

**Clinton Township Sewerage Authority**  
**Meeting Minutes—July 25, 2019**

Chairman Krommenhoek called the meeting to order at 6:30 pm. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, Michael Maurer and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, Nancy Wohlleb, Engineer, Jim Huntington, Operator, William Colantano & Laura Atwell, Auditor, Brian Mullay, Clinton Township Council Liaison, 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**

June 6, 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 June 6, 2019 meeting. There being no further discussion, the roll was called.

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Abstain
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

**Old Business/Current Business**

**Capacity Requests**

Mrs. Wohlleb noted that there is nothing new to report for 6 West Street.

Mrs. Wohlleb reported that per Mr. Hill at Frey Engineering, the Annandale Reformed Church at 2 West Street installed a code approved grease trap in the kitchen at the church. Ms. Paulus stated that per the Church's request back in November 2018 the church will require an additional unit of capacity. A motion was made by Chairman Krommenhoek and seconded by Katrin Glode-Sethna to approve the additional unit of capacity for the Annandale Reformed Church. There being no further discussion, the roll was called.

**Resolution #38-2019**

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

### Capital Budget Plan

There was nothing new to report or discuss.

### Town of Clinton Treatment Cost Litigation

This was discussed in Executive session.

### Preventative Maintenance Program

Mr. Huntington noted that the quote from Russell Reid for cleaning and televising the Mews was the only quote received. The Authority will hold off on awarding the contract until Oswald can submit a competitive quote.

### Ansuya

Ms. Paulus stated that the line was televised, and debris was found, therefore, the line was jet vacuumed. It was also noted that the plug was removed. Mr. Huntington indicated that Ms. Paulus should request the plug to be put back in. Natural Systems Utilities has concerns regarding the manholes.

### Clinton Twp. COAH – Willows @ Annandale

Mrs. Wohlleb stated that the contractor installed the doghouse manhole and ran the stub to the road. It was discovered that the water and gas lines were too close in proximity to the sewer line, therefore, the sewer line will have to be encased. The contractor will coordinate the road closure to do the encasement.

### Stem Pump Station

Mr. Huntington reported that they are having difficulty with the Construction Department. They are requesting two sets of stamped and sealed plans be submitted for the roof. There have also been questions regarding the proposed electrical work. Chairman Krommenhoek will see what he can do to help expedite this.

### Mini Pump Stations

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

### Beaver Brook 3

Mr. Geiger requested that Mr. Huntington and Mrs. Wohlleb prepare a presentation detailing cost, time, pro's, con's and issues with that the Town is proposing versus what the Authority is proposing to replace the meter at Beaver Brook 3. Mr. Geiger will then present to Mayor Kovach at the Town of Clinton.

### Comminutors vs. Trash Baskets

Ms. Paulus received the Request for Proposal last week. Once list of contractors is received, Ms. Paulus will send out the RFP.

## 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. Cooper Power Systems performed the warranty inspection on the Maple Ave pump station generator and all systems were normal. NSU did observe the jetting and cleaning of Ansuya (Marriot Hotel) and there are areas of concern where the pipes enter the manholes. Ms. Paulus to contact the Town of Clinton regarding our concerns. The Stem pump station generator would not start automatically and it was found that the circuit board was faulty. P3 Generator Services submitted two quotes, one to purchase the circuit board and another for a Cummins Tech to reprogram the control board. Action will be taken after Operator's report. Beaver Brook 2 wet well transducer was malfunctioning, consequently, Pumping Services replaced transducer. During an inspection at Cramer's Creek pump station NSU saw a tree had fallen on parameter fence. The property owner at 19 Wellington was notified and the tree has been cleared. North Hunterdon High School pump station flows have been extremely high. The issue was discovered this afternoon that there is a bad section of pipe between manholes 14, 15 & 16. The Authority requires permission to video the line. Brian Mullay will assist with coordinating permission. Resident at 7 Bedford Court notified the Authority that one cleanout is still open. Resident was informed that it was his responsibility to replace cap. Attorney Watts suggested that the Authority set in place a new policy that defines the homeowner to replace and/or repair cap, furthermore, if they do not the Authority will repair and the homeowner will be billed for the repair and it will become a lien on their property. Attorney Watts will draft policy. DOT pump station had numerous alarms and power failures resulting in NSU replacing the power supply and installed ventilation fan in control panel. Station returned to normal.

P3 submitted two quotes for the generator at the Stem pump station, one for a new circuit board in the amount of \$1,748.26 and another quote for a Cummins Rep to come out and reprogram the board for \$2,369.24. Katrin Glode-Sethna made a motion and Michael Maurer seconded the motion to approve P3's quote in the amount of \$1,748.26 to purchase a circuit board, as well as to approve their quote in the amount of \$2,369.24 for a Cummins Tech to come and reprogram the control board for the generator at Stem pump station. There being no further discussion, the roll was called.

### Resolution #39-2019

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

Pumping Services performed an emergency service to replace the transducer at the Beaver Brook 2 pump station. Peter Geiger made a motion and Chairman Krommenhoek seconded the motion to approve payment to Pumping Services in the amount of \$1,725.00

to replace the transducer at Beaver Brook 2. There being no further discussion, the roll was called.

Resolution #40-2019

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

In addition, the exhaust fan at Beaver Brook 2 needs replacement. Chairman Krommenhoek made a motion and Peter Geiger seconded the motion to approve Pumping Services' work order in the amount of \$1,163.20 to replace the exhaust fan at Beaver Brook 2. There being no further discussion, the roll was called.

Resolution #41-2019

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

Driveway Maintenance submitted quotes for sealcoating at Maple, Stem, Beaver Brook 1, Beaver Brook 2, Deer Meadow, Cramer's Creek and Hamden Road pump stations totaling \$2,509.00. Additionally, Driveway Maintenance submitted a quote in the amount of \$2,500.00 to repair the asphalt at Beaver Brook 1. Beaver Brook 1 has a depression which Chairman Krommenhoek will inspect to determine the cause. Chairman Krommenhoek requested to hold off on taking action to repair Beaver Brook 1 at this time. Peter Geiger made a motion and Katrin Glode-Sethna seconded the motion to approve Driveway Maintenance's quotes for sealcoating at Maple, Stem, Beaver Brook 1, Beaver Brook 2, Deer Meadow, Cramer's Creek and Hamden Road pump stations totaling \$2,509.00. There being no further discussion, the roll was called.

Resolution #42-2019

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

Discussion occurred regarding options to widen the pad at the 641 pump station. The addition of stones seemed like a viable option which would not require permits. This item will be discussed further at a later date.

Per the JIF Inspector there are several trees that need to be cut down at Maple Avenue pump station. The adjacent homeowner will be advised of Inspector's findings.

### 2018 Audit

Ms. Atwell presented the 2018 Audit. She noted that the audit was delayed due to the State not releasing the GASB 68 pension amount. Our revenue is down by about \$60,000 from 2017. Expenditures were just under \$1.4M. Treatment costs increased by \$44,000. There was an increase in salaries of \$16,000 due to part time administrative assistant. Additionally, legal expenses were over budget by \$37,000 primarily due to litigation with the Town of Clinton. In 2017 legal fees were approximately \$58,000 and in 2018 approximately \$67,500. Expenditures exceeded revenue by approximately \$15,000. There are no recommendations for the 2018 Audit.

### Inactive Developer Escrow Accounts

Attorney Watts stated there were several inactive escrow accounts and the remaining funds should be returned to those parties. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to approve refunds to the following escrow accounts:

○ K&F Clinton	\$143.64
○ Leonard Perillo	\$383.75
○ Van Cleef Engineering	\$131.24
○ TD Bank	\$885.20
○ 9 Main St LLC	\$720.60
○ Nancy Lomas-Reynolds	\$244.95
○ The Food Cure LLC	\$170.80

There being no further discussion, the roll was called.

### Resolution #43-2019

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did Not Vote

### 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. Peter Geiger moved and Michael Maurer seconded a motion to enter into executive session at 7:54 pm for the purposes of discussing litigation with the Town of Clinton. No action is anticipated to 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 8:10 pm. The motion passed unanimously.

### 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
Daniel McTiernan	Did Not Vote

There being no further business to discuss, upon motion made by Edward Schneider and seconded by Chairman Krommenhoek and unanimously passed the meeting was adjourned at 8:14 pm.

ATTEST:

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Nicole Paulus, Administrative Assistant

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Steven Krommenhoek, Chairman