 111 Amor and 350 Starke Road with the DEP onsite. Following the dye test no visible seepage from our line was present at any storm outlet or tributary in the area. The DEP is satisfied that storm pumps from 111 Amor have no connection to any CSA lines. The televising and jetting showed some debris in the line Manhole Number #96 which is located in the marsh. You would need a boat to get to it.

Mr. Davis asked about commissioner DeSimone's health. Mr. Lahullier spoke with Vinnie, he is feeling much better. Mr. Davis wants to know if Vinnie is interested in holding an officer's position. If so, could we have Vinnie send a letter stating same. Mr. Curreri will contact Mr. DeSimone and next month we can ratify the administration officers.

## **NEW BUSINESS**

Mr. Curreri informed the commissioners of the following:

The Bookkeeper reviewed February bills, deposits and balances.

He reviewed the State of New Jersey Cash Management Fund with the Auditor and Bookkeeper; they recommended that the Money Market be changed to this account due to higher interest and we can move the Money Market to checking without any penalty at any time. The balance changes daily. Mr. Curreri requested authorization to transfer funds from the matured CD to the State Cash Management Fund. Mr. Judge moved a motion to authorize the Executive Director and Bookkeeper to transfer the Matured CD and other current Money Funds to the State Cash Management Fund; seconded by Mr. Maloney.

### **ON ROLL (4-0)**

The meeting has been posted to the website with the call information and phone numbers.

2<sup>nd</sup> quarter billing is scheduled for next week April 1<sup>st</sup>.

TIER II charges will be adjusted with the current BCUA charges.

Resolution #20-15 which is included in your mail packet for Emergency was prepared by Mr. Napolitano.

**EMERGENCY RESOLUTION #20-15**

**OFFERED BY:  
SECONDED BY:**

**WHEREAS**, Coronavirus 2019 (“COVID-19”) is a highly contagious respiratory disease; and

**WHEREAS**, the spread of COVID-19 may result in staffing shortages and otherwise disrupt operations at the Carlstadt Sewerage Authority (“Authority”); and

**WHEREAS**, Authority staff, governing body and professionals must take immediate action to protect the health, safety and welfare of the employees, community & facility.

**NOW THEREFORE BE IT RESOLVED**, by the governing body of the Carlstadt Sewerage Authority declare that an emergency exists at the authority facilities, collection system and pump sections and invoke the emergency procurement sections of the local public contracts law at N.J.S.A 40A:11-6 as well as the Authority policy for purchasing.

**BE IT FURTHER RESOLVED** the governing body of the Carlstadt Sewerage Authority authorize the Executive Director to take the necessary action to procure the service, materials, equipment and supplies and manage the labor force as needed to protect the health, safety and welfare of the employees, community and facilities and to file this resolution and the Executive Director’s Declaration of Emergency with the Authority Qualified Purchasing Agent.

**BE IT FURTHER RESOLVED** by the governing body of the Carlstadt Sewerage Authority that the appropriate Authority officials are hereby authorized to pay all necessary and proper bills and claims which may be incurred by the Authority in the event that meetings may be cancelled.

Recorded Vote

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Thomas Davis	x			
Vincent DeSimone				x
Craig J. Lahullier	x			
Scott Judge	x			
Thomas Maloney	x			

Dated: March 24, 2020

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Thomas Maloney, Secretary

ON ROLL (4-0)

## **PUBLIC SESSION**

Upon motion made by Mr. Lahullier; seconded by Mr. Judge at 7:52 p.m., the meeting was open to the public.

**(ON ROLL 4-0)**

With no one wishing to be heard, Mr. Maloney made a motion to close the public session; seconded by Mr. Lahullier, the public session was closed at 7:53 p.m.

**(ON ROLL 4-0)**

## **CLOSED SESSION**

None

## **ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING**

None

## **ADJOURNMENT**

Upon motion made by Mr. Lahullier; seconded by Mr. Judge and unanimously passed on roll call vote, the meeting was adjourned at 7:54 p.m.

Respectfully Submitted