

Clinton Township Sewerage Authority
Meeting Minutes—January 9, 2020

Chairman Krommenhoek called the meeting to order at 6:30 pm. Members present were Peter Geiger, Katrin Glode-Sethna, Michael Maurer and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, William Colantano, Auditor, Roger Parr, Licensed Operator, Brian Mullay, Council Liaison, Meliss Paulus, Administrator and Beth Konkle, Administrative Assistant. Chairman Krommenhoek stated adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

December 5, 2019 – Open and Closed Sessions

A motion was made by Peter Geiger and seconded by Michael Maurer to approve the open and closed session minutes of the December 5, 2019 meeting. There being no further discussion, the roll was called.

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Absent
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Abstain

Public Comment

No one is present from the public.

Rate Hearing

Chairman Krommenhoek opened the CTSA Rate Hearing at 6:32 pm. Mr. Colantano reported the 2020 User Rates at \$520.00 per year per equivalent dwelling unit (EDU) based on the 2020 budget adopted by the Authority and approved by the State of New Jersey. Mr. Colantano noted this is an increase of just under two percent from the 2019 user fee of \$510.00. (It is noted Mr. Schneider entered the meeting at 6:35 p.m.) A base user fee was previously established to be charged for unused reserved capacity. This was calculated using debt service and capital reserve. This calculates to \$52.25 per EDU. A capital contribution was not budgeted for this year therefore, the base user fee is lower this year. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to approve the 2020 user rate at \$520.00 per year for each EDU and the base user fee at \$52.25 per EDU. There being no further discussion, the roll was called.

Resolution #1-2020

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes

Michael Maurer	Yes
Daniel McTiernan	Did not vote

Mr. Colantano presented the connection fee calculation for 2020. The connection fee will decrease from \$2,918.74 per equivalent dwelling unit (EDU) to \$2,918.29. This is based on the calculation of the total capital cost and debt service accumulated divided by the number of EDUs billed at the end of the year. Mr. Colantano noted the decrease is due to less debt and increase in EDUs. Katrin Glode-Sethna moved and Chairman Krommenhoek seconded a motion to approve the 2020 connection fee of \$2,918.29 per EDU. There being no further discussion, the roll was called.

Resolution #2-2020

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did not vote

The 2020 rate hearing concluded at 6:42 pm. The court recorder left at the conclusion of the rate hearing.

Old Business/Current Business

Capacity Requests

6 West St.

Council President Mullay stated this has preliminary approval, no final approvals.

2 West St.

This property has not received final inspection approvals.

Capital Budget Plan

Mr. Parr reported the float rack pulled out of its anchorage and the discharge pipe seal is leaking groundwater into the wet well at the Hamden Road pump station. This has the potential to create a public health, safety and welfare issue if not repaired immediately. NSU submitted a proposal in the amount of \$3,166.00 for the emergency repairs. The Authority's engineer has reviewed the proposal and believes it is fair and reasonable. Mr. Colantano noted funds exist for said repairs. It is noted this is not a capital expense. Peter Geiger moved and Katrin Glode-Sethna seconded the motion to accept the proposal from Natural Systems Utilities in the amount of \$3,166.00 to replace the pump guide rails, repair the float rack and reseal the discharge pipe at the Hamden Road pump station. There being no further discussion, the roll was called.

Resolution #3-2020

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did not vote

Town of Clinton Treatment Cost Litigation

This was discussed in Executive session.

Preventative Maintenance Program

There was nothing new to report or discuss.

Clinton Twp. COAH – Willows @ Annandale

There was nothing new to report or discuss.

Stem Pump Station

The temporary hook-up for the electric has been delayed due to JCP&L's scheduling issues. The building supplier, Old Castle, is not available until the beginning of February; therefore, the changeover has been scheduled for the week of January 27th.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

There was nothing new to report or discuss.

Comminutors vs. Trash Baskets

Pumping Services submitted a revised proposal. It was discussed and agreed to hold- off on taking action.

JIF – Domestic Violence Policy for Public Employees

Mr. Watts drafted a policy naming Meliss Paulus as the primary and Beth Konkle as the secondary. Final draft will be presented for adoption next month.

Country Club Drive Associates

This was discussed in Executive Session.

New Business

Operator's Report

Mr. Parr reported all stations are operational and alarms were tested. The generator block heaters were replaced at Water's Edge and Deer Meadow. A high-level alarm was received from Cryan's due to a faulty control circuit breaker. The breaker was replaced. During routine inspection the operator noticed reduced pump flow rates at Water's Edge. Pumps were pulled and inspected. Nothing significant was found. NSU will keep a close eye on this.

Appointment of Public Agency Compliance Officer

Resolution #4-2020

The CTSA is required to appoint a Public Agency Compliance Officer. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to appoint Elizabeth Konkle as Public Agency Compliance Officer. There being no further discussion a voice vote was called.

All ayes. Motion carried.

Mr. Parr requested the Authority obtain bids for Wet Well Cleaning On-Call Services. Bids were received from Russell Reid Waste Hauling (\$11,630.00), and National Water Main Cleaning Co. (\$38,120.00). The bids were reviewed by the CTSA engineer and attorney. At the advice of the Authority's Consulting Engineers, the Authority has determined to accept the low bid of Russell Reid in the amount of \$11,630.00. The contract is renewable for a three year time period at an increase of 3% each year. Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to accept the bid of Russell Reid for on-call wet well cleaning in the amount of \$11,630.00. There being no further discussion, the roll was called.

Resolution #5-2020

Steven Krommenhoek	Yes
Peter Geiger	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did not vote

Mr. Colantano and Mr. Parr left the meeting.

Vouchers

Peter Geiger 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
Peter Geiger	Yes

Edward Schneider	Yes
Katrin Glode-Sethna	Yes
Michael Maurer	Yes
Daniel McTiernan	Did not vote

Executive Session

Chairman Krommenhoek stated there is a need to enter executive session for the purposes of discussing the litigation with the Town of Clinton and Country Club Drive Associates. Action is not anticipated to be taken upon entering open session. Chairman Krommenhoek moved and Peter Geiger seconded a motion to enter executive session at 7:11 p.m. for the purposes of discussing litigation with the Town of Clinton and Country Club Drive Associates. The motion passed unanimously.

Open Session

Upon motion duly made, seconded and unanimously passed the Authority closed executive session and entered open session at 7:28 p.m.

There being no further business to discuss, upon motion duly made, seconded and unanimously passed the meeting was adjourned at 7:29 p.m.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman