

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF JUNE 23, 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 New Jersey due to the COVID-19 Virus.

Executive Director Curreri called the regular scheduled June 23, 2020 meeting to order at 7:01 p.m. Executive Director Curreri initiated roll call.

Upon roll call, the following were noted present:

S. Judge Chairman
C. Lahullier Vice Chairman
T. Maloney Sec/Treasurer
V. DeSimone Commissioner
T. Davis Commissioner

Also present on the call were Engineer P. Carberry, Neglia Co, Attorney J. Napolitano, Purchasing Agent R. Esposito 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 for any public to attend the meeting.

Mr. Curreri reminded the Board of the Local Operational Guidelines for Remote Public Notices in light of the Governor's Executive Order 107. 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 (Conference Call) of May 26, 2020. Mr. Lahullier made a motion to accept the minutes of May 26, 2020 as presented; seconded by Mr. Judge.

(ON ROLL 5-0)

COMMUNICATIONS

1. Form W-4
2. Adjustment to Public Bidding Threshold
3. Right to Know RTK (A-C)
4. Unemployment Monetary Determination Not acceptable to the CSA

PROFESSIONAL REPORTS

Mr. John Napolitano Esq:

Mr. Napolitano reviewed memorandum concerning the reopening guidelines. On June 9, 2020, Governor Murphy issued Executive Order 152 which lifted the states stay at home order but limited the indoor gatherings up to 10 people. It will be difficult to hold a meeting with the CSA office configuration, hopefully in the future this could change.

The Bidding Threshold gets revised every 5 years by the Governor. Effective July 1, 2020 the bid threshold will increase to \$44,000.00. The quote threshold will increase to \$6,600.00. Resolution #20-20 authorizes the Authority to accept the new thresholds. Pay to Play requirements still stay at \$17,500.00, the QPA is familiar with the revision.

Mr. Pat Carberry Neglia Engineer:

Mr. Carberry to discuss:

1. Triangle Blvd: the polyethylene foam injection did not hold, video showing same line of infiltration. The second option is to apply internal grouting and lining. We could keep the cost under \$6,000.00 without bypassing the line. We must still televise the operation and follow up at additional costs with no guarantee. Third

option and, the most expensive, would be to excavate the site with a good possibility of locating the source of infiltration. Neglia will prepare quotes and specs. Cost to prepare specs should not exceed \$5,000.00. All commissioners raised questions concerning the repair and costs, a lengthy discussion concerning costs and options was discussed. The Board recommends Mr. Napolitano to draft a letter addressed to Suez defining the leak (once again) and have a representative on site during the excavation and a repair crew on standby in case we do discover a broken water line. Secondly, the letter should also state that following all costs expended by the CSA, we will seek reimbursement for the costs of construction plus the estimated infiltration going back to February 2020. Mr. Villano explained the grouting procedure - We would not know the cause and could be expending more funds without actually finding the reason and or a permanent fix. The only way to locate the source and get a definite answer as to the infiltration is to excavate, repair the joint and stop the flow to the outside of the line. Mr. Maloney made a motion to authorize Mr. Napolitano to put Suez on notice of the pending costs and that the CSA is excavating the site for point repair and to locate the cause of infiltration. We are requesting Suez to be onsite, also authorizing Neglia Engineer to prepare scope of work and the solicitation of 3 quotes for excavation and repair Seconded: by Mr. Lahullier.

(ON ROLL 5-0)

2. Jony Drive pump Station: Mr. Curreri responded to a generator alarm call on Sunday June 21, 2020 at 7:40 AM. Upon arrival, Mr. Curreri discovered the generator running. Mr. Curreri observed a PSEG truck on the street and approached the truck. PSEG stated that there is an outage in the area but do not know the cause at this time. Following up on the pump station, it was discovered that the pump controls were all dark and had no power. Rapid was called out on an Emergency at 8:10 AM. A Rapid technician arrived at 9:00 AM and discovered that the main breaker was blown and non-operational as well as both VFD's (variable frequency drives). We checked the spare at Barell, voltage did not match. Neglia immediately declared an Emergency and called a pump truck for standby. Rapid has a spare soft starter which was installed by 12:00 PM. Pump #1 was operational and 2 VFD's were ordered. We are waiting for an electrical quote to repair the broken circuit and install primary and secondary ground fault protection. Currently we only had secondary and that was burnt.

