

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF JULY 28, 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 July 28, 2020 meeting to order at 7:00 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, C-3 Operator N. Villano. Auditor P. Cuva, Bookkeeper M. Ambrose-Kajon and Engineer D. Fantina.

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.

Mr. Curreri requested to suspend the normal order of business to turn the meeting over to Mr. Paul Cuva of Wielkotsz & Company for review of the 2019 Audit. Motion moved by Mr. Judge; seconded by Mr. Lahullier.

(ON ROLL 5-0)

Mr. Cuva reviewed the 2019 Audit starting with past years from 2015 through 2019 utilizing the CSA net positions. In 2019 we reversed the trend and added \$32,306.00; this began with the restructuring the rates. The CSA spending is in line with the budget. Mr. Cuva reviewed the audit booklet advising the commissioners of the section General Comments and Recommendations, none were found. All commissioners must sign the Affidavit that they have reviewed section for Findings and recommendations. Mr. Curreri will need all commissioners' signatures on the affidavit, which must be sent to Trenton with the Resolution. Mr. Cuva thanked the office staff for all their assistance, your books are in great shape. The final step we need is Resolution #20-21 which is included in everyone's mail packet. Mr. Curreri recited Resolution #20-21 and inquired if anyone had any questions of Mr. Cuva, no one responded.

Mr. Lahullier moved a motion to accept Resolution #20-21 titled "Certification of 2019 Annual Audit"; seconded by S. Judge.

(ON ROLL 5-0)

Regular meeting resumed at 7:12 PM on a motion by Mr. Judge; seconded by Mr. Lahullier.

(ON ROLL 5-0)

CARLSTADT SEWERAGE AUTHORITY
(A Component Unit of the Borough of Carlstadt)
RESOLUTION #20-21

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local Authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2019 has been completed and filed with the Governing Body and the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Carlstadt Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2019, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

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

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON _____, 2020.

Date: _____

Secretary _____

APPROVAL OF MINUTES

Executive Director Mr. Curreri asked for corrections and/or deletions to the regular meeting minutes (Conference Call) of June 23, 2020. Mr. Maloney made a motion to accept the minutes of June 23, 2020 as presented; seconded by Mr. DeSimone.

(ON ROLL 5-0)

COMMUNICATIONS

1. J. Napolitano- Suez Triangle Blvd.
2. Resolution #20-21 Annual Audit Filed.
3. B. Curreri Environmental JIF Review completed 2020
4. P. Carberry RE: Triangle Blvd.

Items #1 and #3 will be discussed under Professional reports with our Attorney and Engineer.

PROFESSIONAL REPORTS

Mr. John Napolitano Esq:

Mr. Napolitano reviewed communication to Suez concerning Triangle Blvd which requested that a Suez representative be on site during the joint repair. We received a response from Suez corporate Attorney Mr. Gonzalez. Mr. Napolitano will be in contact with Suez and have them onsite when the work begins.

Mr. Napolitano presented Resolution # 20-23 approving the connection for a small warehouse at 655 Washington Ave, Pat Carberry reviewed the site plans and recommends the connection with two stipulations, which Pat will discuss. All commissioners have a copy of Resolution i#20-23.

Mr. Pat Carberry Neglia Engineer:

1. Review of the commercial application for 655 Washington Ave: Mr. Carberry reviewed the June 22, 2020 letter asking for details on the abandonment of the existing service and some administrative requirements. Mr. Fantani has been in contact with Mr. Curreri and Mr. Carberry addressing all concerns. At this time, Mr. Carberry takes no exception provided the requests are submitted. Mr. David Fantani agreed that the information requested will be furnished. Mr. Curreri recited Resolution #20-23.

Mr. Judge made the motion to accept Resolution #20-23; Seconded by Mr. Maloney.

(ON ROLL 5-0)

**CARLSTADT SEWERAGE AUTHORITY
RESOLUTION AUTHORIZING A SANITARY SEWER CONNECTION
RESOLUTION # 20-23**

**OFFERED BY:
SECONDED BY:**

WHEREAS, Washington East Realty, LLC (hereinafter “Applicant”) with offices at 212 Washington Avenue, Carlstadt, New Jersey has applied to the Authority to connect the property located as 655 Washington Avenue, Carlstadt, Lot 17 Block 130 for a warehouse and office facility to the Authority’s sanitary sewer system; and

WHEREAS, the Authority Engineer, Neglia Engineering has reviewed the application and determined that it complies with the Authority’s rules and regulations and that there exists adequate conveyance capacity to transmit wastewater emanating from such location to the Authority’s collection system to the Bergen County Utilities Wastewater Treatment Plants; and

NOW THEREFORE BE IT RESOLVED, by the Members of the Carlstadt Sewerage Authority, that the Chairman is authorized to execute the Applicant’s Connection Application, subject to the following:

1. Payment of \$5,847.24 connection fee to the Authority (based on current flow criteria); computed as follows: $(300/225/ERU \times 4,385.43/ERU = \$5,847.24)$.
2. The recommendations as set forth in the engineering review by Neglia Engineering.
3. This approval is good for two (2) years from the date of issuance.

