

Clinton Township Sewerage Authority
Meeting Minutes—June 25, 2015

Chairman Geiger called the meeting to order at 6:36 p.m. Members present were Michael McCue, Edward Schneider, Katrin Glode-Sethna, John Lazarus and Steven Krommenhoek. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, William Colantano, Auditor, Jim Huntington, Licensed Operator and Meliss Paulus, Administrator. Chairman Geiger stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

May 7, 2015 – Open and Closed Sessions

A motion was made by John Lazarus and seconded by Edward Schneider to approve the open and closed session minutes of the May 7, 2015 meeting. There being no further discussion, the roll was called.

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Old Business/Current Business

The Mews

There was nothing new to report or discuss.

Capacity Requests

Mr. William Caldwell submitted a request for capacity for an existing professional office building of 2,000 square feet with a possibility of adding an additional 2,000 square feet. The property is located at 1728 Route 31 and owned by Clinton Point Partnership, which Mr. Caldwell is a principal. There is a force main in front of the property. Mr. Rolak noted a small package lift station would be required. The property owner would be responsible for the engineering and operation of the station. A capacity reservation agreement for 400 gpd/2 EDUs would be drafted by Mr. Watts after Mr. Caldwell establishes an escrow in the amount of \$2,500.00. Michael McCue moved and Katrin Glode-Sethna seconded a motion to authorize the preparation and execution of a Reservation Agreement for 400 gpd/2 EDUs to serve 1728 Route 31 owned by Clinton Point Partnership. Chairman Geiger is authorized to execute said agreement at such time it is approved by the Authority's professionals. There being no further discussion, the roll was called.

Resolution #35-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Ken Fioretti, of PMG Retail, was present. His company submitted a request for 14,000 gallons per day of sewer capacity for a proposed 140,000 square foot retail development on Block 70, Lots 4 & 5 (1720-24 State Route 31) in February. He has reduced his request to 5,000 gpd as he is in negotiations with Mr. Benbrook to purchase up to 9,000 gpd. The tie-in would be on the same force main as the previous request by Mr. Caldwell. Mr. Watts discussed the issues with PMG Retail currently not being the owner of the property. Mr. Rolak noted an agreement would be needed with the Town of Clinton. The capacity obtained from Mr. Benbrook and flows would not “go against” the CTSA allocated capacity/flows and therefore would require a meter. Mr. Watts stated there will be several contingencies stated in the agreement once it gets to that point. Mr. Schneider inquired to the type of flow meter that would be required. Mr. Rolak stated it would be a mag meter. An escrow is required prior to Mr. Rolak analyzing the hydraulics or the drafting of a reservation agreement.

A request was received from Mr. Josh DeChellis for capacity of 3,040 gpd/11 EDUs for 73 Beaver Avenue. He is in discussions to purchase this property for the intentions of operating a restaurant and bar. Mr. Watts noted the current property owner, PNC Bank, would have to enter into the reservation agreement and then request approval to transfer the capacity to the new owner. The property is currently connected and has one EDU. Ms. Paulus will contact Mr. DeChellis.

Capital Budget Plan

Mr. Rolak reported the building is up. Electrical work is in progress. DeMaio Electrical has submitted a request for Payment Application #2 in the amount of \$96,949.64. Katrin Glode-Sethna moved and Chairman Geiger seconded a motion to approve Payment Application #2 to DeMaio Electrical Company, Inc. in the amount of \$96,949.64 for work performed through May 22, 2015 for the rehabilitation of the Stem Pump Station. There being no further discussion, the roll was called.

Resolution #36-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Mr. Watts reported he is still waiting for the Township to pass an ordinance for an easement regarding the Maple Avenue pump station. He will email Mr. Lazarus to

follow-up. Mr. Watts also noted a sign-off for a larger easement is required from all property owners by County Road 641 prior to starting the rehabilitation of that station. Mr. Rolak noted the wetlands permit requirement. Mr. McCue inquired to the status of the DOT station. Mr. Rolak submitted comments to Mr. Huntington. NSU can do the required work. A quote was submitted with the design plans to Mr. Rolak. Mr. Watts will need to review the professional services agreement with Mr. Colantano. Mr. Huntington noted there is a provision in the agreement for additional services.

NHHS

There was nothing new to report or discuss.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive session.

Preventative Maintenance Program – BB

Mr. Rolak reported Oswald has completed the work except for 2 manholes that could not be located. Mr. Rolak will review the report and advise when payment can be released. NSU will relocate the manholes and raise them.

Mr. Huntington reviewed the status of the meter located at Beaver Brook #3. It is recommended the “U” be taken out and a partial flow mag meter be installed directly in-line. Mr. Huntington will follow-up with total costs and requirements. The Town of Clinton will need to agree to any proposed change.

New Business

Operator’s Report

Ms. Paulus reported the professional services agreement with Applied Water Management expires on June 30, 2015. Mr. Huntington submitted a “First Amendment” reflecting changes of a 2% increase to the monthly fee for operating services and a decrease of the maintenance fund. Mr. Watts has reviewed the amendment. He noted the above referenced changes and all other terms and conditions of the underlying agreement remain unchanged. Chairman Geiger moved and Edward Schneider seconded a motion to authorize Chairman Geiger to execute the First Amendment to Operations and Maintenance Contract between the Authority and Applied Water Management. There being no further discussion, the roll was called.

Resolution #37-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Mr. Huntington reported an annual inspection of the pump stations was completed. Floats have been replaced. A detailed pump station report was provided. This information is now available online. R & R Pump & Control delivered the rebuilt spare pump. This could be used at Weewer, Cryan's Tavern or Miller's house if needed. R&R pulled pump #1 from Beaver Brook #2. It is recommended this pump be replaced. Three quotes were received. The quote from R & R, dated May 29, 2015, is the lowest at \$8,278.00. Steven Krommenhoek moved and Edward Schneider seconded a motion to authorize the replacement of pump #1 at the Beaver Brook #2 pump station at a cost of \$8,278.00 as quoted by R & R Pump & Control. There being no further discussion, the roll was called.

Resolution #38-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Quotes were received for the servicing of the generators. R & J Control, Inc. was the lowest quote of \$7,982.00 for the bi-annual service. Michael McCue moved and Chairman Geiger seconded a motion to accept the quote of \$7,982.00 as submitted by R & J Control, Inc. to service the generators twice per year. There being no further discussion, the roll was called.

Resolution #39-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

2014 Audit

Mr. Colantano presented the 2014 Audit. He noted an operating loss of \$194,529. The biggest reason is treatment cost. The previous operator is still in half of 2014. The damage claim received was applied to expenditures. This was \$17,000 more than expenses for the damage that occurred in 2013. An eight year comparison chart of operating revenues and expenditures was distributed. He had no recommendations. John Lazarus moved and Edward Schneider seconded a motion the governing body of the Clinton Township Sewerage Authority hereby certifies to the Local Finance Board of the State of New Jersey each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2014 and authorizes the secretary to promptly submit the group affidavit. There being no further discussion, the roll was called.

Resolution #40-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Base User Fee

The base user fee has been discussed at previous meetings. It is a fee that needs to be established for reserved capacity and is referenced in the capacity reservation agreement. There are several ways to calculate this fee. Chairman Geiger noted this requires further discussion in the future.

Ms. Paulus noted there are 2 remaining accounts at PNC Bank that need to be established at Hopewell Valley Community Bank. Katrin Glode-Sethna moved and Edward Schneider seconded a motion to authorize moving its Payroll Account and Unemployment Fund, currently at PNC Bank to Hopewell Valley Community Bank. There being no further discussion, the roll was called.

Resolution #41-2015

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Vouchers

Edward Schneider 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.

Peter Geiger	Yes
Michael McCue	Did not vote
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Yes
Steven Krommenhoek	Yes

Executive Session

Chairman Geiger requested to enter into executive session for the purposes of discussing litigation involving the Town of Clinton. Action is not anticipated to be taken at the conclusion of the closed session. Edward Schneider moved and John Lazarus

seconded a motion to enter into closed session at 8:29 p.m. to discuss litigation and contractual matters regarding available capacity. The motion passed unanimously.

Open Session

Upon motion duly made, seconded and unanimously passed, the closed session was adjourned at 8:53 p.m.

Mr. Lazarus reported Clinton Township has opted into the Highlands.

There being no further business to discuss, Edward Schneider moved and Katrin Glode-Sethna seconded a motion to adjourn the meeting at 8:55 p.m. The motion passed unanimously.

ATTEST:

Meliss Paulus, Administrator

Peter Geiger, Chairman