

Clinton Township Sewerage Authority
Meeting Minutes—September 2, 2021

Chairman Krommenhoek called the meeting to order at 6:35 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna (remotely), Michael Maurer and Daniel McTiernan. Also, present were C. Gregory Watts, Attorney, Nancy Wohlleb (remotely), Engineer, Roger Parr (remotely), Operator, Christopher Langhart (remotely), Bond Counsel, William Colantano, Auditor, Laura Atwell, Auditor, Tara Stokes (remotely), Clerk, and Meliss Paulus, Administrator. Chairman Krommenhoek stated adequate public notice had been provided in accordance with the Open Public Meetings Act.

Pledge of Allegiance

Minutes

July 22, 2021 – Open and Closed Session

A motion was made by Peter Geiger and seconded by Michael Maurer to approve the open and closed session minutes of the July 22, 2021, meeting. There being no further discussion, a voice vote was called. All Ayes. Motion carried.

Public Comment

There was no public comment.

Old Business/Current Business

Capacity Requests

There was nothing new to report or discuss.

Pending Connections

- 6 West St
- 1728 Route 31
- 248-250 Hamden Rd
- 13 Moebus Place - Warehouse
- NJDOT – Beaver Ave. New Garage/Wash Bay
- 1707 Route 31 – Gas Station/Coffee Shop

There was nothing new to report or discuss.

- 14 Moebus Place – Yaros

Mrs. Wohlleb advised that she received a request from the developer to inspect the connection. Mott McDonald inspected the connection on August 27, 2021. The developer has since backfilled the connection. Additionally, an inspection may be done by Mott McDonald to make sure the casting has been installed to protect the cleanout caps.

Capital Budget Plan

There was nothing new to report.

Town of Clinton Treatment Cost Litigation

Mr. Watts, Attorney, advised that Town of Clinton treatment cost litigation will be discussed in closed session.

Preventative Maintenance Program – MEWS

Mr. Parr stated that the videoing and cleaning of the Mews was completed and will be discussed during the operator's report.

Clinton Twp. COAH

- Clinton LIHTC LLC/Clinton Woods

There is nothing new to report to discuss.

- Ingerman - Rt. 31 (80 Affordable, 64 Market, 1 onsite Super)

There is nothing new to report or discuss.

- Grayrock Rd. (6 Affordable, 24 Market)

There is nothing new to report or discuss.

Mini Pump Stations

Cryan's Pump Station will be discussed in executive session.

Beaver Brook 3

Mrs. Wohlleb advised that the originally proposed Flowdar is not a viable option for measuring the flow at Beaver Brook 3 due to distortion. Chairman Krommenhoek requested that Mrs. Wohlleb provide a more detailed review, concept, and proposal for additional options for monitoring flow for the next meeting.

Comminutors vs. Trash Baskets

Chairman Krommenhoek requested the estimates, prepared by MM, for BB#1 PS and BB#2 PS trash basket conversion be available for the budget meeting on September 9, 2021.

Country Club Drive Associates

Chairman Krommenhoek advised that this will be discussed in executive session.

Maple Ave/Route 641 Infiltration & Inflow

Mrs. Wohlleb recommended to check the manholes during a wet period. Mr. Parr noted Maple Ave. ran non-stop during Hurricane Ida.

NHHS

- I & I

Ms. Paulus advised that NHHS personnel are reviewing the information provided by the CTSA and will follow up. Mr. Parr advised that he has videos of 3 manholes of recent flows before and during Hurricane Ida. Chairman Krommenhoek requested Mrs. Wohlleb try to identify which sewer lines are tributary to each manhole.

- Rebuild

Mr. Langhart requested the board adopt a bond resolution to participate in the bonding for NJIB long term financing not to exceed \$1,200,000.00.

Chairman Krommenhoek moved and Peter Geiger seconded the motion to approve the bonding for NJIB long term financing not to exceed \$1,200,000.00. There being no further discussion, the roll was called.

Resolution #57 -2021

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

Ms. Paulus requested the board adopt a resolution to accept the proposal of Mott McDonald in the amount of \$13,000.00 for professional services obtained for assistance in applying for bond financing through NJIB.

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the proposal of Mott McDonald in the amount of \$13,000.00 for professional services obtained for assistance in applying for bond financing through NJIB. There being no further discussion, the roll was called.

Resolution #58 -2021

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

Ms. Paulus requested the board adopt a resolution to accept the professional services agreement for the Mott McDonald contract for the design and bid phase of the NHHS project. At such time said Agreement is in acceptable form, Chairman Krommenhoek is authorized to sign the Agreement.

Chairman Krommenhoek moved and Peter Geiger seconded the motion for professional engineering services for the design and bid phase of the NHHS project, but only at such a time as the Authority's counsel has approved the agreement for professional services as to form. There being no further discussion, the roll was called.

Resolution #59 -2021

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

Mr. Watts requested the board adopt a resolution authorizing Chairman Krommenhoek to endorse all TWAs, upon the advice and consent of its consulting engineers, going forward.

Resolution #60 -2021

Peter Geiger moved and Chairman Krommenhoek seconded the motion authorizing Chairman Krommenhoek to endorse TWAs upon the advice and consent of the Authority's engineers. There being no further discussion, a voice vote was called. All ayes. Motion carried.

New Business

2020 Audit Report & Synopsis

Mr. Colantano and Ms. Atwell from Bedard Kurowicki & Co reported on the results from the 2020 audit report and synopsis. No recommendations were made.

Chairman Krommenhoek moved and Peter Geiger seconded the motion to acknowledge receipt of the 2020 Audit and all members have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations". The secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the group affidavit, accompanied by a certified true copy of this resolution. There being no further discussion, the roll was called.

Resolution #61 -2021

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

Michael Maurer	Yes
Daniel McTiernan	Did not vote

(It is noted Ms. Atwell, Mr. Colantano and Mr. Langhart left the meeting at 7:46p.m.)

Operator's Report

Mr. Parr reported all stations are operational, have been inspected weekly, data collected, and baskets cleaned. High level alarms were tested. Mr. Parr reported the following activities/issues:

- July 21st - NSU Operator was called in for high level alarm at Cryan's Tavern. The float was stuck and didn't tip. The operator skimmed and pumped down the wet well. NSU suggest getting Apgar and Son to clean the wet well.
- July 27th - Pump Station cleaning was completed by Russell Reid.
- August 14th - NSU received a power failure alarm at the DOT PS. NSU operator responded to reset the Stem PS Remote Monitoring Communication.
- August 18th - All Pump Station Fire Extinguishers were tested
- August 18th & August 19th - McVac Environmental LLC performed jetting and video pipe inspection of the Mews collection system. The Collection System was fairly clean. Two slight pipe sags were noted between ME0025, ME0026 and ME0034, ME0035. A manhole not on the map was discovered and noted as ME0020A.
- August 25th - JA Montgomery Consulting performed the Annual Inspection for the NJUA.
- September 2nd - High level alarms were received from Maple Ave, Hamden Road, DOT, and Stem PS due the extradentary high flows created by the remains of Hurricane Ida. Hamden Road remains on generator.

(Mr. Parr left the meeting at 7:53 p.m.)

Renew NJ JIF Membership Resolution

Ms. Paulus requested the CTSA adopt a resolution authorizing the renewal of the NJ Utility Authorities Joint Insurance Fund membership. The NJ JIF renewal is a 3-year term from January 1, 2022 – January 1, 2025. An agreement to renew membership will also need to be signed by Chairman Krommenhoek.

Chairman Krommenhoek moved and Michael Maurer seconded the motion to renew the Clinton Township Sewerage Authority's membership in the New Jersey Utility Authorities Joint Insurance Fund for a three-year period beginning January 1, 2022 and ending January 1, 2025. This also authorizes the Chairman to sign said agreement. There being no further discussion, the roll was call.

Resolution #62 -2021

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

Public Purchasing 1

Ms. Paulus requested the CTSA approve the expenditure for Ms. Stokes to take the necessary educational courses with regards to public purchasing requirements. The initial course for purchasing is Principals of Public Purchasing 1 at a cost \$944.00 through Rutgers University.

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to approve Ms. Stokes to take “Principals of Public Purchasing 1” in the amount of \$944.00 at Rutgers University. There being no further discussion, the roll was called.

Resolution #63 -2021

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

79 Beaver Ave. Lease Agreement

Mr. Watts advised that the final lease agreement with Beaver Ave Development LLC is still pending and will need to be discussed at the October 7, 2021 meeting.

Ms. Paulus recommended that the CTSA adopt a resolution to accept the donation of the used shed from Beaver Ave Development LLC to be moved to DOT PS at expense of Beaver Ave Development LLC. The shed is currently located at 79 Beaver Avenue for the purpose of storage of CTSA documents.

Resolution #64 -2021

Chairman Krommenhoek moved and Peter Geiger seconded the motion to accept the donation of the used shed from Beaver Ave Development LLC to be moved to DOT PS at the expense of Beaver Ave Development LLC. There being no further discussion, a voice vote was called. All ayes. Motion carried.

Hazard Communication Coordinator

Ms. Paulus requested the CTSA adopt and implement a Hazard Communication Plan as well as appoint Ms. Stokes as the Hazard Communication Coordinator as required by the State of NJ and the NJ JIF.

Resolution #65 -2021

Chairman Krommenhoek moved and Peter Geiger seconded the motion to adopt and implement a Hazard Communication Plan as well as appoint Ms. Stokes as the Hazard Communication Coordinator. There being no further discussion, a voice vote was called. All ayes. Motion carried.

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.

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

Executive Session

Peter Geiger moved and Chairman Krommenhoek seconded entering executive session at 8:15 p.m. to discuss contractual matters and litigation. Action may be taken upon exiting executive session. Roll was called. All Ayes.

(Mrs. Wohlleb left the meeting at 8:15 p.m.)

Open Session

Edward Schneider moved and Michael Maurer seconded the motion to exit executive session and enter open session 8:47 p.m.

The CTSA determined there is a need to have past capacity studies updated to help enable the Authority to determine what unused capacity, if any, exists in the Authority's sanitary sewerage collection system.

Chairman Krommenhoek moved and Peter Geiger seconded the motion to accept the proposal of Mott MacDonald dated August 25, 2021 to prepare an updated study of sanitary sewage capacity in the amount not to exceed \$3,510.00. There being no further discussion, the roll was called.

Resolution #66-2021

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, Edward Schneider moved, seconded by Chairman Krommenhoek, and unanimously passed the meeting was adjourned at 8:48 p.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman