

Clinton Township Sewerage Authority
Meeting Minutes—November 1, 2018

Chairman Krommenhoek called the meeting to order at 6:32 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 (via telephone), Jim Huntington, Licensed Operator, Nate Nickerson, Construction Engineer, William Colantano, Auditor, Nicole Paulus, Administrative Assistant and Meliss Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

October 4, 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 October 4, 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	Yes

Executive Session

Chairman Krommenhoek stated there is a need to enter into executive session for the purposes of discussing the pending mediation matter with the Town of Clinton and High Bridge and the Authority. No action is anticipated to be taken upon entering open session. Upon motion duly made, seconded and unanimously passed, the Clinton Township Sewerage Authority entered into executive session at 6:35 p.m. Those in attendance were Chairman Krommenhoek, Peter Geiger, Edward Schneider, Michael McCue, Katrin Glode-Sethna, Michael Maurer, William Colantano, Nancy Wohlleb, C. Gregory Watts, Nicole Paulus and Meliss Paulus.

Open Session

Upon motion made, seconded and unanimously passed the Authority closed the executive session and entered into open session at 7:12 p.m.

Old Business/Current Business

2019 Budget

Mr. Colantano presented the 2019 Budget. The Division of Local Government Services requires budgets be introduced 60 days prior to the end of the fiscal year. The CTSA has deemed it necessary to delay the Budget Introduction as all required

information was not available and recognizes the budget is delinquent for submittal to the State of New Jersey for a timely review. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to request permission to introduce the 2019 Operating Budget on the 1st day of November 2018. There being no further discussion, the roll was called.

Resolution #57-2018

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

Chairman Krommenhoek thanked Mrs. Glode-Sethna and Mr. Schneider. Mr. Colantano reported on the highlights of the proposed budget. Some being engineering fees for special projects, decrease of telephone charges, increase in part-time hours and education. There is an increase of \$10 per year for sewer fees. It is anticipated there will be a 2% cap on increases in future years. Mr. McCue inquired to the decrease of 29 EDUs. Ms. Paulus noted the decrease in units being billed for the Chase Bank property, previously a restaurant. Mr. Huntington will submit an amendment to the NSU contract to coincide with the calendar year. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to submit the 2019 budget as presented by Mr. Colantano. There being no further discussion, the roll was called

Resolution #58-2018

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

(Mr. Colantano left the meeting at 7:29 p.m.)

Capacity Requests

Mrs. Wohlleb reviewed plans submitted for the connection of 107 Annandale-High Bridge Rd. The property has received approval to convert a single-family home into a 2-family home. A discussion ensued regarding a gravity connection vs. a pump connection. The concern is the low flow for a pump connection. Ms. Wohlleb also reported the county road was recently paved and there is a moratorium. She will review Mr. Hill's email submitted late today and respond.

(Mrs. Wohlleb left the meeting at 7:39 pm.)

Capital Budget Plan (Maple Ave & 641)

Mr. Nickerson reported both stations are largely done. The maintenance bond needs to be submitted and waiting for the conflict engineer's inspection. Maple Ave. has some neighboring trees that are in poor shape and should be removed. Ms. Paulus will review and send a notice to the property owners. The parking area is constricted at 641. This needs to be addressed. Mr. Nickerson will obtain quotes to extend this area. Emergency signs are needed. Mr. Huntington will forward a draft of what is needed prior to ordering to cover all stations. Payment #7 has been submitted and approved for payment in the amount of \$62,871.94. Katrin Glode-Sethna moved and Peter Geiger seconded a motion to approve payment #7 in the amount of \$62,871.94 to DeMaio Electrical Co., Inc. There being no further discussion, the roll was called.

Resolution #59-2018

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

This was discussed in Executive session.

Preventative Maintenance Program – BB

Mr. Huntington is negotiating the quote he received.

Ansuya

There is nothing new to report or discuss.

Clinton Twp. COAH – Willows @ Annandale

Ms. Paulus received an email today from the contractor regarding the severing and capping of the existing sewer line.

Stem Pump Station

Mr. Nickerson is working on a revised estimate to disassemble the building to save money. He will finalize for the December meeting. Mission Controls has picked up the pump is starting and stopping frequently. This could be causing the issues with the pumps failing. Mr. Huntington issued a workorder to investigate this. The variable frequency drive should be adjusted. This would allow for a soft start and slow shutdown and allow the pump to run for a longer length of time. This is most likely the issue at Beaver Brook 1 & 2 as well.

Country Club Drive Associates

There was nothing new to report or discuss.

New Business

Operator's Report

Mr. Huntington provided a report. The new blower for Water's Edge was installed. The space heater needs to be replaced. A quote was received from PCS for the purchase and installation of a Mission Control unit at the DOT pump station. The Hamden Rd. pump station trash basket guide stop is missing. Chairman Krommenhoek requested NSU take the appropriate action to repair this. The new property owner at 6 Windsor Court reported 2 cleanout caps require replacement. Again, Beaver Brook 3 is experiencing issues with clogging which then causes odor issues downstream to residents on Helen Rd. in the Town of Clinton. Mr. Parr contacted TOC foreman Bob Niezgoda about the meter and possibly changing the design.

Chairman Krommenhoek moved and Edward Schneider seconded the motion to authorize the expenditure of \$1,223.90, as per the proposal submitted by NSU, for the replacement of the space heater located at the Water's Edge pump station. There being no further discussion, the roll was called.

Resolution #60-2018

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 Edward Schneider seconded the motion to accept the proposal of \$7,577.00 from PCS Pump and Process, Inc. for the installation of a new Mission Control unit at the DOT pump station. It is noted this is an extraordinary unspecifiable service and the equipment cannot be obtained through the "request for quote" process. There being no further discussion, the roll was called.

Resolution #61-2018

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

Vouchers

Katrin Glode-Sethna moved and Chairman Krommenhoek 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 Edward Schneider moved and Michael McCue seconded a motion to adjourn the meeting at 8:25 p.m. The motion passed unanimously.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman