

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF FEBRUARY 28, 2023**

This is a regular scheduled meeting of the Carlstadt Sewerage Authority being held at the Carlstadt Sewerage Authority, 429 Hackensack Street, Carlstadt, New Jersey. Vice Chairman C. Lahullier called the regular scheduled February 28, 2023 meeting to order at 7:04 p.m.

Vice Chairman C. Lahullier directed Executive Director S. Lahullier to initiate roll call. Upon roll call, the following were noted present:

V. DeSimone, Chairman (via-telephone)
C. Lahullier, Vice Chairman
S. Judge, Sec/Treasurer
T. Davis, Commissioner

Also, present were Attorney J. Napolitano, Purchasing Agent R. Esposito, C-3 Operator N. Villano, Engineer P. Carberry, Neglia Co., Bookkeeper Mary Jane Ambrose-Kajon, Pump Operator Dave Ravettine, and Pump Operator Anthony Alcuri.

Vice Chairman C. Lahullier led those present in reciting the Pledge of Allegiance.

Vice Chairman C. Lahullier recited the Public Meeting Law.

This meeting has been called pursuant to the Open Public Meeting Law and in accordance with a resolution adopted by this Authority on February 22, 2022 which was transmitted to The Record and Herald News on March 1, 2022 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.

ELECTION OF OFFICERS – 2023/2024

Mr. S. Lahullier stated, "At this time, all officers are to please vacate your respected chairs to continue with the scheduled reorganization meeting and the election of officers for the operating year of 2023/2024". All officers complied, and all chairs were vacated.

Mr. S. Lahullier asked for nomination for **Chairman**.

Mr. Judge nominated Mr. Davis as Chairman; seconded by Mr. C. Lahullier. With no other nominations for Chairman voiced, Mr. S. Lahullier advised the Board to close the nomination.

ON ROLL (4-0)

Mr. S. Lahullier asked for nomination of **Vice Chairman**.

Mr. Judge nominated Mr. C. Lahullier as Vice Chairman; seconded by Mr. Davis. With no other nominations for Vice Chairman voiced, Mr. S. Lahullier advised the Board to close the nomination.

ON ROLL (4-0)

Mr. S. Lahullier asked for nominations for **Secretary/Treasurer**.

Mr. C. Lahullier nominated Mr. Judge; seconded by Mr. DeSimone. With no other nominations for Secretary/Treasurer voiced, Mr. Curreri advised the Board to close the nomination.

ON ROLL (4-0)

With the election of officers for the period of February 28, 2023 through February 29, 2024 completed, Mr. S. Lahullier advised the Board to close the nomination. Mr. Lahullier made a motion to close the officer nominations; seconded by Mr. DeSimone.

ON ROLL (4-0)

APPROVAL OF MINUTES

Mr. S. Lahullier asked for corrections, additions, comments and/or deletions to the regular meeting minutes of January 24, 2023. Mr. DeSimone made a motion to accept the minutes of January 24, 2023 as presented; seconded by Mr. Davis.

(ON ROLL 4-0)

APPROVAL OF RESOLUTIONS FOR 2023/2024

Mr. S. Lahullier, prepared Resolutions numbered 23-05 through 23-14 which affect the new operating year of February 28, 2023 through February 29, 2024. Mr. S. Lahullier recited and offered the same for adoption.

PRESENTED RESOLUTIONS:

23-05 CSA Meeting Schedule 2023-2024: Mr. S. Lahullier presented schedule
Offered by Mr. Davis; seconded by Mr. C. Lahullier (On-File)

ON ROLL (4-0)

23-06 Official Newspapers 2023-2024: Bergen Record & Herald News (On File)
Offered by Mr. C. Lahullier; seconded by Mr. DeSimone

ON ROLL (4-0)

23-07 Bookkeeper 2023-2024: Mary Jane Ambrose-Kajon (On File)
Offered by Mr. Davis; seconded by Mr. C. Lahullier

ON ROLL (4-0)

23-08 Pump Operators 2023-2024: Lori Nunziato, David Ravettine, Anthony Alcuri, Sr., and Victor Fonseca (On File).
Offered by Mr. Davis; seconded by Mr. Judge

ON ROLL (4-0)

23-09 Attorney 2023-2024:
Mr. John Napolitano of Cleary, Giacobbe, Alfieri & Jacobs, LLC (On File)
Offered by Mr. Davis; seconded by Mr. C. Lahullier

ON ROLL (4-0)

23-10 Auditor 2023-2024:
Wielkotch, LLC (On File)
Offered by Mr. C. Lahullier; seconded by Mr. Judge

ON ROLL (4-0)

23-11 Engineer 2023-2024:
Neglia Engineering Associates (On File)
Offered by Mr. Judge; seconded by Mr. DeSimone

ON ROLL (4-0)

23-12 Licensed Collection System Operator 2023-2024:
Dominick Villano (On File)
Offered by Mr. Davis; seconded by Mr. C. Lahullier

ON ROLL (4-0)

23-13 Insurance Risk Manager 2023-2024:
PIA (On File)
Offered by Mr. Davis; seconded by Mr. C. Lahullier

ON ROLL (4-0)

23-14 JIF Fund Commissioner 2023/2024 Steven Lahullier
Offered by Mr. Davis; seconded by Mr. DeSimone

ON ROLL (3-0-1) Mr. C. Lahullier Abstained

ADJOURNMENT OF REORGANIZATION MEETING

With no other reorganization business at hand, Mr. Davis made the motion to adjourn the Reorganization Meeting and continue with the regularly scheduled meeting; seconded by Mr. DeSimone.

ON ROLL (4-0)

COMMUNICATIONS

1. Physical Connection Permit
2. 2023 BCUA Bill (A-B)
3. 2023 BCUA Tier II Charges
4. 2023 MEL JIF Annual Report Letter
5. Elected/Appointed Officials Training
6. Donation letter to Bergen County Animal Shelter in memory of Susan DeSimone
7. Resolution #23-05 Meeting Schedule and #23-08 Pump Operators (A-B)
8. Pump Operator Inspection Duties 2023-2024 (A-B)

PROFESSIONAL REPORTS

Attorney:

- Mr. John Napolitano had no formal report at this time.

Engineer:

- Mr. Pat Carberry
 - Meadowlands Rebuild (Relocated CSA Interceptor): NJDEP is preparing a response to NEA comments regarding the description of the proposed CSA Easement. On Thursday, February 16, 2023, a conference call with NJDEP and NEA was held. The NEA comments were discussed.
 - 810 Washington Avenue: The Applicant has requested a “will serve” letter. CSA had notified the Applicant regarding the need for flow monitoring to demonstrate the available hydraulic capacity of the CSA System. In addition, the Applicant was notified over 2 months ago regarding the requirement to establish and fund an escrow account. The Applicant has not complied with the CSA escrow account requirement.
 - 333 Washington Avenue: The Applicant submitted revised plans to address the hydraulic concerns of the proposed relocation of the CSA Interceptor.

- 284 Washington Avenue (7-Eleven): The Applicant is scheduled to submit revised plans to address the CSA Interceptor size and manhole locations.
- 463 Barell Avenue: This is a new application. The application includes a 25,000 square foot warehouse addition

PAYMENT OF BILLS

Mr. DeSimone presented the Board with the February 2023 Bills List Resolution #23-04 in the amount of \$29,074.06. Mr. Davis moved the motion to approve Resolution #23-04; seconded by Mr. Judge.

ON ROLL (4-0)

OLD BUSINESS

- Mr. S. Lahullier reported collections to date are progressing. The due date for 1st quarter and yearly accounts is February 28, 2023. Quarterly collections to date are at 82%, Yearly collections are at 70%.
- Mr. Judge questioned estimated flow at JP Morgan.

NEW BUSINESS

Mr. S. Lahullier reported the following new business:

1. Access to the office phone system has been restored, the time has been corrected, voicemail and call forwarding are now functional
2. Manholes are being mapped with GPS; a report will be made at the next meeting.
3. There is a damaged manhole on Asia Place, 3 quotes for repair were received.

On a motion by Chairman Davis, seconded by Mr. Judge, On-Roll (4-0) to have Pasquale & Deleasa, LLC perform the repair as per submitted quote.

4. Due to several alarm notifications at the end of January, Rapid Pump was called in to investigate. It was determined that the backup high level and low-level floats were malfunctioning. Rapid Pump replaced both floats, which resolved the issue.
5. We have received the Engagement Letter for the 2022 audit which is anticipated to commence in the coming weeks.

6. BCUA should be getting us Tier II breakdown of usage at some point this week.
7. Mr. S. Lahullier thanked Mr. B. Curreri for his help and guidance as well as his service to the Sewerage Authority and the Borough of Carlstadt.

Mr. B. Curreri spoke on the following:

1. Project One is working with Veolia Water Company to resolve an issue which resulted in abnormally high-water usage during a single quarter in the 2022 year.

PUBLIC SESSION

Upon motion made by Mr. C. Lahullier; seconded by Mr. Judge at 7:58 p.m., the meeting was open to the public.

(ON ROLL 4-0)

Mr. Dennis Ritchie from the public indicated that he wished to be heard. Mr. Ritchie thanked Mr. B. Curreri for his service to the Carlstadt Sewerage Authority and the Borough of Carlstadt and wished him well on his retirement.

Mr. Davis made a motion to close the public session; seconded by Mr. C. Lahullier, the public session was closed at 7:59 p.m.

(ON ROLL 4-0)

CLOSED SESSION

None requested

ADJOURNMENT

Upon motion made by Mr. Davis; seconded by Mr. Judge and unanimously passed on roll call vote, the meeting was adjourned at 8:00 p.m.

(ON ROLL 4-0)

Respectfully Submitted