<u>Recorded Vote</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Thomas Davis				
Vincent DeSimone				
Craig J. Lahullier				
Scott Judge				
Thomas Maloney				
Dated:				

Thomas Maloney, Secretary

2. Triangle Blvd: Solicited 4 quotes from different Contractors. The sole respondent was Montana Construction in the amount of \$28,500.02. Neglia takes no exception to the quote and recommends the contract be awarded tonight. Mr. Curreri asked if we have a start date to which Mr. Carberry responded at this time we do not. Mr. Maloney questioned as to why only one quote came back out of the 4 requested. Mr. Carberry explained that he sent out the quote to 4 contractors and only the one responded with a written quote. Mr. Judge asked if he knew why no one else responded; Mr. Carberry explained he did not reach out to the others to inquire as to why they did not respond. The total cost of the contract is not to exceed \$40,000.00 which includes Neglia's cost. The only one contingency will be \$2,000.00 for Police support. Mr. Curreri will contact the CPD for road closure. Mr. Napolitano reviewed the quote and requested a motion to accept and award the contract to Montana Construction in the amount of \$28,500.02. Mr. Maloney moved the motion; Seconded by Mr. Lahullier.

(ON ROLL 5-0)

COMMITTEE REPORTS

None discussed.

PAYMENT OF BILLS

Mr. Curreri presented the Board with the July 2020 Bills List Resolution #20-22 in the amount of \$221,749.48. Mr. Judge moved the motion to approve resolution #20-22; seconded by Mr. Maloney.

(ON ROLL 5-0)

OLD BUSINESS

Mr. Curreri reported 3rd quarter 2020 billing was mailed out July 1, 2020. Collections are progressing, we are at 70% which is very good for this time with all that is going on. Currently we only have 15 past due accounts over the 90 Days. Friday June 26, 2020 Rapid completed the installation of the new VFDs and the secondary surge protection which was blown out by lightning on June 21, 2020. We are still waiting on the primary surge protection. The outside protector has been on back order, I spoke with Rapid and the parts should be in by the end of the week or next week, at the latest.

Mr. Curreri has been in contact with PIA and the JIF. Our claim for Jony Dr Lighting strike has been opened, once a detailed bill is received from Rapid invoice will be submitted with Neglia's.

New lighting has been installed at Jony Drive. LED sensor lights have been installed on the outside replacing the Broken fixtures.

NEW BUSINESS

Since Verizon is canceling the 3G network, Barell Ave alarm service was upgraded from 3G network to new 4G network.

All commissioners have been issued a hard Copy of the 2019 Audit for their review and questions. As Mr. Cuva stated earlier, it is imperative that all Commissioners sign the group Affidavit and Resolution. Upon completion, Mr. Curreri will certify mail it to Trenton.

Friday July 23, 2020 at 600 Gotham Parkway a broken sewer lateral was found on their property at the curb line. An outside contractor which was hired by the property owner was ill equipped to repair such a deep lateral. Neglia and the Borough Building Inspector recommend hiring a qualified contractor to complete the repair. A preconstruction meeting was held Monday on site with the building owners, Borough, Neglia and 3 outside contractors.

Sunday July 26, 2020 at 8:30 AM Mr. Curreri received a call from our pump operator Vic, Barell Ave floor was flooded. Mr. Curreri responded and found the flange connection from the main line to the water meter was leaking. Numerous attempts to shut off the main valve were unsuccessful as the main would not hold. The plumber responded at 11:00 AM but still couldn't get the inch water valve to shut off completely. It was necessary to call Suez and have the main closed from the street. We still had a minor leak. On Monday morning the plumber replaced the 2 inch valve, cleaned the flange and replaced the gasket. The flange still leaked and needed to be replaced. We now have a new main water shut off, flange and gasket and hose bib. The last time Suez had a major water line break at the hydrant on the corner of Washington and Barell Ave, it was necessary to replace the Backflow Preventer Valve. All plumbing coming into the building is now new.

PUBLIC SESSION

Upon motion made by Mr. Judge; seconded by Mr. Lahullier at 7:36 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 7:37 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. Maloney; seconded by Mr. Judge and unanimously passed on roll call vote, the meeting was adjourned at 7:38 p.m.

Respectfully Submitted