

**Clinton Township Sewerage Authority**

**Meeting Minutes— November 7, 2024**

Chairman Krommenhoek called the meeting to order at 8:31 a.m.

**Statement of Adequate Notice**

Chairman Krommenhoek stated adequate public notice had been provided in accordance with the Open Public Meetings Act.

**Statement of Low-Income Household Water Assistance Program (LIHWAP)**

Chairman Krommenhoek read the following statement regarding the Low-Income Household Water Assistance Program (LIHWAP):

The State Low Income Household Water Assistance Program (LIHWAP) can help you pay arrears for your water and sewer bills. The program may also be able to help address tax liens due to water and sewer arrears. To get more information and apply, go to [waterassistance.nj.gov](http://waterassistance.nj.gov) or call NJ211.

**Pledge of Allegiance**

**Attendance Roll Call:**

Steven Krommenhoek, Chairman	present
Daniel McTiernan, Vice Chairman	present
Edward Schneider, Secretary	present – 8:35 a.m.
Katrin Glode-Sethna, Treasurer	present
Joseph Wrba (remotely)	present
James McDonald	present

**Also present:**

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

**Minutes**

October 3, 2024 – Open Session

A motion was made by Dan McTiernan moved and seconded by Chairman Krommenhoek to approve the open session minutes from the October 3, 2024, meeting. There being no further discussion, a voice vote was called. All ayes.

**Public Comment**

There were no public comments made.

**Public Comment – 2025 Rate Increase & 2025 Budget Adoption**

Chairman Krommenhoek opened public comment for the 2025 rate increase and 2025 Budget adoption at 8:36 a.m. There were no public comments made. Chairman Krommenhoek closed public comment at 8:37 a.m.

**2025 Rate Increase and 2025 Budget Adoption**

Ms. Atwell presented the 2025 Budget Adoption based off the previous 2025 Budget Introduction on October 3, 2024. The base sewer rate for 2025 will increase from \$540.00 to \$560.00 for the year per EDU. This is an increase of \$5.00 per quarter or increase of \$20.00 per year. Inflation has continued to increase treatment costs as well as electricity.

Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded a motion to acknowledge the rate increase for base sewer charges for the year 2025. There being no further discussion, the roll was called.

Resolution # 66-2024

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

Chairman Krommenhoek moved, and Daniel McTiernan seconded a motion to adopt the 2025 Budget as previously introduced on October 3, 2024. There being no further discussion, the roll was called.

Resolution # 67-2024

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

Ms. Atwell left the meeting at 8:44 a.m.

**Old Business/Current Business**

### Capacity Requests

Ms. Paulus was contacted by David Overaker, the President on the Board of Trustees for the 1759 Vought House, located on 35 Grayrock Road. Mr. Overaker inquired about sewer capacity allocation and potential connection to add toilets to the Vought House property. Ms. Paulus provided Mr. Overaker the previously passed resolution #4-2007 allocating 300 gallons per day of sewer capacity, as well as the associated meeting minutes from December 4, 2006 and January 4, 2007.

### 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

It is noted that the Developer is working on an easement agreement with Clinton Township.

- 10 & 12 Grayrock Road – Grayrock Crossing

There was nothing new to report or discuss.

- 1707 Route 31 – Dunkin Donuts/Gas Station

There was nothing new to report or discuss. The Clinton Township Sewerage Authority has not received any bond paperwork from the property owner.

### Route 31 Development

- 1734 Route 31 – Medical Office Building

The Clinton Township Sewerage Authority is still waiting on a signed developer's agreement, signed easement agreement, and coordination plans for the connection into Ingerman's property from Mr. Desapio.

- 1732 Route 31 – Fair Share Housing Ingerman

Mr. Ruschke advised that he has not been provided with any timeline for the required force main integrity testing at Water's Edge by Ingerman.

- 1728 Route 31 – Caldwell Property

There was nothing new to report or discuss.

Capital Budget Plan

A brief discussion ensued regarding the DOT pump station regarding current flows and anticipated flows from potential Clinton Township affordable housing projects.

Preventative Maintenance Program

There was nothing new to report or discuss.

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

There was nothing new to report or discuss.

NHHS

- I & I

There was nothing new to report or discuss.

- Rebuild

Mr. Chakraborty provided a status update on the North Hunterdon High School pump station replacement. The project is being closed out. A change order is needed for the installation of two ABB VFD breaker panels. There was an “extra” \$6,500.00 left over from not needing any traffic control/diversion, which can cover the cost of the change order.

Chairman Krommenhoek moved, and Katrin Glode-Sethna seconded a motion to authorize the change order to VNL LLC for the installation of two ABB VFD breaker panels regarding the North Hunterdon Regional High School pump station replacement. There being no further discussion, the roll was called.

Resolution #68-2024

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

Ms. Paulus advised the board that a resolution needs to be passed for payment application number 9 to VNL LLC regarding the North Hunterdon Regional High School pump station replacement in the amount of \$134,227.62.

Katrin Glode-Sethna moved, and Chairman Krommenhoek seconded a motion to authorize payment application number 9 to VNL LLC regarding the North Hunterdon Regional High School pump station replacement in the amount of \$134,227.62. There being no further discussion, the roll was called.

Resolution #69-2024

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

Mr. Chakraborty left the meeting at 9:14 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)

Ms. Stokes advised that there have been numerous issues with the billing software this quarter. Fourth quarter sewer bills with past due balances had handwritten amounts, since although the system was correct, the printed bills were not. Additionally, there is still no signed contract.

**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.
  - 10/31 – Pumping Services installed the repaired pump at Hamden Road PS and removed P1 for evaluation. Repair quote attached.
- Pump Station Issues

- 10/13 – I received a call from the Hunterdon County Communications Center regarding Cryan’s Tavern and that they had received a call for a red-light alarm at the pump station. I called Tom, the manager at Cryan’s Tavern, and he said he had unclogged the toilet and shortly after that he noticed the red light was on at the pump station. NSU operator responded and found the pump was tripping out. I called Apgar and Son to pump down the wet well so NSU Services could pull the pump. The pump was clogged with debris which was causing the pump to trip out. Capacitors were also replaced with the control panel because of the above-mentioned.

➤ Collection System Activities

- None

➤ Alarms

- None

➤ SSO’s

- None

➤ Additional Items

- Hamden Road P1 Repair quote
- Smart Covers quote
- 178 total mark out requests received.
- 27 requests were in the service area.
- 2 requests required an in-field mark out.

Hamden Road pump station pump one was removed by Pumping Services Inc for evaluation. There were numerous issues found including multiple cracks on impeller vanes; and condensation which caused rust inside the housing and the lower bearing within the motor. Mr. Parr agreed with the recommendation by Pumping Services Inc that the pump be repaired with new seals, bearings, O-rings, impeller and cable grommets in the amount of \$18,051.56.

Chairman Krommenhoek moved, and Daniel McTiernan seconded a motion approve the repair of Hamden Road pump station pump one in the amount of \$18,051.56 by Pumping Services Inc. There being no further discussion, the roll was called.

Resolution #70-2024

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

A brief conversation ensued regarding the smart covers. It was determined that smart covers are not needed at this time but are an option for future flow measurements.

Mr. Parr left the meeting at 9:29 a.m.

**Vouchers**

Katrin Glode-Sethna 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	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

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Steven Krommenhoek, Chairman