

Clinton Township Sewerage Authority

Meeting Minutes—November 2, 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 (remotely), 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 (remotely), Bond/General Counsel
Nancy Wohlleb (remotely), Engineer
Roger Parr (remotely), Licensed Operator
Prantik Chakraborty (remotely), Operator
Laura Atwell, Auditor
Tara Stokes, Clerk

Minutes

October 5, 2023– Open Session

A motion was made by Edward Schneider and seconded by Chairman Krommenhoek to approve the open session minutes for the October 5, 2023 meeting. There being no further discussion, a voice vote was called. All ayes.

Public Comment

None

Old Business/Current Business

2024 Budget Adoption

Ms. Atwell reported that the 2024 annual budget and capital budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced budget, have been approved by the Director of the Division of Local Government Services. The 2024 sewer rate will remain the same.

Katrin Glode-Sethna moved, and Joseph Wrba seconded the motion to adopt the 2024 Annual Budget and Capital Budget/Program of the Clinton Sewerage Authority for the fiscal year beginning January 1, 2024 and ending December 31, 2024 which have been approved by the Director of the Division of Local Government Services. The 2024 sewer rate will remain the same. There being no further discussion, the roll was called.

Resolution #65-2023

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 6:55 p.m.

Capacity Requests

There was nothing new to report or discuss.

Pending Connections

- 6 West Street
- 13 Moebus Place – Warehouse

There was nothing new to report or discuss.

- 248-250 Hamden Rd

Ms. Paulus reached out to the new owner of the property, Mr. Alfano, to inquire about sewer connection plans started by the previous owner of the property. Mr. Alfano will review and follow up the Clinton Township Sewerage Authority. No other action is needed from the CTSA currently.

- 1707 Route 31 – Dunkin Donuts/Gas Station

Ms. Wohlleb received email from the engineers regarding connection plans. Ms. Wohlleb provided mapping of the Water's Edge Force Main sewer lines that was briefly discussed.

Route 31 Development

Ms. Paulus recommended that the board discuss the appropriate way to pay the professional bills regarding invoices for the Route 31 Development properties. It was briefly discussed that pro-rata share would be the best option. Ms. Paulus and Mr. Langhart will approach the Route 31 Development developers.

- 1728 Route 31 – Caldwell Property
- 1734 Route 31 – Medical Office Building

There was nothing new to report or discuss.

- 1732 Route 31 – Fair Share Housing Ingerman

It is noted that this property will be going before the Township of Clinton Planning board on November 20, 2023, for an amended application.

Capital Budget Plan

There was nothing new to report or discuss.

Preventative Maintenance Program

Mr. Parr will provide three proposals for the cleaning and videoing of the sections of Beaver Avenue and Grayrock Road for the next meeting. A police presence will need to be requested, which will not be included in the proposal.

Clinton Twp. COAH

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

Ms. Paulus and Mr. Parr noticed that there is sewer flow coming from Clinton Woods indicated by the flow data reporting in High Tide. Mr. Parr is going to contact Clinton Woods to find out what the flow is, as there should be no sewer flowing at this time.

- 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

Mr. Parr expressed concern over possible overflow at Beaver Brook 3. Although the risk is minimal, he recommended that a high-level float be installed. Mr. Parr will provide a quote for float installation for the next meeting.

Country Club Drive Associates

A brief discussion ensued before Chairman Krommenhoek requested that Ms. Paulus reach out to Mr. Pralgever and request that he provide a status update for the next meeting.

Maple Ave/Route 641 Infiltration & Inflow

Ms. Paulus and Ms. Stokes are continuing to work with Mr. Langhart to have letters sent to residents regarding sump-pumps and gutters.

Ms. Wohlleb left the meeting at 7:00 p.m.

NHHS

- I & I

There was nothing new to report or discuss.

- Rebuild

Mr. Chakraborty provided a brief update on construction. VNL has installed approximately 90 feet of linear piping; a total of four manholes had been put in place; and the fifth manhole has a casting issue and is expected to be fixed by next week. In the meantime, construction has been halted until approximately Thursday, December 9, 2023.

Ms. Paulus advised the board that two resolutions need to be passed for Application No. 1 and Application No. 2 payments from the North Hunterdon Regional High School regarding the North Hunterdon Regional High School pump station replacement.

Chairman Krommenhoek moved, and Edward Schneider seconded a motion to approve payment for Application No. 1 to the Contractor “VNL LLC” regarding the North Hunterdon Regional High School pump station replacement in the amount of \$88,690.00 and ratifies any prior actions towards making such payment. There being no further discussion, the roll was called.

Resolution #66-2023

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

Chairman Krommenhoek moved, and Peter Geiger seconded a motion to approve payment for Application No. 2 to the Contractor “VNL LLC” regarding the North Hunterdon Regional High School pump station replacement in the amount of \$242,942.00 and ratifies any prior actions towards making such payment. There being no further discussion, the roll was called.

Resolution #67-2023

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

Ms. Paulus advised the board that a Project Compliance Officer for the North Hunterdon High School pump station project is required as this is being financed through the New Jersey Infrastructure Bank. After discussion, the Authority determined that its Chairperson, Steven Krommenhoek, should be appointed as the Project Compliance Officer for the project.

Katrin Glode-Sethna moved, and Edward Schneider seconded a motion to appoint Chairperson, Steven Krommenhoek, as Project Compliance Officer for the North Hunterdon High School pump station project which is being financed through the New Jersey Infrastructure Bank. There being no further discussion, the roll was called.

Resolution #68-2023

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

- HC Vo-Tech

Vo-tech is discussing the Reservation Agreement with NHHS.

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

Water's Edge Force Main

There was nothing new to report discuss as this is currently on hold due to discussions of potential development projects in the area.

19 Southgate

A brief discussion ensued regarding the request for the in-ground swimming pool construction inside the sewer easement. It was determined that after having undertaken necessary due diligence and review of this matter, including the review of planning documents relating to the development and engineering site visits to the property and surrounding area, the Clinton Township Sewerage Authority needs to deny the request for an easement waiver or encroachment.

Chairman Krommenhoek moved, and Edward Schneider seconded a motion to deny the request for an easement waiver or encroachment regarding the in-ground swimming pool at 19 Southgate Drive, Clinton Township. A voice vote was called. All nays were recorded. It is noted that Dan McTiernan did not vote.

Resolution #69-2023

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.
 - 10/20 – P3 performed a minor PM on the DOT PS generator. Battery and belts need replacing and mouse nest needs to be removed.
 - 10/26/23 – The new BB1 P1 was installed by NSU Services.

Snow Plowing Proposals

Ms. Paulus is obtaining additional snow plowing proposals for the next meeting.

QPA Exam Fee

Ms. Stokes requested the board approve the expenditure of \$150.00 to the State of New Jersey Treasurer for the Qualified Purchasing Agent exam application fee to be taken on December 20, 2023.

Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded the motion to approve the expenditure of the \$150.00 to the State of New Jersey Treasurer for the Qualified Purchasing Agent exam application fee to be taken on December 20, 2023. There being no further discussion, the roll was called.

Resolution #70-2023

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

December 7th Meeting Time Change

A brief discussion ensued regarding a potential change in monthly board meeting times. It was recommended that the time for the meeting held on December 7, 2023 Clinton Township Sewerage Authority be changed from 6:30 p.m. to 8:00 a.m.

Chairman Krommenhoek moved, and Peter Geiger seconded a motion adopt the change in time of the December 7, 2023 board meeting from 6:30 p.m. to 8:00 a.m. There being no further discussion, the roll was called.

Resolution #71-2023

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 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
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 7:46 p.m.

ATTEST:

Taralyn Stokes, Clerk

Steven Krommenhoek, Chairman