

**Clinton Township Sewerage Authority**  
**Meeting Minutes—May 3, 2018**

Chairman Krommenhoek called the meeting to order at 6:40 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, Michael Maurer and Michael McCue. Also present were C. Gregory Watts, Attorney, Nancy Wohlleb, Engineer, Nicole Paulus, Administrative Assistant, Meliss Paulus, Administrator and Council Liaison Brian Mullay. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

**Minutes**

April 5, 2018 – Open and Closed Sessions

A motion was made by Katrin Glode-Sethna and seconded by Michael Maurer to approve the open and closed session minutes of the April 5, 2018 meeting. There being no further discussion, the roll was called.

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

**Old Business/Current Business**

Capacity Requests - 10 Main St. (under new business on the agenda)

Mr. Frank Powers was present to request capacity for 10 Main St. He has submitted an offer to purchase 10 Main St. He stated it currently is a 4 unit property and he would like to request capacity to add two more living units for a total of six. He stated he has been in contact with the Township in regards to the additional units being designated as “low-income housing”. Ms. Paulus noted the property has been billed for only three units. The addition of the fourth unit was added without the appropriate permits and sewage capacity. The township building inspector has confirmed it is a four unit property. Ms. Wohlleb noted the importance of determining the size of the line is sufficient for the additional flow. The back-billing for the additional unit and the connection fee was discussed. Mr. Powers thanked the Authority and will come back for the additional capacity. Peter Geiger moved and Chairman Krommenhoek seconded a motion to assess the connection fee of \$2,821.58 and user fees of \$960.00 for 2016 and 2017 and \$125.00 for the 1<sup>st</sup> quarter of 2018 for the additional unit. There being no further discussion, the roll was called.

Resolution #24-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes

Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

Capital Budget Plan (Maple Ave & 641)

Jim Huntington, Operator and Nate Nickerson, Engineer joined the meeting via telephone at 7:00 p.m. Mr. Nickerson noted there has been some schedule changes. The Authority has the option to assess a fine of \$500.00 per day to the contractor. Maple Avenue will be started prior to County Route 641 and completed in mid-July; Route 641 pump station would be completed and online in early September 2018. The enclosure for 641 has been approved. Ms. Wohlleb inquired to the wetlands permit and the environmental planting schedule. She recommended this be reviewed. Chairman Krommenhoek moved and Peter Geiger seconded the motion to accept the revised construction schedule as submitted by DeMaio Electrical Company, Inc. conditioned upon no permit violations are incurred by the Authority as a result of the revised construction schedule. There being no further discussion, the roll was called.

Resolution #25-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

NHHS

The flows of the High School were reviewed. The weekly average indicates allocation has been exceeded 135 days out of the year. Ms. Paulus discovered there isn't an agreement with NHHS and when it went online the existing agreement between the Town of Clinton, High Bridge and the North Hunterdon-Voorhees Regional School District covered the flows of the two schools. The agreement was for 24,000 gpd and was not amended to include NHHS. The average flows for NHHS for the month of April was 23,367 gallons per day, March averaged just under 30,000 per day.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program – BB

Mr. Huntington suggested the cleaning and videoing of the Stem pump station due to the current issues and the amount of grease that is coming into the station. This could be performed when the section of Beaver Avenue that was not accessible is done. Mr. Huntington reported there were a few “bellies” in the report, nothing major. He will provide a report for the next meeting.

## Ansuya

Construction continues but is slow.

## Clinton Township COAH

- Willows At Annandale

Dynamic Engineering has submitted revised plans on May 1, 2018 and the TWA requiring the signature of the Chairman. The signed reservation agreement for the transfer of capacity from the agreement with the Township for the COAH project was returned by Beaver Brook Urban Renewal Associates, LLC in April. It was noted the required 25% of the connection fee was not submitted with the signed agreement. The proposed plan is that the sewer lines will not be turned over to the CTSA and this will require a licensed operator for the homeowner's association. This must be made a condition of the approved plans. A discussion ensued regarding the Mews. Mr. Watts will review the acquisition agreement and report back if they are also required to have a licensed operator. It was noted this would be billed as one property for all units.

## Stem Pump Station

Mr. Nickerson submitted the cost replacement for the Stem pump station. This was forwarded to the insurance company for their review. The generator was inspected by Cumins Metro. Mr. Huntington disagrees with Cumins and the generator should be replaced. They will do further assessment of the generator in June when the PM work is done. The installation of bollards was discussed. Ms. Wohlleb noted there is a limited easement. Ms. Wohlleb will discuss the comminutor issues with Mr. Rolak. There was a discussion about installing a surveillance camera at this location.

## **New Business**

### Operator's Report

Mr. Huntington provided a report. There have been issues with the auto-dialers at various pump stations. Quotes and a sole source letter were submitted with the operator's report to upgrade the alarm system to Mission Controls. They are the sole provider of this equipment in this area. A comparable system such as "scada" would cost in the hundreds of thousands. This would eliminate the landlines at the stations and allow the operators to check the status of the stations from any location. An installation schedule needs to be established. During routine inspections on April 5<sup>th</sup>, it was discovered that 641 and Weewer were without power for a short time due to downed wires. Power has been restored without any issues. Pump #2 from Beaver Brook #1 is currently being repaired. Pump #1 from Stem is also being evaluated for a seal/moisture fail alarm. This was pulled and delivered to Precision Electric as per Jamie Newgarde of Reiner Pump. This is the second time this pump has a seal leak failure. The curb by the Deer Meadow pump station was reported as broken. This will be referred to the Department of Public Works. The comminutor at Beaver Brook #2 is set to be installed next week.

Peter Geiger moved and Steven Krommenhoek seconded the motion to accept the proposal of PCS Pump and Process, Inc for the installation of the new communication system at eleven pump stations not to exceed \$85,000.00. It is noted this will replace outdated equipment with said equipment being an extraordinary unspecifiable service and equipment that cannot be obtained through competitive bidding as set forth with the letter issued by Mission Communications, LLC dated April 3, 2018. There being no further discussion, the roll was called.

Resolution #26-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

(Telephone communications with Mr. Huntington and Mr. Nickerson ended at 7:50 p.m.)

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to authorize the expenditure of \$4,928.00 to repair the Beaver Brook #1 Pump #2 as per the quote submitted by Natural Systems Utilities. There being no further discussion, the roll was called.

Resolution #28-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

Country Club Drive Associates

Mr. Watts sent several letters in response to the letter received from Mr. Daniel Tune, Esq., dated April 4, 2018, addressed to Mr. Watts and Mr. Jon Drill. It was noted the CTSA disagrees with the conclusion in Mr. Tune's letter as to the remaining wastewater treatment capacity of 53,575 gallons owned by CCDA. The documentation on file when CCDA spilt-up is that CCDA retains 15,075 gallons of the 60,300 gpd. Mr. Kevin VanHise, Esq., Mason, Griffin & Pierson, responded the Township declines the right of first refusal to purchase the capacity at \$100 per gallon and they concur with the CTSA that CCDA retains 15,075 gpd (not 53,575 gpd).

Ms. Paulus has obtained a quote from JLK Systems Group, Inc. for a Sonic Wall Total Security System hardware (\$645.00) and service of 5-7 hours at \$85.00 per hour, (\$425-\$595). Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to approve the proposal submitted by JLK Systems Group, Inc. for a Sonic Wall

and service not to exceed \$1,240.00. There being no further discussion, the roll was called.

Resolution #27-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

Ms. Paulus obtained a quote for the renewal of the CD that is currently deposited at Northfield Bank. They have offered a Certificate of Deposit of up to \$225,000 for 11 months at 2.25% per annum. The balance of the current CD would be at 1.5% per annum for 12 months. Mr. McCue suggested investing in Treasury bills. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to authorize the investment of \$225,000 in a Certificate of Deposit with Northfield Bank for a maximum of eleven months at an interest rate of 2.25%. There being no further discussion, the roll was called.

Resolution #29-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

A discussion ensued regarding the current telephone and internet service with Centurylink and switching to Comcast. There is a savings potential of about \$150 per month with improved internet service.

Vouchers

Katrin Glode-Sethna moved and Peter Geiger seconded a motion to approve all vouchers in the Control Register and Check Register. There being no further discussion, the roll was called.

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Michael McCue	Did not vote

Ms. Wohlleb left the meeting at 8:25 p.m.

### **Executive Session**

Chairman Krommenhoek stated there is a need to enter into executive session for the purposes of discussing the arbitration with the Town of Clinton. No action is anticipated to be taken upon entering into open session. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to enter into executive session at 8:25 p.m. The motion passed unanimously.

### **Open Session**

Upon motion made, seconded and unanimously passed the Authority closed the executive session and entered into open session at 8:38 p.m.

There being no further business to discuss Edward Schneider moved and Chairman Krommenhoek seconded a motion to adjourn the meeting at 8:38 p.m. The motion passed unanimously.

ATTEST:

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Meliss Paulus, Administrator

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Steven Krommenhoek, Chairman