

Clinton Township Sewerage Authority
Meeting Minutes—November 7, 2019

Chairman Krommenhoek called the meeting to order at 6:31 p.m. 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, William Colantano, Auditor, 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

October 3, 2019 – Open and Closed Sessions

A motion was made by Peter Geiger and seconded by Edward Schneider to approve the open and closed session minutes of the October 3, 2019 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
Daniel McTiernan	Did not vote

Old Business/Current Business

Capacity Requests

6 West St.

Mr. Mullay stated the additional capacity requirement has been taken care of. Mrs. Wohlleb provided the sanitary sewer details to the project engineer.

2 West St.

There was nothing new to report or discuss.

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

There was nothing new to report or discuss.

Ansuya

This has been completed with the billing commencing with the third quarter.

Clinton Twp. COAH – Willows @ Annandale

Mr. Mullay stated CO's are anticipated mid-January. Mrs. Wohlleb will send a letter requesting the sewer lines be cleaned and videoed prior to accepting flow.

Stem Pump Station

Chris Sarra, NSU, provided an update. Permits have been approved and building fabrication has resumed. Utility mark-outs have been completed. JCP&L and Clinton PD have been informed of tentative schedule. Temporary panels and underground conduit will be installed once electrician has all the parts. Completion is expected in approximately four weeks.

Mini Pump Stations

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

Beaver Brook 3

Mayor Kovach sent a letter regarding grease issues resulting in odor complaints. It was requested the use of degreaser be resumed. Chairman Krommenhoek will send a response with the action plan and request the complaint information be sent to us upon receipt so we can immediately investigate the exact area and determine a cause. Mr. Parr believes the recommended replacement of the flow meter should resolve this issue.

Comminutors vs. Trash Baskets

Two proposals were received out of the four requests that were sent. There were some inconsistencies in the proposals received, specifically one quote included a davit and the other did not. The RFP did not include a davit but the operator has requested it since the truck does not have a crane. Mrs. Wohlleb will contact Pumping Services to update and clarify the scope of work.

2020 Budget

Mr. Colantano reported the State has approved the budget as introduced. Peter Geiger moved and Katrin Glode-Sethna seconded the motion to introduce the 2020 budget as presented by Mr. Colantano. There being no further discussion, the roll was called.

Resolution #55-2019

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

Chairman Krommenhoek thanked the Budget Committee.

New Business

Operator's Report

Mr. Parr provided a report all stations are operational, and alarms were tested. The stations have been inspected weekly, with data taken and baskets cleaned. The Mews generator block heater was replaced by P3. The operator observed I & I coming into the wet well around the link seal where the pump discharge pipe leaves the wet well at the Hamden Rd. pump station. Also noted, the pump guide rails were becoming detached from the wet well. I & I was observed coming into the wet well at one of the joints at NHHS pump station. NSU will further investigate and provide a report and recommendation.

Ms. Paulus received a request from Mr. Rich Mupo, NHHS Supervisor of Maintenance and Custodial Services, to obtain a quote and request to enter into a shared services agreement to provide this service. Russell Reid submitted a proposal of \$1,400.00 to perform video pipe inspection of 1,200' of 8" PVC collection pipe coming from the NHHS to the pump station. This will identify I & I and/or compromised collection pipe. A discussion ensued regarding this request and the additional costs involved. Ms. Paulus will notify Mr. Mupo the requested shared services agreement would add approximately \$350.00 legal fees to the proposal.

Administrative Assistant

Nicole Paulus submitted her resignation effective October 18th. Ms. Paulus placed an ad on the Clinton Township and League of Municipalities' websites. Mrs. Glode-Sethna and Chairman Krommenhoek volunteered to review resumes and interview potential candidates.

Peapack-Gladstone Bank Signature Cards

Updated signature cards are required for Peapack-Gladstone Bank for the escrow account. Chairman Krommenhoek moved and Edward Schneider seconded the motion to authorize the signatures of the board members for the Peapack-Gladstone Bank escrow account. There being no further discussion, the roll was called.

Resolution #56-2019

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

Snowplowing Proposal

Requests for snowplowing proposals for the 2019-2020 winter season were sent. A. Patullo Power Wash, Inc and Ragozine's Landscaping, LLC submitted proposals. A. Patullo was the lower proposal. It is noted this is the company that bought-out Driveway Maintenance. Tom and Mike are still our company representatives. DMI has provided dependable and excellent service at a reasonable cost for many years. Katrin Glode-Sethna moved and Chairman Krommenhoek seconded a motion to accept the proposal as submitted by A. Patullo Power Wash, Inc. for snowplowing for the 2019-2020 winter season. There being no further discussion, the roll was called.

Resolution #57-2019

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

(Mr. Colantano left the meeting 7:32 p.m.)

Vouchers

Chairman Krommenhoek inquired about the JCP&L bill. Ms. Paulus noted there were several "no reads" last month. Chairman Krommenhoek would like to see reports for kilowatt hours. Ms. Paulus will get this information. Peter Geiger moved, and Michael Maurer 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 executive session for the purposes of discussing the litigation with the Town of Clinton and potential litigation with regard to the request for capacity. Peter Geiger moved and Katrin Glode-Sethna seconded a motion to enter executive session at 7:35 p.m. for the purposes of discussing litigation with the Town of Clinton. No action is anticipated to be taken upon entering open session. The motion passed unanimously.

Open Session

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to close executive session and enter open session at 8:12 p.m. 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 8:12 p.m.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman