

Clinton Township Sewerage Authority

Meeting Minutes—October 5, 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, Chairman	present
Peter Geiger, 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
Chris Langhart, Bond/General Counsel
Nancy Wohlleb (remotely), Engineer
Roger Parr (remotely), Licensed Operator – 6:33 p.m.
Prantik Chakraborty (remotely), Engineer – 6:36 p.m.
Laura Atwell, Auditor
Meliss Paulus, Administrator
Tara Stokes (remotely), Clerk

Minutes

September 7, 2023– Open Session

A motion was made by Edward Schneider and seconded by Chairman Krommenhoek to approve the open session minutes for the September 7, 2023 meeting. There being no further discussion, a voice vote was called. Ayes were recorded for Steven Krommenhoek, Edward Schneider, Daniel McTiernan. Abstains were recorded for Peter Geiger, Katrin Glode-Sethna, and Joseph Wrba. Motion carried.

Public Comment

None

Old Business/Current Business

Capacity Requests

There was nothing new to report or discuss.

Pending Connections

- 6 West Street
- 13 Moebus Place – Warehouse
- 248-250 Hamden Rd
- 1707 Route 31 – Dunkin Donuts/Gas Station

Route 31 Development

- 1728 Route 31 – Caldwell Property
- 1732 Route 31 – Fair Share Housing Ingerman
- 1734 Route 31 – Medical Office Building

As previously discussed, the Developers' Engineers are preparing design and concept documentation to send to the Town of Clinton for review. Mrs. Wohlleb will contact the developer's engineer for a status update regarding the Town of Clinton's response.

Capital Budget Plan

There was nothing new to report or discuss.

Preventative Maintenance Program

A brief discussion ensued about the next section of sewer lines that will need cleaning and inspecting. Mr. Parr will provide a recommendation at the next meeting.

Clinton Twp. COAH

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

A total of three buildings, eight units each building, were issued TCOs and billed sewer charges for September 2023 and fourth quarter 2023. CO's contingent upon receiving required as-builts for the force main. All buildings must be issued TCO's by November 1, 2023.

- 1732 Route 31 – Ingerman Property

It is noted that this property was discussed in pending connections.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

The Beaver Brook 3 flow meter installation has been completed. The Contractor is completing required close-out documentation. Mr. Parr needs software from the vendors to include in the reports.

Country Club Drive Associates

There is nothing new to report or discuss.

Maple Ave/Route 641 Infiltration & Inflow

A possible culprit of the infiltration and inflow could be sump-pumps and gutters. Ms. Paulus will see how many houses are connected in that area and send letters to residents. Mrs. Wohlleb also suggested smoke testing in addition to investigating during a wet weather event.

NHHS

- I & I

There was nothing new to report or discuss.

- Rebuild

Mr. Chakraborty advised that VNL is currently working on repairing the existing building. Asbestos remediation was scheduled for October 6, 2023. Leveling work has been completed. The manhole was scheduled to be delivered. Concerns regarding the removal of the onsite dumpster have been mediated. All parties are in constant communication to avoid any conflicts.

- HC Vo-Tech

Vo-tech is discussing the Reservation Agreement with NHHS.

Mr. Chakraborty left the meeting at 7:14 p.m.

Water's Edge Force Main

Mrs. Wohlleb has completed the request for a proposal for the bid package. A brief discussion ensued before it was determined that no action will be taken at this time due to the potential projects in that area.

2024 Budget

Ms. Atwell presented the 2024 Budget Introduction based off the Budget Committee meeting held on September 25, 2023 with Edward Schneider (CTSA), Katrin

Glode-Sethna (CTSA), Meliss Paulus (CTSA), Tara Stokes (CTSA), Roger Parr (Operator), Laura Atwell (Auditor), and Julia Sinkbeil (Auditor) in attendance.

Ms. Atwell proposed keeping the user rate the same due to the increase in EDUs and interest income. Inflation has increased the cost of everything. Surplus utilized is \$93,000 which is down from \$128,000 last year, \$85,000 is the average.

Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded a motion to acknowledge the introduction of the 2024 budget. There being no further discussion, the roll was called.

Resolution #62-2023

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

Ms. Atwell left the meeting at 7:20 p.m.

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.
 - 9/21/23 – BB3 flow meter was configured and calibrated Northeast Technical.
 - 9/29/23 – BB3 Mission Control was installed and configured by PCS.
- Pump Station Issues
 - 9/8/23 - NSU operator received an alarm for a backup float control now active at BB2. It was found the level transducer was erratic and needed replacing. NSU Services replaced the transducer.
 - 9/30/23 – A email notification was received for the BB1 Mission Control unit has a low battery. Battery replacement is needed.
 - 10/3/23 – NSU operator received a call from the manager at Cryan's PS for a wet well high level. It was found that the high-level float was hung up on grease mat causing the float to trip. The operator broke up the grease mat and freed the high-level float. Mr. Parr spoke to Tom, Bar manager, regarding the excessive grease accumulation and the lack of cleaning of the grease trap.

- Collection System Activities
 - None
- Alarms
 - 9/27/23 – NSU operator received an alarm for BB1 P1 fault. It was found the pump 1 breaker had tripped and would not reset. NSU Services responded and found the pump internal windings were to ground. Repair or replacement is needed.
- SSO's
 - None
- Additional Items

Mr. Parr reported the pump 1 at the Beaver Brook 1 pump station failed. NSU Services pulled the pump, and it is under warranty, but the repair time would take approximately one month. Mr. Parr provided a quote from Reiner Pump Systems to replace the pump at a cost of \$10,899.00. The repaired pump will act as a spare. Since Reiner Pump is part of the Passaic Valley Sewerage Commission Contract B364, no bidding or other proposals are required.

Peter Geiger moved, and Katrin Glode-Sethna seconded the motion to accept the quote from Reiner Pumps in the amount of \$10,899.00 to replace the pump at the Beaver Brook 1 pump station. There being no further discussion, the roll was called.

Resolution #63-2023

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

Mr. Parr reported a low-level float failed at DOT. NSU Services replaced the float. He also advised that Natural Systems Utilities will be the Licensed Operator for Clinton Woods starting November 1, 2023.

Mr. Parr left the meeting at 7:31 p.m.

Amended Sewer Easement Agreement – 19 Southgate Drive

Ms. Paulus advised that Rydt Engineering submitted a request on behalf of the property owners at 19 Southgate Drive to install an in-ground swimming pool on the property. The sewer easements encompass the entire rear yard, so an amended sewer agreement would be required by the Clinton Township Sewerage Authority. After much discussion, engineers will need to go to the property to evaluate if there is a dry sewer in that easement and determine the depth if there is one before any decision can be made. No action was taken at this time.

Mrs. Wohlleb left the meeting at 7:42 p.m.

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 14-16, 2023. 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 Peter Geiger seconded a motion to approve the attendance of its members and employees to the League of Municipalities Conference on November 14-16, 2023. 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 #64-2023

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

Vouchers

Chairman Krommenhoek 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 7:43 p.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman