

Clinton Township Sewerage Authority
Meeting Minutes—June 6, 2019

Chairman Krommenhoek called the meeting to order at 6:31 pm. Members present were Peter Geiger, Edward Schneider, Michael Maurer and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, Nancy Wohlleb, Engineer, Jim Huntington, Operator, Meliss Paulus, Administrator and Nicole Paulus, Administrative Assistant. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

May 2, 2019 – 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 May 2, 2019 meeting. There being no further discussion, the roll was called.

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|---------------------|--------|
| Steven Krommenhoek | Yes |
| Peter Geiger | Yes |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Absent |
| Michael Maurer | Yes |
| Daniel McTiernan | Yes |

Old Business/Current Business

Capacity Requests

Mrs. Wohlleb noted that there is nothing new to report for 6 West Street. She is still waiting for updated plans from the engineer.

Mrs. Wohlleb is still waiting to hear more on the grease trap for 2 West Street.

Capital Budget Plan

Chairman Krommenhoek and Peter Geiger had a conference call to discuss the Capital Budget Plan. They provided the Board with a spreadsheet detailing the proposed improvements through 2022. Projects include mini pump stations, Beaver Brook 3, DOT, NHHS and Hamden Road.

Town of Clinton Treatment Cost Litigation

This was discussed in Executive session.

Preventative Maintenance Program

Mr. Jim Huntington presented the quote from Russell Reid for cleaning and televising the Mews Pump Station. Additional quotes to be obtained for next board meeting.

Ansuya

There was nothing new to report or discuss.

Clinton Twp. COAH – Willows @ Annandale

There was nothing new to report or discuss.

Stem Pump Station

This was discussed during the operator's report.

Mini Pump Stations

This item is on hold until after the Town of Clinton Litigation is resolved.

Beaver Brook 3

The Authority is in receipt of proposal from Natural Systems Utilities for replacement of sewerage flow meter at Beaver Brook 3. Mr. Geiger will present proposal to Mayor Kovach at the Town of Clinton.

Comminutors vs. Trash Baskets

Mrs. Wohlleb prepared the Request for Proposal for replacing the existing comminutor units with debris baskets at Beaver Brook. She will remove the reference to Beaver Brook 1 and Beaver Brook 2 and list only one of the pump stations. Additionally, Mrs. Wohlleb will provide Ms. Paulus with list of possible contractors to send the RFP to.

Cryan's Tavern

The owners of Cryan's Tavern were sent another letter prior to the Board Meeting requesting their presence as well as detailing the requirement to have the grease trap cleaned every two weeks. Thus far the Tavern has been sending their cleaning reports/invoices to the Authority on a regular basis as requested. No representatives were present from Cryan's Tavern.

Zinn Realty

No construction is occurring on site. They received their third time extension for Planning Board approvals.

New Business

Operator's Report

Mr. Huntington reported that all stations are operational and alarms were tested. The stations have been inspected weekly, with data taken and baskets cleaned. Beaver Brook 3 flow meter and piping were flushed and cleaned. Paul Kaszas with the Hunterdon County Health Dept. performed an inspection on the Hamden Rd pump station generator. There were no issues at the time of the inspection. Cooper Power Systems will be performing the warranty inspection at Maple Ave. pump station generator on June 14th. Manhole 36 was lowered at 8 Lexington by Conover Excavating. The homeowner was very pleased with the outcome and requested contact information for Conover. The NHHS pump station power alarm went off. NSU discovered the street pole fuse was blown out and JCP&L repaired the fuse.

Mr. Huntington went on to provide an update on the Stem pump station. Old Castle has begun to pre-fabricate the building which should be ready in approximately four weeks. JCPL was contacted and are awaiting official date from NSU. The electrician has submitted their paperwork to the Township. The temporary rhombus control panel and comminutor motor starter came in today. The Township had requested additional information which was submitted today by NSU. Township has not yet issued permits. Ms. Paulus will contact Mr. Stem to inform him of the work to be completed at the Stem pump station. She will also provide Mr. Stem's contact information to NSU. Nothing has been received on the generator from the insurance company to date.

Resolution is required for the emergency services performed at Cramer's Creek to clean pump #2 due to clogging. Peter Geiger moved and Michael Maurer seconded a motion to approve the emergency services to clean pump #2 at Cramer's Creek pump station in the amount of \$1,664.00 as performed by Natural Systems Utilities. There being no further discussion, the roll was called.

Resolution #35-2019

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|---------------------|--------|
| Steven Krommenhoek | Yes |
| Peter Geiger | Yes |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Absent |
| Michael Maurer | Yes |
| Daniel McTiernan | Yes |

Wet Well Cleaning

Ms. Paulus had spoken with Mr. Parr from NSU regarding the possibility of bidding the wet well cleaning out to eliminate the need for obtaining proposals every six months. Few years back John Rolak had prepared a bid package for this. The Authority authorized Mrs. Wohlleb to locate the bid package and update as necessary. The bid package will be renewable for three years with a maximum yearly increase.

Debit / Credit Card

Ms. Paulus stated that in order to purchase Microsoft Business License it requires an automatic credit card renewal. Various options were discussed as far as debit card, credit card, procurement card, etc. Ms. Paulus will further research options.

Vouchers

Edward Schneider 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.

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|---------------------|--------|
| Steven Krommenhoek | Yes |
| Peter Geiger | Yes |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Absent |
| Michael Maurer | Yes |
| Daniel McTiernan | Yes |

Executive Session

Chairman Krommenhoek stated there is a need to enter into executive session for the purposes of discussing the litigation with the Town of Clinton and personnel items. Chairman Krommenhoek moved and Daniel McTiernan seconded a motion to enter into executive session at 7:39 pm for the purposes of discussing litigation with the Town of Clinton and personnel items. Action may be taken upon entering into open session. The motion passed unanimously.

Open Session

Edward Schneider moved and Chairman Krommenhoek seconded a motion to close executive session and enter into open session at 8:33 pm. The motion passed unanimously.

Upon entering back into open session, the Board took action on the Third Amendment to Binding Term Sheet for the Town of Clinton litigation. Edward Schneider moved and Peter Geiger seconded a motion to approve the Third Amendment to Binding Term Sheet and authorized that a copy be sent to the Town of Clinton for its review. There being no further discussion, the roll was called.

Resolution #36-2019

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|---------------------|--------|
| Steven Krommenhoek | Yes |
| Peter Geiger | Yes |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Absent |
| Michael Maurer | Yes |
| Daniel McTiernan | Yes |

The Authority conducted a six month review of Nicole Paulus and her performance. Based upon the review, the Authority believes her hourly pay should be increased. Chairman Krommenhoek moved and Michael Maurer seconded the motion to increase the hourly rate of Nicole Paulus from \$21.00 to \$21.50 commencing on July 1, 2019. There being no further discussion, the roll was called.

Resolution #37-2019

| | |
|---------------------|--------|
| Steven Krommenhoek | Yes |
| Peter Geiger | Yes |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Absent |
| Michael Maurer | Yes |
| Daniel McTiernan | Yes |

There being no further business to discuss, upon motion made by Edward Schneider and seconded by Peter Geiger and unanimously passed the meeting was adjourned at 8:37 pm.

ATTEST:

Nicole Paulus, Administrative Assistant

Steven Krommenhoek, Chairman