

Clinton Township Sewerage Authority
Meeting Minutes—October 1, 2020

Chairman Krommenhoek called the meeting to order at 6:30 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, and Michael Maurer. Also present were C. Gregory Watts, Attorney, William Colantano and Laura Atwell, Auditors, 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

September 3, 2020 – Open and Closed Sessions

Mrs. Glode-Sethna noted the Executive Session minutes should reflect the arrival of Mr. Maurer. Ms. Paulus will make this amendment. A motion was made by Chairman Krommenhoek and seconded by Vice-Chairman Geiger to approve the open and closed session minutes of the September 3, 2020 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	Absent

Public Comment

There was no one in attendance from the public.

Old Business/Current Business

Capacity Requests

Ms. Paulus stated no formal requests have been received.

Pending Connections

- 6 West St. – Old Municipal Building

The “will-serve” letter was sent. Final Planning Board approval was granted. The Township has adopted an ordinance to place an easement, transfer the property and vacate Washington St.

Capital Budget Plan

There was nothing new to report or discuss.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program

There was nothing new to report or discuss.

Clinton Twp. COAH

- Willows at Annandale

Waiting for a response to Chris Wohlleb's review comments to the as-builts and the easement. All units are occupied.

- PIRHL

Nothing new to report or discuss.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

There was nothing new to report or discuss.

Comminutors vs. Trash Baskets

No action will be taken at this time.

Country Club Drive Associates

This will be discussed in Executive Session.

Personnel

This will be discussed in Executive Session.

2021 Budget

Mr. Colantano and Ms. Atwell presented the 2021 Budget. \$50,000 of surplus will be utilized to maintain the rates. There will not be any contribution to Renewals and Replacements. Interest Income is zero due to plummeting rates. Salaries and Wages and Benefits have increased due to increasing the part-time position to full-time. Expenditures are relatively the same. Expenditures increased by \$35,000 or 2.64%. Chairman Krommenhoek thanked Mrs. Glode-Sethna, Mr. Schneider, Ms. Atwell, Mr. Colantano and Ms. Paulus.

Vice-Chairman Geiger moved and Chairman Krommenhoek seconded the motion to introduce the 2021 Budget as presented. There being no further discussion, the roll was called.

Resolution #49-2020

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

New Business

Operator's Report

Mr. Parr was not available to attend the meeting but provided a report. All stations have been inspected weekly, with data taken and baskets cleaned. High level alarms were tested for the month. P3 completed minor service on the generators. DOT pump station was due for a C-more SCADA upgrade. It was discovered that a zip link card required replacement. Ms. Paulus reported the flow meter has stopped functioning at Stem pump station. Mr. Parr is acquiring quotes to replace it. Pumping Services provided a quote to pull and inspect the comminutor at the Stem pump station. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the quote submitted by Pumping Services in the amount of \$850.00 to pull the comminutor for evaluation. There being no further discussion, the roll was called.

Resolution #50-2020

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

Return of Capacity – 30 Main St. 2-family to single family

Mr. Kevin Coleman, owner of 30 Main St., submitted a request to return one unit of capacity due to the residence being converted from a two-family to a single family several years ago. Katrin Glode-Sethna moved and Chairman Krommenhoek seconded the motion to reduce the sanitary sewage treatment capacity allocation for 30 Main St. to 300 gpd effective October 1, 2020. There being no further discussion, the roll was called.

Resolution #51-2020

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

Michael Maurer	Abstain
Daniel McTiernan	Absent

Vouchers

Michael Maurer moved and Edward Schneider 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	Absent

Executive Session

Chairman Krommenhoek stated there is a need to enter executive session for the purposes of discussing litigation with the Town of Clinton, Country Club Drive Associates, Contractual and Personnel matters. Action might be taken upon entering open session. Upon motion duly made, seconded, and unanimously passed, the Clinton Township Sewerage Authority went into closed session at 6:56 p.m.

(It is noted that Brian Mullay left Executive Session at 7:15 p.m.)

Open Session

Vice-Chairman Geiger moved and Chairman Krommenhoek seconded a motion to close executive session and enter open session at 7:39 p.m. The motion passed unanimously.

Chairman Krommenhoek moved and Vice-Chairman Geiger seconded the motion to issue an employment offer for the full-time position of Clerk to Taralyn Stokes at a starting salary of \$40,000.00 per year. There being no further discussion, the roll was called.

Resolution #52-2020

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

There being no further business to discuss, Edward Schneider moved and Chairman Krommenhoek seconded the motion to adjourn the meeting. The motion was unanimously passed to adjourn the meeting at 7:41 p.m.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman