

**Clinton Township Sewerage Authority**

**Meeting Minutes—March 2, 2023**

Chairman Krommenhoek called the meeting to order at 6:32 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 (remotely)	present
Daniel McTiernan	present

**Also present:**

Bill Glaser, Council Liaison  
Nancy Wohlleb (remotely), Engineer 6:45 p.m.  
Laura Atwell, Auditor  
Roger Parr (remotely), Licensed Operator  
Meliss Paulus, Administrator

**Minutes**

January 19, 2023 – Closed Session  
February 2, 2023 – Open & Closed Sessions

A motion was made by Edward Schneider and seconded by Chairman Krommenhoek to approve the closed session minutes for the January 19, 2023 meeting and open & closed session minutes for the February 2, 2023 meeting. There being no further discussion, a voice vote was called. All Ayes. Motion carried.

**Public Comment**

None

**Rate Hearing**

Chairman Krommenhoek opened the CTSA Rate Hearing at 6:35 p.m.

Ms. Atwell reported the 2023 User Rate at \$540.00 per year per equivalent dwelling unit (EDU) based on the 2023 budget adopted by the Authority and approved by

the State of New Jersey. Councilman Glaser noted the rate increased \$20 from \$520.00, which has been the rate for the past 3 years. The calculations were provided to establish the 2023 Connection fee at \$3,089.18 per EDU and the 2023 Base User fee, based off of debt service, at \$51.81. Daniel McTiernan inquired about the \$20,000 decrease in debt service next year. This will most likely be held steady due to the financing of the NHHS pump station. Chairman Krommenhoek moved and Edward Schneider seconded the motion to approve the 2023 User rate at \$540.00 per year, Connection Fee at \$3,089.18 and Base User Fee at \$51.81 for each EDU. There being no further discussion, the roll was called.

Resolution #26-2023

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

The 2023 rate hearing concluded at 6:40 p.m.

(Ms. Atwell and Ms. Klapp left the meeting at 6:40 p.m.)

**Old Business/Current Business**

Capacity Requests

There was nothing new to report or discuss.

Pending Connections

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

There was nothing new to report or discuss.

Capital Budget Plan

There was nothing new to report or discuss.

Preventative Maintenance Program

There was nothing new to report or discuss.

Clinton Twp. COAH

- Clinton LIHTC LLC/Clinton Woods (84 Affordable, Community Bldg)

A letter for “Request for Consent to Transfer Developer’s Interests in the Project” was received. PIRHL is transferring interest to Conifer Realty, LLC. An amendment to the reservation agreement dated May 6, 2021 will be drafted and sent to the developer. The remaining connection fee will become the responsibility of Conifer Realty, LLC. Chairman Krommenhoek moved and Edward Schneider seconded the motion to approve PIRHL’s request to transfer the reservation agreement for sanitary sewage capacity to Conifer Realty, LLC. There being no further discussion, the roll was called.

Resolution #27-2023

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

The jack & bore at the corner of Route 31 and Regional Rd. is expected to take place mid-March. Mott MacDonald inspector will be on-site.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

The Report Upon Bids received for the Beaver Brook #3 Flow Meter Replacement was discussed. There were 2 bids received. CFM Construction, Inc. was the lowest at \$78,900.00. VNL Incorporated submitted a bid of \$146,000.00. CFM provided all the necessary documents. Chairman Krommenhoek moved and Edward Schneider seconded the motion to accept the bid of \$78,900.00 submitted by CFM, Inc. The Notice of Award will be sent to CFM Construction, Inc. There being no further discussion, the roll was called.

Resolution #28-2023

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

Construction Phase Engineering proposals were requested from Mott MacDonald and Natural Systems Utilities. MM submitted a proposal not to exceed the amount of \$17,600.00. NSU did not submit a proposal. Chairman Krommenhoek moved and Peter Geiger seconded the motion to accept the proposal submitted by Mott MacDonald in the

amount not to exceed \$17,600.00 for the construction phase engineering for the Beaver Brook #3 Flow meter replacement. There being no further discussion, the roll was called.

Resolution #29-2023

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

(Mr. Alan Pralgever, Esq. entered the meeting remotely at 6:56 p.m.)

Country Club Drive Associates

This will be discussed in executive session.

Maple Ave/Route 641 Infiltration & Inflow

There was nothing new to report or discuss.

NHHS

- I & I
- Rebuild

Mrs. Wohlleb is working closely with the DEP/I-Bank to obtain approval to go out to bid as soon as possible.

Mrs. Wohlleb has requested an additional \$12,000.00 for assistance in obtaining NJ I-Bank financing. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the proposal of not to exceed \$12,000.00 for additional NJ I-Bank services. There being no further discussion, the roll was called.

Resolution #30-2023

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

- HC Vo-Tech

Dr. Todd Bonsall, Vo-Tech Superintendent, was in attendance remotely. He advised the bid will be advertised on Monday, March 6<sup>th</sup>, and will award on April 12<sup>th</sup>. He also noted North Hunterdon Voorhees Regional High School has been provided the reservation agreement. Mrs. Wohlleb noted we will be a few weeks behind them.

(Mr. Bonsall left the meeting at 6:48 p.m.)

#### Water's Edge Force Main

Mrs. Wohlleb would like to hold a meeting with Chairman Krommenhoek and Mr. Parr to discuss this.

(Mrs. Wohlleb left the meeting at 7:03 p.m.)

### **New Business**

#### Operator's Report

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

- Pump Station Activities
  - 3/1/23 – Pumping Services performed the pump inspections at Hamden Road PS
- Pump Station Issues
  - 2/18/23 – NSU operator received high pump starts at NHHS PS. The operator manually pumped down the wetwell to temporarily resolve the issue. 2/22/23 NSU Services troubleshot the issue and found a faulty float controller. For some odd reason there were 2 in the control cabinet and only 1 was being used. NSU Services switched to the other float controller.
- Collection System Activities
  - None
- Alarms
  - 2/2/23 – NSU operator received a high-level alarm at the Deer Meadow PS. The operator found P1 faulted and P2 did not start. The operator pushed the control panel fault reset and both pumps started. The operator tried to replicate the issue but was not successful. NSU will monitor.
- SSO's
  - None
- Additional Information
  - Hamden Road new pump received at the pump station on 3/1
  - Quote pending for DOT PS generator fuel conditioning and additives to all generators

- Pump Station Cleaning Bid has expired 2022

Chairman Krommenhoek moved and Joseph Wrba seconded the motion to approve the proposal of \$6,159.83 from Diesel Dialysis to upfit 10 generators that will include vents and emergency vents and fuel additives. There being no further discussion, the roll was called.

Resolution #31-2023

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

(Mr. Parr left the meeting at 7:10 p.m.)

Mr. Edward Buzak declined to represent the CTSA in the litigation with Country Club Drive Associates. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the proposal of Mr. Alan Pralgever, Esq., Greenbaum Rowe Smith & Davis, LLP at an hourly rate of \$275.00. There being no further discussion, the roll was called.

Resolution #32-2023

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

**Executive Session**

Upon motion duly made, seconded, and unanimously passed, the Clinton Township Sewerage Authority entered executive session at 7:12 p.m. to discuss litigation matters involving Country Club Drive Associates. Action is not anticipated to 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 7:40 p.m. All ayes.

Vouchers

Katrin Glode-Sethna 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
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 7:42 p.m.

ATTEST:

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Meliss Paulus, Administrator

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Steven Krommenhoek, Chairman