

**Clinton Township Sewerage Authority**  
**Meeting Minutes—July 26, 2018**

Chairman Krommenhoek called the meeting to order at 6:30 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, Jim Huntington, Licensed Operator, William Colantano, Auditor, Nicole Paulus, Administrative Assistant, Brian Mullay, Council Liaison and Meliss Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

**Minutes**

June 7, 2018 – Open and Closed Sessions

A motion was made by Edward Schneider and seconded by Peter Geiger to approve the open and closed session minutes of the June 7, 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

**Executive Session**

Chairman Krommenhoek stated there is a need to enter into executive session for the purposes of discussing potential litigation. No action is anticipated to be taken upon entering into open session. Peter Geiger moved and Katrin Glode-Sethna seconded the motion to enter into executive session at 6:32 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 6:38 p.m.

**Old Business/Current Business**

**Capacity Requests**

Ms. Severe, property owner at 214 Hamden Rd., and her engineer was present to request capacity and to connect to the sewer line. There is a force main in the front of the property. The property is currently serviced by an onsite septic system. Due to an impending sale of the property, a routine inspection of the septic system found that the septic system was non-compliant. The engineer stated, in his opinion, the replacement of the septic system would be cost prohibitive. Mrs. Wohlleb noted that it is not ideal to connect into a force-main but it can be done. Bayer-Risse Engineering, Inc. will provide

updated plans for Mrs. Wohlleb to review and provide comments. Ms. Severe established the required escrow. The request for capacity will be considered after connection plans are submitted and reviewed by CTSA engineer, Mrs. Wohlleb.

Country Club Drive Associates

Mr. Charles Urban, Mr. Evan Harris, Martin & Tune, Mr. David Meiskin and Mr. Carleton Kempf, Esq. were present. Ms. Jacqueline Klapp, court reporter, was present on behalf of Mr. Urban. Mr. Urban submitted documents indicating the intent to sell sanitary sewage capacity that Country Club Drive Associates believes it owns. There is a disagreement. There will be a stenographic transcript of their appearance.

Clinton Township COAH

- Willows At Annandale

Councilman Mullay reported they should be breaking ground in September.

Ms. Klapp left the meeting at 7:08 p.m.

Capital Budget Plan (Maple Ave & 641)

There were questions regarding the location of the electrical disconnect. The resolution of the issue involved DeMaio, JCP&L, Clinton Township Code Official and the engineers. This required submission of signed and sealed documents from the engineer to the Township. DeMaio Electrical submitted Change order #3 for a concrete collar around the wet well at Maple Avenue and the painting of the electrical panel equipment at the Route 641 pump station at a cost of \$4,031.54. Chairman Krommenhoek moved and Peter Geiger seconded the motion to approve Change order #3 in the amount of \$4,031.54 as submitted by DeMaio Electrical Company, Inc. There being no further discussion, the roll was called.

Resolution #37-2018

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

DeMaio Electrical Company, Inc. submitted Payment Applications #1-4 for the rehabilitation of Maple Ave. and County Road 641 pump stations. All four have been reviewed and recommended for payment by construction engineer, Nate Nickerson. Chairman Krommenhoek moved and Peter Geiger seconded a motion to approve:

payment application #1 - \$38,101.26  
payment application #2 - \$41,164.20  
payment application #3 - \$56,546.00  
payment application #4 - 165,342.27

There being no further discussion, the roll was called.

Resolution #38-2018

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

Town of Clinton Treatment Cost Litigation

Mr. Watts reported all three parties involved have agreed upon a mediator. A conference call is scheduled for July 31<sup>st</sup> to discuss dates in September.

Preventative Maintenance Program – BB

There was nothing new to report or discuss.

Ansuya

There was nothing new to report or discuss.

Stem Pump Station

All of the documentation has been submitted to the insurance company. It is currently under review.

Cryan's

Over approximately a week's time, July 16<sup>th</sup>-25<sup>th</sup> several high level alarms were received due to the pump not running. The pump was unclogged and put back into service and the wet well was pumped down several times. The floats were replaced and the pump replaced with a spare. A new replacement pump was needed. This could be contributed to an electrical issue. The run capacitor was replaced and seems to have resolved the issue. Chairman Krommenhoek requested a report of the expenses at this pump station over the past 2-3 years.

A discussion ensued regarding mini-pump stations that service only or two properties. Ms. Glode-Sethna suggested the Authority pass a resolution changing the CTSA's policy in the future when a pump and or controls fail, repairs will be made and after that point the pump station is turned over to the property owner. Mrs. Wohlleb's input is needed and will be discussed at a later date.

**New Business**

Operator's Report

Mr. Huntington provided a report. P3 performed the scheduled minor service on the generators. All pump stations have been inspected, baskets cleaned, and alarms tested. Mission Control units were installed and activated at the Mews, Deer Meadow, Water's

Edge, Stem Cramer's Creek and Hamden Rd. pump stations. The shed at DOT has deteriorated and the contents are being exposed to the elements. Mr. Huntington noted there is electric going to the shed and should be disconnected. It was determined there isn't anything of value inside and it should be cleaned out and taken down and the electric disconnected. High level alarm was received from County Rd. 641. The lead float was replaced. A neighboring customer reported a tree fell across the driveway at the Cramer's Creek pump station. NSU confirmed the tree is from 19 Wellington Drive and not the Authority's responsibility. The Mews pump #1 tripped and was clogged with debris. NSU unclogged the pump and it was put back into service. The generators at Beaver Brook #1 and Hamden Rd. ran due to power outages on July 20<sup>th</sup>. NHHS reported water running out of the pump station on June 11<sup>th</sup>. The control panel circuit breaker tripped. The auto-dialer failed to dial out an alarm. This will be replaced with a Mission Control unit. There are 8 wet wells that need to be cleaned. Quotes were requested and received from Russell Reid, \$4,940.00 and Accurate Waste Systems, Inc., \$5,000.00. EarthCare did not respond. Katrin Glode-Sethna moved and Chairman Krommenhoek seconded a motion to accept the proposal of Russell Reid for the cleaning of 8 wet wells at a cost of \$4,940.00. There being no further discussion, the roll was called.

Resolution #39-2018

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

The Joint Insurance Fund submitted the Loss Control report of their on-site inspection. The report was reviewed and noted issues will be addressed. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to confirm receipt of the June 1, 2018 Loss Control Report issued by the NJ Utility Authorities Joint Insurance Fund. There being no further discussion, the roll was called.

Resolution #40-2018

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

Mr. Huntington left the meeting at 8:26 p.m.

2017 Audit

Mr. Colantano was present to review the 2017 Audit. He noted net cash position is \$134,000 more than the preceding year due to the connection receipts from Ansuya. Depreciation is established by the engineer. We are not bonding for capital projects.

Abnormal expenditures are legal fees \$30k was budgeted but spent \$58k. Mr. Colantano noted a separate spreadsheet documenting treatment cost payments paid to the Town of Clinton over a 16 year period.

Ms. Paulus requested the Authority pass a resolution authorizing a refund for an overpayment made by Mr. Richard Peete of 9 Amherst Court. Mr. Peete submitted a request via email stating he made an error by paying \$450.00. He is requesting a refund of \$325.00 after the current quarter of \$125.00 is applied to his 3<sup>rd</sup> quarter bill. Chairman Krommenhoek moved and Michael Maurer seconded the motion to authorize the return of the overpayment of \$325.00 to Mr. Richard Peete. There being no further discussion, the roll was called.

Resolution #41-2018

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

Ms. Paulus received a quote of \$1,507.00 dated July 11, 2018, from Your Tech Team for 2 new computers for the office. Chairman Krommenhoek moved and Peter Geiger seconded a motion to authorize the payment for the purchase of 2 new computers from Your Tech Team in the amount of \$1,507.00. There being no further discussion, the roll was called.

Resolution #42-2018

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

Vouchers

Chairman Krommenhoek 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

There being no further business to discuss Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to adjourn the meeting at 8:52 p.m. The motion passed unanimously.

ATTEST:

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Meliss Paulus, Administrator

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Steven Krommenhoek, Chairman