

Clinton Township Sewerage Authority

Meeting Minutes—June 8, 2023

Chairman Krommenhoek called the meeting to order at 6:30 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 (remotely), Chairman	present
Peter Geiger, 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
Chris Langhart (remotely), Bond/General Counsel
Nancy Wohlleb (remotely), Engineer
Roger Parr (remotely), Licensed Operator
Prantik Chakraborty (remotely), Licensed Operator
Meliss Paulus, Administrator
Tara Stokes (remotely), Clerk

Minutes

May 4, 2023– Open Session

A motion was made by Edward Schneider and seconded by Joseph Wrba to approve the open and closed session minutes for the May 4, 2023 meeting. There being no further discussion, a voice vote was called. All Ayes. Motion carried.

Public Comment

Mr. Walter Wilson was present to discuss hook-up and connection fees regarding privately owned capacity.

Mr. Langhart, General Counsel, advised Mr. Wilson that additional information on hook-up and connection fees can be found in Township of Clinton code.

Mr. Wilson left the meeting at 6:46 p.m.

Old Business/Current Business

Capacity Requests

Ms. Paulus received a phone call regarding the previous capacity request from the property owners of 1707 Route 31, Gas station/Dunkin Donuts for 1,600 gallons. The property's septic has failed which has resulted in no public restrooms, as well as loss of business. A brief discussion ensued before it was recommended that this be tabled. No action was taken at this time.

Pending Connections

- 6 West Street
- 248-250 Hamden Rd
- 1728 Route 31

There was nothing new to report or discuss.

- NJDOT – Beaver Ave. New Garage/Wash Bay

The old garage had asbestos remediation work completed and is scheduled for demolition within the next couple weeks.

- 13 Moebus Place

Ms. Paulus received a request from Kara A. Kaczynski, Esq of McNally, Yaros, Kaczynski & Lime, LLC on behalf of their client, Puleo International, for the Clinton Township Sewerage Authority to endorse their treatment works application.

The board previously passed Resolution#1-2022 at the January 6, 2022 meeting authorizing Chairman Krommenhoek to endorse the treatment works application so no further action is needed. Ms. Paulus will send Ms. Kaczynski the signed treatment works application.

- 1734 Route 31

Ms. Paulus received a bill of sale from Mr. Benbrook for the transfer of 2,560 gallons of privately owned capacity that was transferred since Township of Clinton waived their right of first refusal. Mr. Benbrook requested that Clinton Township Authority adopt a resolution to memorialize the transfer of 2,560 gallons.

A brief discussion ensued before it was recommended that this be tabled, to confirm the circumstances with the Township. No action was taken at this time.

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)

There was nothing new to report or discuss.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

On May 11, 2023, there was a preconstruction meeting. On May 17, 2023, the construction schedule was received and notice to proceed issued.

Country Club Drive Associates

There is nothing new to report or discuss.

Maple Ave/Route 641 Infiltration & Inflow

Mr. Parr reported that there has not been a rain event to be able to investigate.

NHHS

- I & I

Mr. Parr reported that there has not been a rain event to be able to investigate.

- Rebuild

On May 25, 2023, the Clinton Township Sewerage Authority had the North Hunterdon High School Pump Station upgrade bid opening at 10am at the office located at 79 Beaver Ave Clinton NJ 08809 and received two bids. The first bid was from VNL Inc. in the amount of \$1,751,000.00 and the second bid was from Dulaine Contracting Inc, in the amount of \$1,998,647.00. The said bids have been reviewed by the Authority's Counsel, Consulting Engineer, and staff, who have advised that the said bid of VNL Inc. in the amount of \$1,751,000.00, satisfies, in all material respects, the requirements of the Specifications and Bid Documents, and is the lowest responsive and responsible bid.

Mrs. Wohlleb noted the last step for Mott McDonald covered under the "bid process" is for the NJIB to issue the authorization to award the bid then Natural Systems Utilities takes over. She offered to help if needed.

Katrin Glode-Sethna moved and Edward Schneider seconded a motion to award the contract to VNL Inc, the lowest responsive and responsible bidder for the contract in the amount of \$1,751,000.00. There being no further discussion, the roll was called.

Resolution #43-2023

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

Due to the increased cost associated with North Hunterdon High School Pump Station upgrade as apparent in the two bids received on May 25, 2023, it is necessary to increase the New Jersey Infrastructure Bank funding from \$1,500,000.00 to \$2,000,000.00.

Edward Schneider moved, and Joseph Wrba seconded a motion to increase New Jersey Infrastructure Bank funding from \$1,500,000.00 to \$2,000,000.00. There being no further discussion, the roll was called.

Resolution #44-2023

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

Joseph Wrba moved, and Edward Schneider seconded the motion to adopt a resolution of the Clinton Township Sewerage Authority declaring it's official intent to reimburse expenditures for project costs from the proceeds of debt obligations with the proceeds of the borrowing up to \$2,000,000. There being no further discussion, the roll was called.

Resolution #45-2023

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

- HC Vo-Tech

It is noted that HC Vo-Tech is in negotiations with bids.

Water's Edge Force Main

An on-site inspection took place with Mrs. Wohlleb, Peter Kocsik, Chairman Krommenhoek, and Mr. Parr. NSU will provide a cost estimate.

Seasonal Lawncare

Several requests for proposals were issued. Only one proposal was received by Balaney Contracting, LLC. Peter Geiger moved and Joseph Wrba second the motion to accept the proposal of \$625.00 per month for property maintenance to include cutting, weed whacking, weed control and removal of debris at Beaver Brook #1, DOT, Hamden Rd, Deer Meadow, and Cramer's Creek. There being no further discussion, the roll was called.

Resolution #46-2023

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

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
 - All stations are operational. The stations have been inspected weekly, with data taken and baskets cleaned. All pump station high level alarms were tested for the month.
 - Pump Stations cleanings by Russell Reid are scheduled as follows.
 - 7/20/23 – Mews, DOT and Stem
 - 7/21/23 – BB1, BB2, Hamden and Cramer
 - 5/15/23 – NSU Services installed the new pump for BB#2 P1.
- Pump Station Issues
 - 5/22/23 – NSU operator received a low-level alarm from DOT PS. It was determined the pump off float was faulty. NSU Services installed and tested a new pump off float.
- Collection System Activities
 - None
- Alarms
 - None
- SSO's

- None
- Additional Items
 - Deer Meadow PS Flow Meter Proposal
 - 176 total mark out requests received.
 - 22 requests were in the service area.
 - 4 requests required an in-field mark out.

Mr. Parr provided a quote from Natural Systems Utilities to replace the flow meter at the Deer Meadow Pump Station in the amount of \$10,778.68 including parts and labor. Since the purchase price is under the competitive bid threshold, no bidding or other proposals are required.

Edward Schneider moved, and Joseph Wrba seconded the motion to accept the quote from Natural Systems Utilities in the amount of \$10,778.68 to replace the flow meter at the Deer Meadow Pump Station. There being no further discussion, the roll was called.

Resolution #47-2023

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

LIWHAP

The New Jersey Department of Community Affairs, (NJ DCA), is offering financial assistance through the Low-Income Household Water Assistance Program, (LIWHAP). It is mandated that the CTSA enter into a contract for services with the NJ DCA to provide sewer assistance to low-income households. Edward Schneider moved and Katrin Glode-Sethna seconded the motion to authorize and approve execution of the Contract for Services between the NJ DCA and the CTSA for the implementation of the Low-Income Household Water Assistance Program. The Chairman is hereby authorized to execute all other documents related to this approval. There being no further discussion, the roll was called.

Resolution #48-2023

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

Cooperative Purchasing System Memberships

Ms. Stokes requested that the Clinton Township Sewerage Authority adopt a resolution to join a national cooperative purchasing system called Omnia Partners, Public Sector. There is no cost associated with membership and can be used for a variety of needs. A brief discussion ensued.

Edward Schneider moved, and Joseph Wrba seconded the motion to join the cooperative pricing system Omnia Partners, Public Sector. There being no further discussion, a voice vote was called, all ayes.

Resolution #49 -2023

Ms. Stokes requested that the Clinton Township Sewerage Authority adopt a resolution to join a national cooperative purchasing system called Sourcewell. There is no cost associated with membership and can be used for a variety of needs. A brief discussion ensued.

Edward Schneider moved, and Joseph Wrba seconded the motion to join the cooperative pricing system Sourcewell. There being no further discussion, a voice vote was called. All ayes.

Resolution #50 -2023

Ms. Stokes requested that the Clinton Township Sewerage Authority adopt a resolution to join the state cooperative purchasing system called NJ Start. There is no cost associated with membership and can be used for a variety of needs. A brief discussion ensued.

Edward Schneider moved, and Katrin Glode-Sethna seconded the motion to join the cooperative pricing system NJ Start. There being no further discussion, a voice vote was called. All ayes.

Resolution #51 -2023

Ms. Stokes requested that the Clinton Township Sewerage Authority adopt a resolution to join a local cooperative pricing system called Hunterdon County Educational Services Commission. There is no cost associated with membership, and can be used for administrative office equipment, supplies, and technology.

Edward Schneider moved, and Katrin Glode-Sethna seconded the motion to join the cooperative pricing system Hunterdon County Educational Services Commission. There being no further discussion, a voice vote was called. All ayes.

Resolution #52 -2023

Vouchers

Edward Schneider moved, and Peter Geiger 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 8:09 p.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman