

**Clinton Township Sewerage Authority**

**Meeting Minutes— August 1, 2024**

Chairman Krommenhoek called the meeting to order at 8:36 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, Treasurer	absent
Joseph Wrba (remotely)	present

**Also present:**

Bill Glaser (remotely), Council Liaison  
Ted Del Guercio (remotely), General Counsel  
Roger Parr (remotely), Licensed Operator  
Prantik Chakraborty (remotely), Licensed Operator  
Laura Atwell, Auditor  
Meliss Paulus (remotely), Administrator  
Tara Stokes, Clerk

**Minutes**

June 27, 2024 – Open & Closed Session

A motion was made by Daniel McTiernan moved and seconded by Chairman Krommenhoek to approve the open and closed session minutes from the June 27, 2024 meeting. There being no further discussion, a voice vote was called. All ayes.

**Old Business/Current Business**

**Capacity Requests**

Ms. Paulus has received no capacity requests for properties within the Clinton Township sewer service area.

**Pending Connections**

- 6 West Street

- 13 Moebus Place – Warehouse

There was nothing new to report or discuss.

- 248-250 Hamden Road

Ms. Paulus will follow up with the new property owner regarding any plans to connect to the public sewer.

- 1707 Route 31 – Dunkin Donuts/Gas Station

Mr. Ruschke sent a letter regarding the need to post a performance bond. Once the performance bond is received, Ms. Paulus can sign off on the county road opening permits.

- 10 & 12 Grayrock Road – Grayrock Crossing

A reservation agreement is in the process of being drafted.

#### Route 31 Development

- 1734 Route 31 – Medical Office Building

There was nothing new to report or discuss.

- 1732 Route 31 – Fair Share Housing Ingerman

A status update was provided by Mr. Long of Ingerman. Ingerman will be resubmitting their plans and documents to Mr. Ruschke for additional review. A developer's agreement is the process of being drafted.

- 1728 Route 31 – Caldwell Property

There was nothing new to report or discuss.

#### Capital Budget Plan

It is noted that Mott McDonald engineering will need to assess the DOT pump station.

#### Preventative Maintenance Program

There was nothing new to report or discuss.

#### Clinton Twp. Fair Share Housing

- Clinton LIHTC LLC/Clinton Woods

Ms. Paulus endorsed the CO's and the project is complete. The Authority is waiting on a signed copy of the maintenance bond from Clinton LIHTC LLC/Clinton Woods.

Mini Pump Stations

There was nothing new to report or discuss.

Country Club Drive Associates

There was nothing new to report or discuss.

Maple Ave/Route 641 Infiltration & Inflow

Letters are in the process of being 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 winding down, scheduled to go live at the end of July or beginning of August. Clean water testing will be done once all connections are made. Mr. Chakraborty emailed Mr. Nelson with DOBCO to resolve paving concerns. Ms. Paulus will follow up with Mr. Nelson.

Chairman Krommenhoek moved, and Daniel McTiernan seconded a motion to authorize payment application # 7 to VNL in the amount of \$292,824.00. There being no further discussion, the roll was called.

Resolution #52-2024

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

Mr. Chakraborty left the meeting at 9:06 a.m.

- HC Vo-Tech

A brief discussion ensued regarding a reservation agreement.

Water's Edge Force Main

This was discussed briefly during Route 31 Development.

OpenGov Inc. Contract (I-Gov Merger)

Ms. Stokes has reached out for follow-up with OpenGov Inc regarding the new proposed contract and has not received a response.

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.
  - 6/28 – NSU repaired the overhead lights and replaced the smoke detector batteries.
  - 7/11 – PIRHL completed the requested repairs to the Clinton Woods FM.
- Pump Station Issues
  - 7/30 – CTSA office was notified that the red light was lit at the Miller's House PS. NSU operator responded to investigate and found the pump on float was hung up on debris. It is suggested to schedule a cleaning of the pump station as well as Cryan's Tavern, County 641 and Maple Ave.
  - Cramer Creek PS retaining wall, and a portion of the asphalt needs to be restored.
- Collection System Activities
  - None
- Alarms
  - 7/18 - NSU received a pump failure alarm at Deer Meadow PS P2. VFD was tripping out. NSU pulled the pump and removed rags from the pump volute.
  - 7/27 – NSU received a pump failure alarm at County 641 PS P2. NSU determined that the seal fail indicator was active and was temporarily bypassed.
- SSO's
  - None
- Additional Items
  - Hamden Rd PS pump repair quote is \$19,072.00. A new pump is \$47,759.00 with a 16–20-week lead time. The current pump is 10 years old.
  - Water's Edge PS P1 repair quote is \$10,618.00. A new pump is \$12,293.00 with 2–3-week lead time. The current pump is 8 years old.
  - County 641 PS new pump quote of \$6,304.00 with a 1-week lead time. The current pump is 7 years old.
  - Russell Reid quote for 10 Nottingham Rd, jetting and videoing the line.

A discussion ensued regarding the quote for a new pump replacement at the County Rd 641 mini pump station. Mr. Parr provided a quote from Reiner Pumping Systems Inc in the amount of \$6,304.00. There is a 1-week lead time. The current pump is 7 years old.

Chairman Krommenhoek moved, and Joseph Wrba seconded a motion to accept the proposal from Reiner Pumping Systems Inc in the amount of \$6,304.00 for a new pump. There being no further discussion, the roll was called.

Resolution #53-2024

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

A discussion ensued regarding the quote for the videoing and cleaning of 10 Nottingham Road by Russell Reid in the amount of \$7,450.00. Mr. Parr recommended videoing and cleaning the entire area lines, focusing on 10 Nottingham first. The area was last videoed and cleaned in approximately 2004.

Chairman Krommenhoek moved, and Daniel McTiernan seconded a motion to accept the proposal from Russell Reid in the amount of \$7,450.00 for the videoing and cleaning of 10 Nottingham Road and area sewer lines. There being no further discussion, the roll was called.

Resolution #54-2024

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

A discussion ensued regarding the Hamden Road pump station. Mr. Parr provided a pump repair quote at the June 27<sup>th</sup> meeting from Pumping Services Inc in the amount of \$19,072.00. Mr. Parr provided an additional new pump replacement quote from Pumping Services Inc in the amount of \$47,759.00 with a 16–20-week lead time. The current pump is 10 years old.

Daniel McTiernan moved, and Joseph Wrba seconded a motion to accept the proposal for repairing the current pump by Pumping Services Inc in the amount of \$19,072.00. There being no further discussion, the roll was called.

Resolution #55-2024

Steven Krommenhoek	Yes
Daniel McTiernan	Yes
Edward Schneider	Yes

Katrin Glode-Sethna	Absent
Joseph Wrba	Yes

A discussion ensued regarding the replacement of the pump at the Water's Edge pump station. Due to the age of the pump, which is 8 years old, it was recommended to be replaced. A previous proposal from Reiner Pumping Systems Inc was provided by Mr. Parr in the amount of \$10,618.00 for the repair of the pump. An additional proposal was provided by Mr. Parr from Reiner Pumping Systems Inc in the amount of \$12,293.00 for the replacement of the pump.

Chairman Krommenhoek moved, and Joseph Wrba seconded a motion to accept the proposal for a new pump at the Water's Edge Pump Station in the amount of \$12,193.00 by Reiner Pumping Systems Inc. There being no further discussion, the roll was called.

Resolution #56-2024

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

Mr. Parr recommends getting quotes for the mini pump stations to be cleaned, which can be provided at the next meeting.

Ms. Paulus will reach out to Mr. Ruschke about the Cramer's Creek pump station sinkhole due to the stream and scope of work.

Mr. Parr advised that Toby Barkman Excavating Inc returned last week to the area of 25 River Bend Road for additional remediation of the ground from the Deer Meadow force main leak that happened on May 23, 2024. The property owner requested that Toby Barkman Excavating Inc hold off on any ground remediation until the property owner can settle with their insurance company over a tree that had fallen and damaged the fencing.

Mr. Parr left the meeting at 9:33 a.m.

2023 Audit

Ms. Atwell presented the 2023 audit completed by BKC Certified Public Accountants, P.C. Although revenue increased, legal fees increased. \$128,000.00 of surplus was used. The continued recommendation from last year remains, software is deficient. It is noted the sewer authority signed a new software contract with Edmunds Gov Tech earlier this year and will be moving to a new software system in end of 2024, beginning of 2025.

Daniel McTiernan moved, and Chairman Krommenhoek seconded a motion to acknowledge the 2023 Audit has been received, accepted, and that the corrective action

plan will resolve the finding of inadequate accounts receivable accounting system. There being no further discussion, the roll was called.

Resolution #57-2024

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

**Vouchers**

Daniel McTiernan 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
Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Absent
Joseph Wrba	Yes

There being no further business to discuss, upon motion duly made, seconded, and unanimously passed, the meeting was adjourned at 9:45 a.m.

ATTEST:

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Taralyn Stokes, Clerk

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Steven Krommenhoek, Chairman