

Clinton Township Sewerage Authority
Meeting Minutes—June 7, 2018

Chairman Krommenhoek called the meeting to order at 6:35 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, Michael Maurer and Michael McCue. Also present were Nancy Wohlleb, Engineer, Jim Huntington, Licensed Operator and Meliss Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

May 3, 2018 – Open and Closed Sessions

A motion was made by Edward Schneider and seconded by Katrin Glode-Sethna to approve the open and closed session minutes of the May 3, 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

There was nothing new to report or discuss.

Capital Budget Plan (Maple Ave & 641)

DeMaio hit rock and was unsuccessful in jackhammering. This required a contractor to blast. The blasting took place and change order #2 needs to be formally approved in the amount of \$10,695.00. Jim Huntington reported the concrete was poured for the building (building to be set on June 19th) and the wet well was set today. Key-Tech submitted a proposal of \$575.00 for the concrete testing. Due to the blasting, soil had to be removed from the site which required soil testing prior to disposal. Accredited Analytical Resources, LLC provided a quote of \$873.00.

Katrin Glode-Sethna moved and Peter Geiger seconded the motion to approve change order #2 for the blasting of rock at the Maple Avenue pump station. This change order provided for blasting by Ed Wean at a cost of \$10,695.00. There being no further discussion, the roll was called.

Resolution #30-2018

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

Katrin Glode-Sethna moved and Peter Geiger seconded the motion to accept the proposal of \$575.00 submitted by Key-Tech to test the concrete at the Maple Avenue pump station. There being no further discussion, the roll was called.

Resolution #31-2018

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

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the proposal of \$873.00 submitted by Accredited Analytical Resources, LLC to perform the soil testing prior to the disposal of the soil from the Maple Avenue pump station subject to the Local Public Contracts Law, P.L. 1971, c. 198 (C:40A:11-1 et seq.). There being no further discussion, the roll was called.

Resolution #32-2018

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

NHHS

A discussion ensued about the peak flows. Mr. Huntington stated there are times where flows are in excess of what the pump station is designed to handle. The Town of Clinton is not concerned with the flows as per the agreement due to the fact that all flows are billed. The proposed development in the area and possible impact on this pump station was also discussed.

One the subject of the proposed development, Ms. Paulus received a phone call from the State of NJ inquiring to connection fees as they are in receipt of a loan application from the developer of the low income housing project. Ms. Wohlleb discussed the process and expectations in depth.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program – BB

Mr. Huntington provided portions of the video and a report of the jetting and video inspection that was performed last year of the Annandale section. It is noted overall it is in good condition for its age. There weren't any obvious signs of inflow or infiltration outside of the expected manhole covers. Areas that were identified as having "dips" are:

Maple Ave. between manholes 65-66
Center Street between manholes 7-12
East Street between manholes 94-95

There wasn't any build-up of debris; therefore, it is recommended this be cleaned every 3-5 years to ensure debris does not build-up and create a blockage. There is noticeable grease build-up on Beaver Ave. between manholes 62-63 on the sewer lateral. This lateral is for the vacant property at the Beaver Brook Homestead. Multiple areas on Center Street were problematic at the time of inspection as well as the easement off of Beaver Ave. that flows to Lower West St. The contractor will be re-inspecting this area in July and records will be provided at no additional charge.

Ansuya

Construction continues. Mr. Parr will be inspecting the line to confirm the plug is still intact.

Clinton Township COAH

- Willows At Annandale

Dynamic Engineering has submitted additional revised plans. Mott MacDonald approved the plans and advised the TWA can be endorsed by the Chairman. The initial 25% of the connection fees have been paid. The executed TWA consent statement and the reservation agreement have been forwarded to Dynamic Engineering and Beaver Brook Urban Development.

Stem Pump Station

All of the documentation has been submitted to the insurance company. It is currently under review. The status of the generator damage was discussed. Mr. Huntington is concerned with the C channel being bent and the generator being moved off of the foundation and the possible damage to the electronics and bearings. The generator is only two years old and should be replaced. The installation of security cameras was discussed.

New Business

Operator's Report

Mr. Huntington provided a report. The comminutor has been installed at Beaver Brook #2 by Pumping Services on May 11th. NSU has witnessed the installation of the new sewer line and connection for the Doctor Is In on Grayrock Rd. Pump #1 at the

Stem pump station has been installed. This was repaired at no cost to the Authority. Jamie Newgarde has requested to do a site visit for further investigation as to why this has occurred two times in as many years. DeMaio blew a fuse at Maple Ave. while dewatering an excavated hole. NSU replaced the blown fuse. County Rd. 641 Pump #2 tripped and was unable to reset the breaker. NSU pulled, cleaned, inspected and tested the pump. Pump is currently running and nothing abnormal was discovered. NSU investigated a resident report of water coming out of a manhole located in the rear of 9 Wellington Drive. This was a result of the area being saturated with groundwater. It was suggested to install an inflow protector at a cost of about \$125.00. NSU will perform this work. An updated proposal was negotiated with Mission Controls by Roger and Jim. It involved touch-screens with an updated model and a three-year service contract for a lower cost of \$81,775.00. This should be completed by August 1st.

NSU has submitted a fourth amendment to their contract to provide operator services to the CTSA. This amendment provides for a 1.5% increase in fees. Peter Geiger moved and Chairman Krommenhoek seconded a motion to accept the fourth amendment to the “Operations and Maintenance Professional Services Agreement” dated July 1, 2014, for the time period of July 1, 2018 – June 30, 2019, at a monthly rate of \$11,088.00. There being no further discussion, the roll was called.

Resolution #33-2018

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

2017 Audit

The 2017 Audit was submitted by Mr. William Colantano, Bedard Kurowicki. Mr. Colantano was not available for this evening’s meeting but will be in attendance at the next meeting to review with CTSA. The CTSA board members were provided the audit and have reviewed the information. The sole recommendation was in reference to the bank check that was not deposited in a timely manner. Mrs. Glode-Sethna tried to resolve the issue with Bank of America and did not receive a response. This check has since been deposited and honored at the bank. A corrective action plan was submitted for board approval. Peter Geiger moved and Chairman Krommenhoek seconded the motion to acknowledge receipt and review of the 2017 Audit as submitted by CTSA Auditor William Colantano, Bedard Kurowicki. Furthermore, the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the group affidavit accompanied by a certified true copy of this resolution. There being no further discussion, the roll was called.

Resolution #34-2018

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes

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

The Authority has reviewed the recommendation as noted on the 2017 Audit pertaining to the one occasion when a check was not deposited in a timely manner. A corrective Action Plan has been implemented to insure all deposits are made in accordance with statutory requirements. Chairman Krommenhoek moved and Peter Geiger seconded a motion to accept and confirm the corrective actions have been implemented to insure all funds received will be deposited in a timely manner and within the time limits prescribed by statute. There being no further discussion, the roll was called

Resolution #35-2018

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 next meeting of the Authority is scheduled for July 5th. It was agreed that this meeting would be rescheduled for July 26, 2018 and the August 2, 2018 meeting would be canceled.

Mr. Huntington and Mrs. Wohlleb left the meeting at 7:51 p.m.

Ms. Paulus noted that Resolution #29-2018, adopted at the May 3, 2018 meeting authorizing the renewal of the CD currently deposited at Northfield Bank requires amending. Northfield Bank representative, Carolyn Sepkowski noted this would have to be deposited into a Money Market at the same terms of 1.5% per annum for 12 months. Mr. McCue and Mr. Geiger discussed Treasury bills. Ms. Paulus was directed to research rates. Ms. Paulus discussed anticipated payments that will require processing in the next 6-8 weeks and cash flow. Peter Geiger moved and Katrin Glode-Sethna seconded the motion to authorize the investment account of the CTSA Certificate of Deposit be converted to a Money Market at the same terms of 1.5% per annum for 12 months at Northfield Bank. There being no further discussion, the roll was called.

Resolution #36-2018

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

Vouchers

Edward Schneider moved and Katrin Glode-Sethna 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

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. Michael Maurer moved and Peter Geiger seconded the motion to enter into executive session at 8:03 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 8:25 p.m.

There being no further business to discuss Edward Schneider moved and Peter Geiger seconded a motion to adjourn the meeting at 8:25 p.m. The motion passed unanimously.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman