

Clinton Township Sewerage Authority
Meeting Minutes—September 3, 2020

Chairman Krommenhoek called the meeting to order at 6:04 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, William Colantano and Laura Atwell, Auditors, Brian Mullay, Council Liaison and Meliss Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act. Chairman Krommenhoek thanked everyone for attending this meeting in person.

Minutes

August 6, 2020 – Open Session

A motion was made by Edward Schneider and seconded by Katrin Glode-Sethna to approve the open session minutes of the August 6, 2020 meeting. There being no further discussion, the roll was called.

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

Public Comment

There was no one in attendance from the public.

Old Business/Current Business

Capacity Requests

Ms. Paulus stated no formal requests have been received.

Pending Connections

- 6 West St. – Old Municipal Building

Mr. Mullay reported final site plan approval was granted on Monday. He expects an easement to be placed on it next week. The Township will be conveying the property to the developer within the next few months and vacate Washington Street.

Capital Budget Plan

There was nothing new to report or discuss.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program

Work may be performed in the fall. The Mews development is scheduled for cleaning but will not take place until the illegal discharges cease or at least decrease. Ms. Paulus will again request a copy of notices that were sent to the tenants.

Clinton Twp. COAH

- Willows at Annandale

Waiting for a response to Chris Wohlleb's review comments to the as-builts and the easement.

- PIRHL

Nothing new to report or discuss.

Mini Pump Stations

There was nothing new to report or discuss.

Beaver Brook 3

This will be discussed during the Operator's report.

Comminutors vs. Trash Baskets

No action will be taken at this time.

Country Club Drive Associates

This will be discussed in Executive Session.

Personnel

Ms. Paulus reported receiving 18 resumes to date. Interviews will be scheduled in one to two weeks.

2019 Audit

Mr. Colantano and Ms. Atwell were in attendance to present the 2019 Audit. Ms. Atwell noted there were no recommendations. This is rare. She commends the Board members for their involvement in the Authority's financial position and internal controls. There was a contribution of \$185,000 to capital reserves. \$92,000 of surplus was utilized to balance the budget; \$33,000 is budgeted for 2020. Expenditures were down by \$126,000 primarily due to a decrease in attorney fees in litigation. Revenues exceeded

expenditures by \$7,300. Unfortunately, interest rates are low now. Ms. Atwell stressed the importance of reviewing the supplemental schedule for the budget process. Mr. Colantano noted treatment costs were down by \$71,000. Daniel McTiernan commented about the pension contribution. Ms. Atwell stated this is dictated by the State; the Authority has no control over this.

2021 Budget

Edward Schneider and Katrin Glode-Sethna volunteered once again to be on the committee. The budget meeting will be Thursday, September 17th at 9 a.m. Chairman Krommenhoek thanked everyone.

(Ms. Atwell left the meeting at 6:30 p.m.)

New Business

Operator's Report

Mr. Parr joined the meeting via telephone at 6:30 p.m. Mr. Parr reported the stations have been inspected weekly, with data taken and baskets cleaned. All pump station high level alarms were tested for the month. The wet wells were cleaned by Apgar at County Rd. 641, Maple Ave., and Cryan's. P3 started performing minor preventative maintenance on the generators. The battery at Beaver Brook #2 was replaced. The HOA switch was replaced by NSU Services at Yager mini pump station. The Stem pump station flow meter is not showing any flow. NSU Services determined the transmitter needs to be replaced. A tree fell on the Maple Ave. pump station fence and building. Ms. Paulus was notified. The float tree at Cryan's broke and will need to be replaced. Materials are on order. Quotes were received regarding the Stem comminutor motor replacement and total comminutor replacement. Mr. Parr will request a quote to pull the grinder for an on-site evaluation at the Stem pump station.

Discussion ensued regarding the flow meter replacement at Beaver Brook #3. Mr. Parr provided information regarding a Palmer Flume. He estimates the equipment costs to be in the range of \$9,000-10,000.00. This does not include labor, piping, concrete, or flanges. This would add an additional \$9,000.00. He noted an ultrasonic meter is not as accurate as a flume due to the low flow. He will do more research.

(Mr. Parr exited the meeting at 6:45 p.m.)

Certificate of Deposit

The Certificate of Deposit held at Northfield Bank will mature on September 15, 2020. Northfield has provided the current rate of .25% for a period of nine or twelve months. Vice-Chairman Geiger moved and Chairman Krommenhoek seconded the motion to authorize the renewal of the Certificate of Deposit with Northfield Bank in the amount of \$248,514.00 for a period of nine months at an interest rate of .25% annum on condition that the Certificate of Deposit permits withdrawals by the Authority at any time without penalty. There being no further discussion, the roll was called.

Resolution #47-2020

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

Vouchers

Katrin Glode-Sethna 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
Michael Maurer	Absent
Daniel McTiernan	Yes

Executive Session

Chairman Krommenhoek stated there is a need to enter executive session for the purposes of discussing litigation with the Town of Clinton and Country Club Drive Associates. Personnel matters will also be discussed. Action might be taken upon entering open session. Upon motion duly made, seconded, and unanimously passed, the Clinton Township Sewerage Authority went into closed session at 6:48 p.m.

(It is noted that Michael Maurer entered Executive Session at 6:56 p.m.)

Open Session

Vice-Chairman Geiger moved and Chairman Krommenhoek seconded a motion to close executive session and enter open session at 7:17 p.m. The motion passed unanimously.

Vice-Chairman Geiger moved and Chairman Krommenhoek seconded the motion to authorize Chairman Krommenhoek to set up a meeting with the Town of Clinton to be attended by Mayor Kovach and the Town of Clinton counsel as well as C. Gregory Watts, Esq. in order to further negotiate a final Service Agreement to be entered into between the Town of Clinton and the Authority. Chairman Krommenhoek shall have the authority to sign any documents necessary in order to give effect to a settlement to be reach by the parties at such meeting. There being no further discussion, the roll was called.

Resolution #48-2020

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

There being no further business to discuss, Edward Schneider moved and Chairman Krommenhoek seconded the motion to adjourn the meeting. The motion was unanimously passed to adjourn the meeting at 7:18 p.m.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman