

Clinton Township Sewerage Authority
Meeting Minutes—March 3, 2022

Chairman Krommenhoek called the meeting to order at 6:37 p.m.

Statement of Adequate Notice

Chairman Krommenhoek stated adequate public notice had been provided in accordance with the Open Public Meetings Act.

Pledge of Allegiance

Attendance Roll Call:

Steven Krommenhoek, Chairman	present
Peter Geiger (remotely), Vice Chairman	present
Edward Schneider, Secretary	present
Katrin Glode-Sethna (remotely), Treasurer	present
Joseph Wrba	present
Daniel McTiernan	present

Also present:

Bill Glaser, Council Liaison
C. Gregory Watts, Attorney
Nancy Wohlleb (remotely), Engineer
Roger Parr (remotely), Operator
Jim Huntington (remotely), Operator
Tara Stokes (remotely), Clerk
Meliss Paulus, Administrator

Minutes

January 6, 2022 – Open and Closed Sessions
February 3, 2022 – Open and Closed Sessions

A motion was made by Edward Schneider and seconded by Chairman Krommenhoek to approve the open and closed session minutes for both January 6, 2022 and February 3, 2022, meetings. There being no further discussion, a voice vote was called. All Ayes. Motion carried.

Public Comment

It is noted that there was no public comment made.

Old Business/Current Business

Capacity Requests

Pending Connections

- 240 Hamden Road (Block 81, Lot 10)

Mrs. Wohlleb reported that Bayer-Risse Engineering has begun to work on the preliminary stages of sewer connection and is waiting for additional information to be provided by Bayer-Risse Engineering.

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

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

Mr. Watts, Counsel, advised that the Town of Clinton never received the first signed copy of the new agreement, indicating that the signed agreement was lost in the mail. It was requested that Chairman Krommenhoek sign another copy of the agreement for Mr. Watts to hand deliver to the Town of Clinton. The distribution of the escrow requires additional review.

Preventative Maintenance Program – Dear Meadow

Mr. Parr advised that there were no issues found during the cleaning and videoing of the Deer Meadow sewer collection system. This will be discussed in further detail during the Operator's Report.

Clinton Twp. COAH

- Clinton LIHTC LLC/Clinton Woods

Ms. Paulus advised that property ownership transfer from Clinton Township to Clinton LIHTC LLC/Clinton Woods is scheduled to take place on March 24, 2022. There have been two preconstruction meetings – February 23, 2022, at the Public Safety building and February 28, 2022 with NJ DOT; Clinton Woods, and NSU Operators. Clinton LIHTC LLC/Clinton Woods advised that the first portion of the project will be the water main and the sanitary sewer force main second. Ownership of the access manhole is not clear. Mrs. Wohlleb recommends the Insurance and Bonds be reviewed by Mr. Watts and Mr. Huntington.

- Ingerman - Rt. 31 (80 Affordable, 64 Market, 1 onsite Super)
- Grayrock Rd. (6 Affordable, 24 Market)

There was nothing new to report or discuss.

Mini Pump Stations

A discussion has continued regarding the status of the future of the mini pump stations and is still being reviewed. Cryan's has not responded to the letter mailed out by Mr. Watts, Counsel, last month and the bill remains unpaid. Mr. Parr, Mrs. Wohlleb and Mr. Watts will discuss what is required to be done then request the owner attend the May 5th meeting.

Beaver Brook 3

It is noted that Beaver Brook 3 flow meter discussions are still placed on a hold.

Comminutors vs. Trash Baskets

Ms. Paulus received three proposals to remove the existing comminator, base, and install a new davit for basket removal at the Beaver Brook #2 Pump Station in the amounts as follows: Natural Systems Utilities - \$9,630.00, Pumping Services, Inc. - \$9,670.00 and Rapid Pump & Meter Service Co. - \$9,790.00. Natural Systems Utilities is the lowest proposal provided.

Chairman Krommenhoek moved and Peter Geiger seconded a motion to accepting the proposal of \$9,630.00 from Natural Systems Utilities to remove the existing comminator, base, and install a new davit for trash basket removal at the Beaver Brook #2 pump station. There being no further discussion, the roll was called.

Resolution #43-2022

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

Country Club Drive Associates

Mr. Watts advised this will be discussed in closed session.

Maple Ave/Route 641 Infiltration & Inflow

Mr. Parr advised that the inspections are still pending, and there is nothing new to report or discuss.

JIF Inspection Report

Mr. Parr advised that the tree limbs need to be trimmed at Hamden Rd. He noted some tree trimming and spreading of gravel from previous years of snow plowing at Deer Meadow is needed. Russell Reid was unable to get the truck close enough to the wet well. He will be following up with Ms. Paulus on a proposal.

Ms. Paulus advised the old diesel tank at the DOT Pump Station needs to be removed. Mr. Parr stated the diesel analysis indicated petroleum sludge is present. Further research and discussion will need to be had to determine the most cost-efficient way to remove the diesel tank.

NHHS

- I & I

NHHS personnel are reviewing the information provided by the CTSA. Their attorney is hoping to locate the other maps/documentation to clarify ownership of manhole #14. Mrs. Wohlleb has not received a response regarding the boring.

- Rebuild

Mrs. Wohlleb requested that the CTSA authorize her to send the Consent Form to NJ DEP for technical review, without endorsement from Town of Clinton for now. The NJ DEP will review and provide comments but will not issue the permit until the Consent Form is signed by the Town of Clinton. A check will be submitted with the TWA.

Additionally, soil boring is scheduled to take place the following week. There is also a meeting with the Vo-Tech scheduled for March 11, 2022. The CTSA public hearing for the rebuild is scheduled for April 7, 2022.

New Business

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:

- February 13th – NSU operator received a call from Cryan's Tavern notifying us that wet well was at a high level. Upon arrival, the operator found no activity when floats were tipped. The off float was determined to have failed. The operator replaced the float temporarily and tested. The float wire was not pulled through the conduit due to the difficulty and location. It was also noticed the pit less adapter was leaking needs to be replaced.
- February 14th – NSU Services pulled the wires for the new off float and tested. It was also noticed the pit less adapter was leaking needs to be replaced.

- February 19th – NSU operator received a low-level alarm from DOT PS. The operator responded and found rags attached to the low-level float. Removed the rags and tested.
- February 22nd - NSU Services replaced the pit less adapter with a stainless-steel union. The check valve was also replaced due to failure.
- February 20th and 24th – Mews Pump 2 had to be pulled by NSU Services due to tripping out. The pump was clogged due to rags.
- February 28th to March 2nd – The Deer Meadow Collection System Jetting and VPI took place with no issues. The collection was clean and appeared to be tight. Report to follow.
- March 2nd - Mews Pump 1 had to be pulled by NSU Services due to tripping out. The pump was clogged due to rags.

Mr. Parr reported that the generator serving the Hamden Road pump station needs significant and immediate remediation to the diesel fuel tank, all as set forth in a report issued by Diesel Dialysis, LLC, dated February 28, 2022. Diesel Dialysis, LLC provided a quote of \$2,950.00 for the cost of the work to be performed at the Hamden Road Pump Station.

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the proposal of Diesel Dialysis, LLC, for the emergency remediation work to the generator serving the Authority's Hamden Road pump station dated February 28, 2022, in the amount of \$2,950.00. There being no further discussion, the roll was called.

Resolution #44 -2022

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

Mr. Parr provided a proposal for the Dear Meadow Pump Station bubble replacement for pump control from Pumping Services Inc, dated February 21, 2022. In the amount of \$23,740.00. The proposal will provide a temporary solution to operate the station during the transition to a new control system, removal, and disposal of old control components, mounting and installation of new control components and start-up, testing and training of personnel. Pumping Services, Inc., is under State Contract with the State of New Jersey to provide such services and, therefore, public bidding for this project is not required.

Katrin Glode-Sethna moved and Chairman Krommenhoek seconded the motion to accept the proposal of Pumping Services, Inc., dated February 21, 2022, for repairs to the Authority's Deer Meadow pump station in the amount of \$23,740.00. There being no further discussion, the roll was called.

Resolution #45-2022

Steven Krommenhoek	Yes
--------------------	-----

Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes
Daniel McTiernan	Did not vote

Ms. Paulus received a proposal from Natural Systems Utilities to replace the Water's Edge Flow Meter. Due to the inability to obtain actual flow readings, this is considered an emergency and is in the best interest of the ratepayers to replace the flow meter as quickly as possible.

Katrin Glode-Sethna moved and Chairman Krommenhoek seconded the motion to accept the proposal by Natural Systems Utilities in the amount of \$14,981.10 for the replacement of the flow meter at the Water's Edge Pump Station. This proposal includes the removal, installation, required fittings, and confined space entry. There being no further discussion, the roll was called.

Resolution #46-2022

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

Ms. Paulus requested that the authority pass a resolution and authorize the signing of necessary documents to join the North Jersey Cooperative Pricing System. It is in the best interest of the CTSA to take advantage of pricing and ease of purchase of various items that would otherwise have to be publicly bid; and there is no cost to join the North Jersey Wastewater Cooperative Pricing System.

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to authorize the signing of all necessary documents for the Authority to become a member of the North Jersey Wastewater Cooperative Pricing System. There being no further discussion, the roll was called.

Resolution #47-2022

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

Ms. Paulus requested that the authority pass a resolution updating the signature cards with various financial institutions removing Michael Mauer as a signatory and adding Joseph Wrba.

Joseph Wrba moved and Edward Schneider seconded the motion to authorize signature of all necessary signature cards with various financial institutions with which the Authority has accounts to replace Michael Maurer with Joseph Wrba as a signatory. A voice vote was called. All ayes.

Resolution #48-2022

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

Ms. Paulus requested that the authority pass a resolution allowing its Clerk, Tara Stokes, to attend the Rutgers University Public Purchasing Educational Forum in Atlantic City, New Jersey, for one-half day on April 26, 2022, and a full day on April 27, 2022, at a cost not to exceed \$600.00.

Chairman Krommenhoek moved and Edward Schneider seconded the motion to authorize its Clerk, Tara Stokes, to attend the Rutgers University Public Purchasing Educational Forum in Atlantic City, New Jersey, for one-half day on April 26, 2022, and a full day on April 27, 2022, at a cost not to exceed \$600.00. There being no further discussion, the roll was called.

Resolution #49-2022

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

Ms. Stokes provided three quotes for the renewal of the \$252,897.14 Certificate of Deposit, set to mature with Northfield Bank on March 15, 2022. The first quote was 0.05% interest rate from Northfield Bank; 0.10% interest rate from Peapack Gladstone Bank; and between a 0.10%-0.15% interest rate from Unity Bank. All interest rates are nominal. Even though the interest rate quoted by Unity Bank and Peapack Gladstone Bank was somewhat higher, it is in the best interest to maintain the Certificate of Deposit at Northfield Bank due to the accommodations that Northfield Bank makes for the CTSA and ongoing relationship.

Peter Geiger moved and Chairman Krommenhoek seconded the motion to authorize the renewal of its Certificate of Deposit in the amount of \$252,897.14 with Northfield Bank to remain at Northfield Bank for a period of nine (9) months commencing with its maturity date of March 15, 2022. There being no further discussion, the roll was called.

Resolution #50-2022

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

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
Joseph Wrba	Yes
Daniel McTiernan	Did not vote

It is noted that Mrs. Wohlleb, Mr. Parr, and Mr. Huntington left the meeting at 7:45 p.m. prior to executive session.

Executive Session

Upon motion duly made, seconded, and unanimously passed, the Clinton Township Sewerage Authority entered executive session at 7:45 p.m. to discuss the pending litigation. Action may be taken upon exiting executive session.

Open Session

Upon motion duly made, seconded, and unanimously passed the motion to exit executive session and enter open session 7:50 p.m. All ayes.

Mr. Watts requested that the Authority pass a resolution to authorize his firm to execute the Mediation Retainer Agreement on behalf of the Authority and that the Authority also authorize the payment of the \$2,000.00 retainer regarding pending litigation with Country Club Drive Associates.

Katrin Glode-Sethna moved and Edward Schneider seconded the motion to authorize Watts Tice & Skowronek to execute the Mediation Retainer Agreement on behalf of the Authority and that the Authority also authorize the payment of the \$2,000.00 retainer regarding pending litigation with Country Club Drive Associates. There being no further discussion, the roll was called.

Resolution #51-2022

Steven Krommenhoek	Yes
--------------------	-----

Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes
Daniel McTiernan	Did not vote

There being no further business to discuss, upon motion duly made, seconded, and unanimously passed the meeting was adjourned at 7:56 p.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman