

Clinton Township Sewerage Authority

Meeting Minutes— September 5, 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 (remotely), Chairman	present
Daniel McTiernan, Vice Chairman	present
Edward Schneider, Secretary	present
Katrin Glode-Sethna, Treasurer	present
Joseph Wrba (remotely)	present

Also present:

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

Oath of Office – James McDonald

Mr. James McDonald was appointed to a five-year term by Mayor and Council of Clinton Township as alternate number one. Mr. Langhart administered the Oath of Office to Mr. McDonald.

Minutes

August 1, 2024 – Open Session

A motion was made by Joseph Wrba moved and seconded by Edward Schneider to approve the open session minutes from the August 1, 2024 meeting. There being no further discussion, a voice vote was called. All ayes.

Public Comment

No one from the public was present.

Old Business/Current Business

Capacity Requests

There was nothing new to report or discuss.

Pending Connections

- 13 Moebus Place – Warehouse

There was nothing new to report or discuss.

- 248-250 Hamden Road

There was nothing new to report or discuss.

- 6 West Street

Ms. Paulus is working on calculations for connection fees. It is anticipated that there will be one affordable dwelling unit.

- 1707 Route 31 – Dunkin Donuts/Gas Station

Ms. Paulus is still waiting for the performance bond before being able to sign off on the county road opening permits.

- 10 & 12 Grayrock Road – Grayrock Crossing

Ms. Paulus is working on calculations for connection fees. The number of affordable dwelling units is still being determined.

Route 31 Development

- 1734 Route 31 – Medical Office Building

There was nothing new to report or discuss.

- 1732 Route 31 – Fair Share Housing Ingerman

Ingerman is currently waiting for approval from the Town of Clinton.

- 1728 Route 31 – Caldwell Property

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.

Mini Pump Stations

A brief discussion ensued regarding the mini pump station assessment done previously by Nancy Wohlleb and John Rolak, former engineers of Mott McDonald. This will need to be reviewed and discussed further.

Mr. Chris Langhart, General Counsel, advised that he was contracted by an attorney with the Kearns Rotolo Law Firm representing Cryan's located at 2 Beaver Avenue regarding the quarterly sewer billing. Ms. Paulus provided the requested documentation to Mr. Langhart for review and discussion with Kearns Rotolo Law Firm.

Country Club Drive Associates

Ms. Paulus was contacted by Mr. Alan Pralgever, Special Counsel, for a status update that Mr. Kevin Benbrook has been subpoenaed for a disposition on September 26, 2024.

Maple Ave/Route 641 Infiltration & Inflow

Ms. Paulus is drafting the letters to be reviewed by Mr. Langhart. Once approved by legal counsel, it is anticipated the letters will be mailed out soon.

Mr. Parr provided a possible alternative to smoke testing previously recommended by Mr. Ruschke. There is a "smart monitoring cover" option that is installed by a third party and monitored by Natural Systems Utilities. It is placed inside the manhole and measures flow via a laser beam. They can be moved to new locations as needed. Mr. Parr will send additional information regarding the specifics after the meeting.

Mr. Ruschke also recommended potentially reaching out to the Township of Clinton Code Inspection for possible assistance.

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. The pump station has power. Clean water testing is scheduled for next week. They are ready to divert flow. Backfilling and paving concerns with DOBCO are still being discussed and resolved.

Mr. Parr recommended that the old pumps, flow meter, blower, and recorder be stored on site at the NHHS Pump Station outbuilding as potential spares. Mr. Parr also

recommended to Mr. Chakraborty keeping the old Mission Controls unit at the Clinton Township Sewerage Authority office in a controlled environment if a new unit is being installed. Mr. Chakraborty will have to confirm if there will be a new Mission Controls unit being installed.

Mr. Chakraborty left the meeting at 9:05 a.m.

- HC Vo-Tech

There was nothing new to report or discuss.

Water's Edge Force Main

There was nothing new to report or discuss.

OpenGov Inc. Contract (I-Gov Merger)

There was nothing new to report or discuss.

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.
 - 8/2 – The new Waters Edge and Country 641 pumps were received from Reiner Pump Systems.
 - 8/9 – The NJUA JIF Loss Control inspection was conducted. No issues were found.
- Pump Station Issues
 - 8/1 – The BB2 PS generator would not start during routine testing. P3 Generator Service replaced the battery and charger.
 - 8/7 – The Mews PS trash basket electric hoist failed and needs to be repaired or replaced. Quote to follow.
 - 8/20 - CTSA office was notified of the Miller's House PS high level light was lit. A NSU operator cycled the power which reset the pump controls. NSU Services troubleshooted the issue and replaced the pump capacitors and contactor.
- Collection System Activities
 - 8/12 – Russel Reid jetted and TVed the Nottingham and Cambridge area for the Cramer Creek PS. 10 Nottingham lateral is compromised at the 2nd cleanout from the house. All other sections of the gravity collection system were in good condition with very little build up was noted.
- Alarms
 - None
- SSO's

- None
- Additional Items
 - None

League Of Municipalities

Ms. Paulus requested that the board adopt a resolution to authorize its members and employees to attend the League of Municipalities Conference in Atlantic City, NJ on November 19-21, 2024. Additionally, the Authority agrees to pay each person’s registration fees, hotel room, and up to \$75.00 per day for meals and reasonable transportation services.

Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded a motion to approve the attendance of its members and employees to the League of Municipalities Conference on November 19-21, 2024. Additionally, the Authority agrees to pay each person’s registration fees, hotel room, and up to \$75.00 per day for meals and reasonable transportation services. There being no further discussion, the roll was called.

Resolution #58-2024

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

Budget Committee

A brief discussion ensued regarding the need for a budget committee for the 2025 budget meeting typically held in September. Mr. Schneider and Mrs. Glode-Sethna volunteered to be on the budget committee. Ms. Paulus will reach out to Ms. Atwell, Auditor, to schedule the 2025 budget meeting.

NJUA JIF Membership Renewal

Ms. Paulus requested the CTSA adopt a resolution authorizing the renewal of the NJ Utility Authorities Joint Insurance Fund membership. The NJ JIF renewal is a 3-year term from January 1, 2025 – January 1, 2028. An agreement to renew membership will also need to be signed by Chairman Krommenhoek.

Katrin Glode-Sethna moved, and Joseph Wrba seconded the motion to renew the Clinton Township Sewerage Authority’s membership in the New Jersey Utility Authorities Joint Insurance Fund for a three-year period beginning January 1, 2025, and ending January 1, 2028. This also authorizes the Chairman to sign said agreement. There being no further discussion, the roll was called.

Resolution #59-2024

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

Daniel McTiernan	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Joseph Wrba	Yes
James McDonald	Did Not Vote

Northfield Bank Certificate of Deposit Renewal

Two Certificate of Deposit accounts held at Northfield Bank are set to be renewed in September of 2024. Ms. Stokes provided rates for comparable terms of certificates of deposits at other banks. Ms. Paulus has a meeting with Amy E. Conover, Vice President and Business Development Officer at Northfield Bank on September 13, 2024, to discuss rates.

Chairman Krommenhoek moved, and Joseph Wrba seconded a motion to approve the renewal of two certificate of deposit accounts held at Northfield Bank dependent upon the rates and terms provided. There being no further discussion, the roll was called.

Resolution #60-2024

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

NJUA JIF Loss Control Inspection Report

Ms. Paulus reported on August 9, 2024, the NJUA JIF conducted an inspection of the Deer Meadow; Waters Edge; Beaver Brook 1; and Beaver Brook 2 pump stations. The Authority received a perfect 100-point score on the pump station inspection with no point deductions. Mr. Lewis commended Ms. Stokes, Clinton Township Sewerage Authority Safety Coordinator, and Mr. Koehler and Mr. Moorehead, Natural Systems Utilities Operators, for maintaining a safe work environment.

Katrin Glode-Sethna moved, and Daniel McTiernan seconded the motion to acknowledge the inspection findings from the NJUA JIF inspection have been received and reviewed. There being no further discussion, the roll was called.

Resolution #61-2024

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

Balaney Contracting LLC – Additional Landscaping/Tree Trimming Proposal

Ms. Stokes conducted a routine safety inspection of the Maple Ave; Hamden Road; Mews; and Beaver Brook 2 pump stations. Upon further safety inspection, additional landscaping, weeding, and tree trimming is needed at those pump stations. Balaney Contracting LLC is the current 2024 summer pump station landscaping maintenance contractor and Ms. Stokes requested a quote for the additional landscaping, weeding, and tree trimming. It is important to note that these pump stations are not included in the 2024 summer pump station landscaping maintenance contract, and this may need to be adjusted for the summer 2025 season. Balaney Contracting LLC provided a quote in the amount of \$1,600.00.

Chairman Krommenhoek, and Edward Schneider seconded a motion to approve the additional landscaping, weeding, and tree trimming of the Maple Ave; Hamden Road; Mews; and Beaver Brook 2 pump stations in the amount of \$1,600.00. There being no further discussion, the roll was called.

Resolution #62-2024

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

A brief discussion ensued regarding Cramer’s Creek pump station sinkhole repair. Mr. Ruschke advised that the stream is eroding the pump station retaining wall. It was recommended to move the current wall further away from the stream, working within the existing area. Mr. Parr requested a scope of work from Mr. Ruschke to get accurate quotes.

A brief discussion ensued regarding the New Jersey Department of Transportation progress of the manhole reconstruction project on Route 31, Route 78/22 to Grayrock Road. Mr. Ruschke was not provided with a definite timeline by NJDOT.

Vouchers

Daniel 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
James McDonald	Did Not Vote

There being no further business to discuss, upon motion duly made, seconded, and unanimously passed, the meeting was adjourned at 9:32 a.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman