

Clinton Township Sewerage Authority
Meeting Minutes—June 25, 2020

Chairman Krommenhoek called the meeting to order at 6:30 p.m. Members present were Peter Geiger, Edward Schneider, Katrin Glode-Sethna, and Daniel McTiernan. Also present were C. Gregory Watts, Attorney, Peter Kosciak, Engineer, Roger Parr, Operator, and Melissa Paulus, Administrator. Chairman Krommenhoek stated that adequate public notice had been provided in accordance with the Open Public Meetings Act. It is noted this meeting was held as a virtual (teleconference) meeting due to the COVID-19 pandemic.

Minutes

May 14, 2020 – Open Session

A motion was made by Katrin Glode-Sethna and seconded by Chairman Krommenhoek to approve the open session minutes of the May 14, 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

No one identified themselves as participating in this call.

Old Business/Current Business

Capacity Requests

Ms. Paulus stated no formal requests have been received.

Pending Connections

- **6 West St. – Old Municipal Building**

There was nothing new to report or discuss.

Capital Budget Plan

There was nothing new to report or discuss.

Town of Clinton Treatment Cost Litigation

Mr. Watts sent Mr. Cushing comments regarding the service agreement. Mr. Cushing requested clarification to which agreement Mr. Watts was referring to. Mr. Cushing felt the issues the CTSA were opposed to had been addressed. There is a question as to if there are different versions of the signed service agreement.

Preventative Maintenance Program

There was nothing new to report or discuss. Work may be performed in the fall.

Clinton Twp. COAH – Willows at Annandale

Mr. Watts noted the Township transferred 20,000 gallons to PIRHL Developers for the Marookian site on Route 31 South. This was done June 13, 2018. As per the agreement, the developer is required to enter into a reservation agreement and pay the required fees and base user fee. A discussion ensued regarding the fees. Mr. Watts suggested a three-party agreement when such transfers occur. Chairman Krommenhoek agreed. Ms. Paulus provided the calculations.

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

No action will be taken at this time.

Country Club Drive Associates

Mr. Watts provided Mr. Kelly with documents to review. He anticipates having feedback before the next meeting.

New Business

Operator's Report

Mr. Parr submitted an operator's report. All stations are operational, have been inspected weekly, data recorded, baskets cleaned and high level alarms were tested. The Mews pump station wet well was cleaned by Russell Reid due to heavy rag accumulation and multiple pump failures on May 8, 26 and June 12, 16 & 25th. NSU Services pulled both pumps, cleaned, and reinstalled. Multiple alarms for Pump #2 failure were received on May 26th. NSU Services discovered damage to the power cable causing the pump to trip. The pump was repaired and returned to normal operation. There appears to be wear between the impellor and volute. Ms. Paulus will be in contact with the Property Manager to address the source of the illegal discharges and the consequences.

DOT Pump #1 was pulled for evaluation and the new pump was installed on June 10th. P3 installed the new generator transfer switch at Stem pump station on June 25th. There was a faulty “pump off” float at Weewer. The relay was replaced and returned to normal. There was also a faulty “pump off” float at Cryan’s that triggered an alarm. The float was replaced. A power failure alarm was received at North Hunterdon High School on May 26th.

Public Agency Compliance Officer

Ms. Paulus stated due to personnel change the Authority is required to appoint a PACO. Peter Geiger moved and Katrin Glode-Sethna seconded the motion to appoint Meliss Paulus as Public Agency Compliance Officer. There being no further discussion, the roll was called.

Resolution #33-2020

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

Ms. Glode-Sethna recommended the Authority explore the feasibility of a full-time position in the office due to the anticipated increase in development and additional workload. Chairman Krommenhoek inquired about comparable utility departments and staffing. Mr. Watts reported in his experience typically there are two to three employees. Mr. Schneider agreed and felt the additional revenue would cover the additional expenses. Vice-Chairman Geiger felt this would attract a higher quality candidate. Chairman Krommenhoek would like to see the actual numbers. Ms. Paulus estimated an additional \$25,000 to the budget.

Two workorder proposals for the replacement of exhaust fans at Cramer’s Creek and Water’s Edge were discussed. Chairman Krommenhoek moved and Edward Schneider seconded the motion to accept the proposal of Natural Systems Utilities dated June 17, 2020 in the amount of \$901.50 for the replacement of the exhaust fan at Cramer’s Creek pump station. There being no further discussion, the roll was called.

Resolution #34-2020

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

Katrin Glode-Sethna moved and Chairman Krommenhoek seconded the motion to accept the proposal of Natural Systems Utilities dated May 20, 2020 in the amount of

\$1,524.30 for the replacement of a 3-phase to a single-phase exhaust fan at Water's Edge pump station. There being no further discussion, the roll was called.

Resolution #35-2020

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

Vouchers

Chairman Krommenhoek inquired to the payments to BKC and NJ One-Call. BKC was for the meeting regarding the Town of Clinton litigation and review of the documents and NJ One-Call is for all mark-out requests received. Katrin Glode-Sethna moved and Chairman Krommenhoek seconded a motion to approve all vouchers in the May and ½ of June 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

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 7:06 p.m.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman