

Clinton Township Sewerage Authority

Meeting Minutes— June 27, 2024

Chairman Krommenhoek called the meeting to order at 8:35 a.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
Daniel McTiernan, Vice Chairman	present
Edward Schneider, Secretary	present
Katrin Glode-Sethna (remotely), Treasurer	absent
Joseph Wrba (remotely)	present

Also present:

Bill Glaser (remotely), Council Liaison
Chris Langhart (remotely), General Counsel
John Ruschke (remotely), Engineer
Roger Parr (remotely), Licensed Operator
Prantik Chakraborty (remotely), Licensed Operator
Meliss Paulus, Administrator
Tara Stokes, Clerk

Minutes

May 2, 2024 – Open Session

A motion was made by Edward Schneider and seconded by Vice-Chairman McTiernan to approve the open session minutes from the May 2, 2024 meeting. There being no further discussion, a voice vote was called. All ayes.

(Katrin Glode-Sethna joined the meeting at 8:38 a.m.)

Public Comment

Walter Wilson and Michael Savage were present to discuss their proposed residential development at 108 Alton Place. Mr. Wilson stated 40,000 gallons per day of sanitary sewer capacity has been secured from Stephenson, successor at Oak Knolls. A discussion ensued regarding the capacity. Chairman Krommenhoek asked Mr. Wilson to provide documentation to substantiate his claims. Mr. Wilson and Mr. Savage left the meeting at 8:48 a.m.

Old Business/Current Business

Capacity Requests

Grayrock Crossing (Block 77.01, Lots 2 & 4) submitted an allocation request for 3,225 gallons per day of sanitary sewer capacity for their affordable housing plan (phase 1). This is an 18-unit project with an existing allocation of 600 gpd. This will flow to Stem pump station. It is recommended Mr. Ruschke and Mr. Parr analyze the pump station to ensure it can handle the additional flow. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to allocate 3,225 gallons per day to R. Fernandes Homes for the construction of 18-unit affordable housing. A reservation agreement will be drafted. There being no further discussion, the roll was called.

Resolution #46-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

Pending Connections

- 248-250 Hamden Rd
- 1728 Route 31 – Caldwell Property
- 6 West Street

There was nothing new to report or discuss.

- 13 Moebus Place – Warehouse

Vice-Chairman McTiernan asked how this property is connecting. It is unclear if they have an easement and/or right of way. Councilman Glaser stated the Township attorney is looking into this. There is concern about what will eventually occupy this space.

A discussion ensued regarding the properties located in the Town of Clinton that flow to Deer Meadow. There is another building being constructed on the hotel property and Ms. Stokes noticed the dentist office has two other additional businesses that may require additional capacity. This will require obtaining information from the Town of Clinton.

- 1707 Route 31 – Dunkin Donuts/Gas Station

Clinton Fuel has been requested to submit performance and maintenance bonds.

Executive Session

Chairman Krommenhoek moved and Vice-Chairman McTiernan seconded the motion to enter executive session for the purpose of discussing the Country Club Drive

litigation. No action is anticipated to be taken. All ayes. The Clinton Township Sewerage Authority entered executive session at 9:08 a.m.

Open Session

Upon motion duly made, seconded, and unanimously passed the motion to exit executive session and enter open session at 9:17 a.m.

Route 31 Development

- 1734 Route 31 – Medical Office Building
- 1732 Route 31 – Fair Share Housing Ingerman

Waiting on the Developer’s Agreement. The Township of Clinton has submitted a request for an additional 705 gallons of capacity for this development. This would require a second amendment to the October 21, 2016, Agreement for the Provision of Affordable Housing. Chairman Krommenhoek asked if the plans and TWA could be distributed for the Authority’s review. Mr. Ruschke will forward it.

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to allocate an additional 705 gallons per day to the Township of Clinton. There being no further discussion, the roll was called.

Resolution #47-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

Capital Budget Plan

There was nothing new to report or discuss.

Preventative Maintenance Program

There was nothing new to report or discuss.

Clinton Twp. Fair Share Housing

- Clinton LIHTC LLC/Clinton Woods

The developer has agreed to make the requested repairs. This work will be coordinated with Mr. Parr.

Mini Pump Stations

There was nothing new to report or discuss.

Country Club Drive Associates

This was discussed in Executive Session.

Maple Ave/Route 641 Infiltration & Inflow

Letters will be sent.

NHHS

- I & I

There was nothing new to report or discuss.

- Rebuild

Mr. Chakraborty provided a status update on the NHHS Pump Station Rehabilitation upgrade. Construction is on time, on schedule. He has received the punch list. All structures and conduit are in the ground. This is 75% complete. Startup is anticipated for the end of July/beginning of August.

Katrin Glode-Sethna moved, and Chairman Krommenhoek seconded a motion to authorize payment # 6 to VNL in the amount of \$256,202.14. There being no further discussion, the roll was called.

Resolution #48-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

Mr. Chakraborty left the meeting at 9:31 a.m.

- HC Vo-Tech

There was nothing new to report or discuss.

Water's Edge Force Main

This will be discussed during Mr. Parr's operators report.

New Business

Operator's Report

Mr. Parr provided a written report. 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.
 - 5/17 – P3 Generator Service performed the annual major PMs the generators.
 - 5/23 – NSU Services installed the new BB1 PS P2. The pump was evaluated and is covered under warranty.
- Pump Station Issues
 - 5/23 – CTSA Office received a call on 5/22 from the resident at 25 River Bend Road, Deer Meadow PS. NSU investigated and found a force main break from the Deer Meadow pump station. NSU operators, Barkman Excavating, Russell Reid and McVac were on site to make repairs to the force main.
 - 6/13 & 21 – P3 replaced the batteries in the Water’s Edge, Maple Ave and Mews PS generators.
- Collection System Activities
 - 5/21 – CTSA office was notified of a broken cleanout at 18 Center Street. NSU operator replaced the broken cleanout.
- Alarms
 - 6/22 - NSU received a power failure alarm from the County 641, Maple Ave., Mews, and Stem PS and DOT PS. NSU operator responded to DOT PS to manually transfer the pump station to the generator. Once utility power was restored the operator manually transferred back to utility power.
 - 6/26 - NSU received a power failure alarm from the DOT PS. NSU operator responded to manually transfer the pump station to the generator. Once utility power was restored the operator manually transferred back to utility power.
- SSO’s
 - 5/23 – Deer Meadow force main break approximately 4,000 gallons NJDEP Case #240523191706
- Additional Items
 - Hamden Rd PS pump repair quote (cracks impellor, replace seal & lower bearing) Pump is 10 years old
 - Water’s Edge PS PSI gauge install quote
 - Water’s Edge PS P1 repair quote (the pump was 2016 and out of warranty)
 - 156 total mark out requests received.
 - 29 requests were in the service area.
 - 2 requests required an in-field mark out.
 - Cramer’s Creek the retaining wall collapsed, and a sinkhole has formed. Will contact Tobin Barkman to come out.

A discussion ensued regarding the Hamden Road pump repair/replacement. Quote for the repairs is approximately \$19,000. A new pump is approximately \$33,000. Mr. Parr will obtain a quote and lead time for a new pump.

Chairman Krommenhoek moved, seconded by Daniel McTiernan to accept the proposal from Natural Systems Utilities for the installation of 2 pressure gauges in the

valve pit at Water's Edge in the amount not to exceed \$2,105.00. There being no further discussion, the roll was called.

Resolution #49-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

The Water's Edge Pump #1 repair proposal was discussed. Mr. Parr will obtain a quote for a new pump since this pump is 8 years old.

Ms. Paulus thanked Mr. Parr for keeping on top of the maintenance and operation of the generators. We have experienced a lot of power outages recently.

Mr. Parr left the meeting at 9:56 a.m.

Ms. Paulus noted the 4-month extension of the Professional Services Agreement with Mott MacDonald needs to be extended. Mr. Ruschke will submit a new agreement. Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded the motion to extend the Professional Services Agreement for engineering services with Mott MacDonald under the same terms until February 2025. There being no further discussion, the roll was called.

Resolution #50-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

Ms. Stokes reported the contract with OpenGov formally I-Gov needs to be tabled until the next meeting. I-Gov was purchased by OpenGov. A new quote was requested and has not been received yet.

Requests to Connect

- Clinton Township School District

Ms. Paulus has received several requests over the years for the Patrick McGarheran School on Allerton Road to connect to the CTSA sewer system. Unfortunately, there aren't any sewer lines in close vicinity for the school to connect to and may not be in the sewer service area. The other concern is the pump station may not be able to handle the additional flow. Mr. Ruschke will contact the school business administrator. Mr. Wrba suggested sending a letter.

108 Alton Place

This was discussed during Public Comment. Vice-Chairman McTiernan noted there are a lot of “empty nesters” in the Township and these properties are being sold to families. Using actual flows to analyze unused capacity should be done with extreme caution. Mr. Ruschke stated DEP flow criteria is higher than actual flows. For planning purposes, he recommends using the DEP projected numbers.

10 Redwood Drive

This property was recently sold. It was discovered it was converted into a “mother-daughter” property. This would be considered an indirect connection and be charged a connection fee and an additional EDU. Contact was made with the Township construction office. It was confirmed that no permits were issued. Councilman Glaser questioned if this area is zoned for multi-family. He will contact Tom Petto, construction official regarding the definition of “separate living unit”.

Part-time Summer Help

Ms. Paulus requested hiring part-time summer help to assist with organizing and scanning documents. It is in the budget. Two resumes were received and reviewed by Chairman Krommenhoek and Vice-Chairman McTiernan. Chairman Krommenhoek moved, and Edward Schneider seconded the motion to offer the part-time position to Kristin DeStefano at an hourly rate of \$17.00 not to exceed 30 hours per week and no benefits as per the employee handbook. There being no further discussion, the roll was called.

Resolution #51-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

Ms. Stokes reported Ms. DeStefano has been a beneficial help and asset in the office.

Vouchers

Vice-Chairman McTiernan moved, and Katrin Glode-Sethna 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
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes

There being no further business to discuss, upon motion duly made, seconded, and unanimously passed, the meeting was adjourned at 10:28 a.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman