

**CARLSTADT SEWERAGE AUTHORITY
CARLSTADT, NEW JERSEY
REGULAR MEETING MINUTES OF OCTOBER 24, 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 October 24, 2023, meeting to order at 7:00 p.m.

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

T. Davis, Chairman – Arrived 7:20 PM
C. Lahullier, Vice Chairman
S. Judge, Sec/Treasurer
V. DeSimone, Commissioner
D. Ravettine, Commissioner

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

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 28, 2023 which was transmitted to The Record and Herald News on March 1, 2023 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.

APPROVAL OF MINUTES

Vice Chairman C. Lahullier asked for corrections, additions, comments and/or deletions to the regular meeting minutes of September 26, 2023. S. Judge made a motion to accept the minutes of September 26, 2023 as presented; seconded by D. Ravettine.

(ON ROLL 4-0)

COMMUNICATIONS

1. Pump Hours Year to Date through October 1, 2023
2. Gotham Parkway Manhole Repair Quote

Approved Motion: C. Lahullier Second: V. DeSimone

(ON ROLL 4-0)

3. Munibilling - Renewal Options Quote
 - Additional quote needed
4. CSA Acceptance to Somerset County Cooperative Pricing System

PROFESSIONAL REPORTS

Attorney: Mr. John Napolitano

No formal report given

Engineer: Mr. Pat Carberry

- Meadowlands Rebuild (Relocated CSA Interceptor):
No Change
- 463 Barell Avenue:
No Change
- 333 Washington Avenue (Relocated CSA Interceptor):
Dewatering to commence 10/24/2023
Discussion of surcharge fill being placed above existing line
Commissioner's affirm Engineer's opinion
- 810 Washington Avenue:
Flow monitoring requirements sent, as of yet, no response.
- 245 Paterson Plank Road
Demolition has begun
- 284 Washington Avenue
Notice has been provided that construction is to commence within the next month

*Chairman Davis arrived, indicated the Vice Chairman to continue running the meeting.

PAYMENT OF BILLS

Vice Chairman C. Lahullier presented the Board with the October 24, 2023, Bills List Resolution #23-41 in the amount of \$261,937.61 S. Judge moved the motion to approve Resolution #23-41; seconded by V. DeSimone.

ON ROLL (5-0)

RESOLUTIONS

- 23-42 – 2024 Budget Introduction

Motion: T. Davis

Second: C. Lahullier

ON ROLL (5-0)

- 23-43 – 245 Paterson Plank Road Connection Fee

Motion: S. Judge

Second: C. Lahullier

ON ROLL (5-0)

OLD BUSINESS

NJLOM Email: 9/26/2023

Rapid Quotes for Stairs and Troubleshooting wet well fan

Quote for Stairs

Motion: C. Lahullier

Second: D. Ravettine

ON ROLL (5-0)

Quote for Fan Troubleshooting

Motion: S. Judge

Second: D. Ravettine

ON ROLL (5-0)

NEW BUSINESS

S. Lahullier reported the following new business:

- Observed an issue with the pump panel at Jony Drive the morning of Monday, October 23, 2023. On Tuesday, clothing was removed from the pump. Pump is working, but indicated that a new impeller may be needed.

Request that Impeller, bearings, and seals be replaced and see if there is currently an extra pump in storage.

Motion: T. Davis

Second: C. Lahullier

ON ROLL (5-0)

- Working on Employee Manual, one area that would be a change: requiring all employees to submit proof of auto insurance.” Any employee using their personal vehicle for Authority business” “Employee Assistance Program”
- Environmental Inspection will take place on October 30, 2023
- A third business will be moved to Tier II as per BCUA correspondence
- PSEG now in CSA name, moving forward, bill will be paid online
- The Borough would entertain potential future involvement with sewer cleaning with the CSA
- Printer issues were discussed
- Billing address issues were discussed
- The CSA intends to qualify for the Safety Incentive program by the end of this calendar year
- Q4 Collections going well, due date is 10/31. Currently about 10 past due accounts.
- December Meeting – Rate Hearing, refreshments will be served
- Executive Director Lahullier wished all in attendance a Happy and Healthy Thanksgiving!

PUBLIC SESSION

Public Session was opened at 8:03pm. No member of the public wished to be heard.

Closed Session

None

ADJOURNMENT

Upon motion made by C. Lahullier; seconded by D. Ravettine and unanimously passed on roll call vote, the meeting was adjourned at 8:04 p.m.

(ON ROLL 5-0)

Respectfully Submitted