Mr. Curreri advised the Board that the Risk Manager was contacted and a claim opened. The Board authorized to have the work completed as quickly as possible.

3. Mr. Carberry was in contact with the Engineer and Project Manager of 615 Washington Ave, we are waiting for revised plans.

COMMITTEE REPORTS

None discussed.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the June 2020 Bills List Resolution #20-19 in the amount of \$34,158.77. Mr. Lahullier moved the motion to approve resolution #20-19; seconded by Mr. Judge.

(ON ROLL 5-0)

OLD BUSINESS

Collections to date are progressing even with the mail situation operating slow and no postal deliver to the office. Past due collections, we are down to 16 accounts with one partial payment. 3rd Quarter billing is scheduled to be printed folded and mailed for the first week of July.

The CSA received two (2) more requests from two (2) separate firms for plans on the CSA Main Sewer Lines in the area of Starke Road and Amor Ave for the Meadowlands Rebuild plans. Information was provided and both firms were informed that if they require further inverts for construction they would have to supply the survey.

NEW BUSINESS

Mr. Curreri informed the commissioners of the Emergency Declaration that occurred on Sunday June 21, 2020 at 7:40 AM as outlined above under Mr. Carberry #2.

3rd Quarter billing will be printed and mailed next week.

Resolution #20-20 Increase bid threshold Local Public Contracts Law

CARLSTADT SEWERAGE AUTHORITY
TO APPROVE THE BID THRESHOLD INCREASE TO \$44,000 AND
THE QUOTE THRESHOLD INCREASE TO \$6,600 EFFECTIVE JULY 1, 2020
RESOLUTION # 20-20

OFFERED BY:
SECONDED BY:

WHEREAS, the Carlstadt Sewerage Authority (“Authority”) has chosen to increase the bid threshold to the maximum permitted by law effective July 1, 2020; and

WHEREAS, the recent changes to the Local Public Law gave local contracting units the ability to increase their Bid Threshold up to \$44,000 and their Quote Threshold up to \$6,600; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the Bid and Quote Thresholds if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, Robyn Esposito, possess the designation of Qualified Purchasing Agent as issued by the Director by the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

WHEREAS, the Authority desires to take advantage of the increased Bid and Quotation Thresholds.

NOW THEREFORE BE IT RESOLVED, by the Carlstadt Sewerage Authority, County of Bergen and State of New Jersey, that the Bid and Quotation Thresholds are hereby increased to the statutory maximum pursuant to the supplemental authority provided by N.J.S.A. 40a:11-3 and 40a:11-4.3;

BE IT FURTHER RESOLVED, that the governing body hereby affirms its appointment of Robyn Esposito as the Qualified Purchasing Agent to exercise the duties of a purchasing agent

pursuant to N.J.S.A. 40a:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit;

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2, the Executive Director is hereby authorized and directed to forward a certified copy of Robyn Esposito's Certification to the Director of the Division of Local Government Services.

Recorded Vote

YES NO ABSTAIN ABSENT

Scott Judge
Craig J. Lahullier
Thomas Maloney
Vincent DeSimone
Thomas Davis

Dated: June 23, 2020

Thomas Maloney, Secretary

PUBLIC SESSION

Upon motion made by Mr. Judge; seconded by Mr. Lahullier at 8:12 p.m., the meeting was open to the public.

(ON ROLL 5-0)

With no one wishing to be heard, Mr. Judge made a motion to close the public session; seconded by Mr. DeSimone, the public session was closed at 8:13 p.m.

(ON ROLL 5-0)

CLOSED SESSION

None Requested.

ACTION TAKEN UPON RETURN TO THE PUBLIC MEETING

None

ADJOURNMENT

Upon motion made by Mr. DeSimone; seconded by Mr. Maloney and unanimously passed on roll call vote, the meeting was adjourned at 8:14 p.m.

Respectfully Submitted