

Clinton Township Sewerage Authority
Meeting Minutes—September 11, 2019

Chairman Krommenhoek called the meeting to order at 6:33 pm. Members present were Peter Geiger, Katrin Glode-Sethna, Michael Maurer and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, Nancy Wohlleb, Engineer, Jim Huntington, Operator and Meliss Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

July 25, 2019 – Open and Closed Sessions

A motion was made by Michael Maurer and seconded by Peter Geiger to approve the open and closed session minutes of the July 25, 2019 meeting. There being no further discussion, the roll was called.

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

Michael McCue Recognition

Chairman Krommenhoek recognized Michael McCue for serving as a valued member of the Clinton Township Sewerage Authority from 2006 to 2019. A motion was made by Michael Maurer and seconded by Katrin Glode-Sethna acknowledging the exemplary services of Michael McCue to the Authority. There being no further discussion, the roll was called.

Resolution #44-2019

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

(Michael McCue left the meeting after his recognition).

Old Business/Current Business

Capacity Requests

Planning Board Resolution 2019-04 approved a time extension for 6 West St and incorrectly stated that approval was received from the Authority for the revised plans. Mrs.

Wohlleb confirmed that she did not complete a formal review of plans; it was an informal discussion between herself and a colleague regarding revised easement. Attorney Watts suggested a letter should be sent to the Planning Board stating, 1. the contents of the resolution are incorrect, and plans have not been approved and 2. CTSA has no record of the requisite sewer capacity being allocated to that project. The Board directed Attorney Watts to prepare letter once information is received from Mrs. Wohlleb.

Ms. Paulus stated that it is necessary for the Authority to pass a resolution authorizing Chairman Krommenhoek to sign the reservation agreement for the Annandale Reformed Church at 2 West St. Annandale Reformed Church has paid 25% of the connection fee as required. A motion was made by Katrin Glode-Sethna and seconded by Michael Maurer approving Chairman Krommenhoek to execute the reservation agreement for the additional unit of capacity for the Annandale Reformed Church at 2 West St. There being no further discussion, the roll was called.

Resolution #45-2019

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

Capital Budget Plan

There was nothing new to report or discuss. This will be discussed at the upcoming budget meeting.

Town of Clinton Treatment Cost Litigation

This was discussed in Executive session.

Preventative Maintenance Program

Mr. Huntington stated that we are still waiting on Oswald to submit a competitive quote.

Ansuya

It was previously discussed that the plug should be placed back in. Ms. Paulus had correspondence with the land use attorney and the Town of Clinton concerning flows but when it came down to it all they had to do was clean and place furniture in hotel. Ms. Paulus will follow up with Bob Clerico regarding the Authority's concerns and obtaining the inspection records. Town of Clinton was billed for the third quarter.

Clinton Twp. COAH – Willows @ Annandale

Mrs. Wohlleb stated that the contractor encased the sewer line. The Authority should ensure the plug stays in. Inspection reports and As-builts need to be obtained.

Stem Pump Station

Mr. Huntington reported they are still waiting for two sets of stamped and sealed plans from Old Castle. Mr. Huntington noted we are still on schedule.

Mini Pump Stations

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

Beaver Brook 3

Mr. Geiger will send Natural Systems Utilities' recommendation for the sewerage flow meter replacement to Mayor Kovach at the Town of Clinton.

Comminutors vs. Trash Baskets

Ms. Paulus will send out request for proposal to contractors.

2018 Audit

Details of the 2018 Audit were discussed at the July meeting. A motion was made by Peter Geiger and seconded by Chairman Krommenhoek to certify review of the 2018 Audit. There being no further discussion, the roll was called.

Resolution #46-2019

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

107 Annandale HB Road

Ms. Paulus stated that they are connected to our system and the balance of connection fee was paid.

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. The exhaust fan was replaced at Beaver Brook 2. (Edward Schneider arrived at the meeting at 7:18 pm). NJUA JIF conducted inspections at Beaver Brook 1, Cramer's Creek, Hamden Rd, NHHS, Maple Ave and Mews pump stations. Natural Systems Utilities will address Suggestions for Improvement and respond to JIF inspector. The Authority will forward the inspection report and a letter to the adjacent homeowner to the Maple Ave pump station

regarding trees to be removed. P3 installed the Stem pump station generator circuit board. Ms. Paulus will contact our Risk Manager for his recommendation on replacement of generator. NSU addressed alarm at Cryan's Tavern.

NSU replaced the power supply and installed a ventilation fan in the control panel at the DOT pump station. A motion was made by Chairman Krommenhoek and seconded by Peter Geiger to approve payment to NSU in the amount of \$1,686.15 for replacement of the power supply and ventilation for the mission control system at the DOT pump station. There being no further discussion, the roll was called.

Resolution #47-2019

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

The Authority is in receipt of the NJUA JIF Loss Control Report. A motion was made by Chairman Krommenhoek and seconded by Katrin Glode-Sethna acknowledging receipt and review of the Loss Control Report from NJUA JIF dated July 25, 2019. There being no further discussion, the roll was called.

Resolution #48-2019

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

As discussed at the previous Board meeting, there is a depression in the driveway at Beaver Brook 1 that requires repair. The Authority received a quote from Driveway Maintenance in the amount of \$2,500.00 for asphalt repair. Due to a miscommunication with Driveway Maintenance, the repair work was completed prior to resolution adoption. A motion was made by Peter Geiger and seconded by Chairman Krommenhoek to approve payment to Driveway Maintenance in the amount of \$2,500.00 for the driveway repair at Beaver Brook 1. There being no further discussion, the roll was called.

Resolution #49-2019

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

2020 Budget

Edward Schneider and Katrin Glode-Sethna were selected for the Budget Committee. The Budget meeting was scheduled for September 25, 2019 at 9:00 am.

(Mr. Huntington left the meeting).

Transfer of Funds

A resolution is necessary to approve transfer of funds from the Authority's investment account to the operating account for ongoing expenses. A motion was made by Peter Geiger and seconded by Katrin Glode-Sethna, subject to the Auditor's approval, authorizing the transfer of funds from the investment account to the operating account with a not to exceed limit of \$230,000.00 and immediate transfer of \$100,000.00. There being no further discussion, the roll was called.

Resolution #50-2019

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

Adopt 125 Premium Only Plan

The Authority requires documentation demonstrating health premiums are paid pre-tax through a 125 Premium Only Plan. A third party is necessary to administer and manage the 125 plan. Therefore, the Authority has contacted Wage Works who quoted a yearly rate of \$225.00. A motion was made by Katrin Glode-Sethna and seconded by Chairman Krommenhoek to enter into an Agreement with Wage Works to administer the 125 plan at a yearly rate of \$225.00. There being no further discussion, the roll was called.

Resolution #51-2019

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

League of Municipalities

The Authority desires to attend the annual League of Municipalities meeting. A motion was made by Peter Geiger and seconded by Katrin Glode-Sethna authorizing its members and Administrator to attend the annual League of Municipalities meeting. Those attendees will be reimbursed for or the Authority will pay for the registration fees, hotel

room, mileage and up to \$75.00 per day for meals. There being no further discussion, the roll was called.

Resolution #52-2019

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

Vouchers

Michael Maurer 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

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. Chairman Krommenhoek moved and Michael Maurer seconded a motion to enter into executive session at 8:00 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

Peter Geiger moved, and Edward Schneider seconded a motion to close executive session and enter into open session at 8:14 pm. The motion passed unanimously.

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 8:15 pm.

ATTEST:

Nicole Paulus, Administrative Assistant

Steven Krommenhoek, Chairman