

Clinton Township Sewerage Authority
Meeting Minutes—February 4, 2016

Chairman Geiger called the meeting to order at 6:39 p.m. Members present were Edward Schneider, Katrin Glode-Sethna, John Lazarus and Steven Krommenhoek. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, Jim Huntington, Licensed Operator, Meliss Paulus, Administrator and Council Liaison Brian Mullay. Chairman Geiger stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

January 7, 2016 – Open and Closed Sessions

A motion was made by Steven Krommenhoek and seconded by Katrin Glode-Sethna to approve the open and closed session minutes of the January 7, 2016 meeting. There being no further discussion, the roll was called.

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| Peter Geiger | Abstain |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Abstain |
| Steven Krommenhoek | Yes |

Reorganization

Mr. Geiger noted this is the reorganization meeting for the Authority. Mr. Watts asked for nominations for Chairman.

John Lazarus nominated Steven Krommenhoek to be elected Chairman of the Board of Directors and Edward Schneider nominated Peter Geiger to be elected Chairman. A discussion ensued. Mr. Lazarus thanked Mr. Geiger for the excellent job he has done but believes in sharing the burden in the negotiations with the Town of Clinton and feels the responsibilities and duties should be rotated. Ms. Glode-Sethna agrees but believes at this time of negotiations we should remain consistent. Mr. Schneider feels this is a critical time and the change of leadership would not serve in the best interest of the Authority. Mr. Geiger feels it's time to transition this to someone else to go forward. He supports Mr. Krommenhoek as Chairman especially due to his past experience on council. He noted he remains fully committed to resolve the issue with the Town of Clinton. Mr. Geiger requested his nomination be withdrawn. Mr. Geiger seconded the nomination of Steven Krommenhoek for Chairman. There being no other nominations, the roll was called.

Resolution #10-2016

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| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |

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| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Katrin Glode-Sethna nominated Peter Geiger to be elected Vice-Chairman of the Board of Directors. Chairman Krommenhoek seconded this nomination. There being no other nominations, the roll was called.

Resolution #11-2016

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|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Chairman Krommenhoek asked for nominations for Treasurer. Peter Geiger nominated John Lazarus to be elected Treasurer of the Board of Directors. Edward Schneider seconded this nomination. There being no other nominations, the roll was called.

Resolution #12-2016

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|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Chairman Krommenhoek asked for nominations for Secretary. Chairman Krommenhoek nominated Edward Schneider to be elected Secretary of the Board of Directors. This was seconded by Peter Geiger. There being no other nominations, the roll was called.

Resolution #13-2016

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|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Mr. Watts, of Watts, Tice & Skowronek submitted a proposal to provide legal services for the Authority's consideration. John Lazarus moved and Peter Geiger seconded the motion to accept the proposal from Watts, Tice & Skowronek. It is noted there is a \$5.00/hour increase in rates this year. There being no further discussion, the roll was called.

Resolution #14-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Edward Schneider moved and Katrin Glode-Sethna seconded a motion to appoint William Colantano of Bedard, Kurowicki & Co., as auditor for the CTSA for 2016. There being no further discussion, the roll was called.

Resolution #15-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Peter Geiger moved and John Lazarus seconded a motion to accept the proposal for engineering services as submitted by Hatch Mott MacDonald. Mr. Rolak noted there is an average increase in rates of 3% this year but his hourly rate remains the same. There being no further discussion, the roll was called.

Resolution #16-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Katrin Glode-Sethna moved and John Lazarus seconded a motion to appoint Doug Borden of Borden Perlman as Insurance Risk Manager. There being no further discussion, the roll was called.

Resolution #17-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded a motion to designate The Hunterdon County Democrat, The Courier News and the Hunterdon Review as the official newspapers for the Authority. There being no further discussion, the roll was called.

Resolution #18-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Chairman Krommenhoek moved and Edward Schneider seconded the motion to designate PNC Bank, Bank of America, Peapack-Gladstone Bank, Unity Bank, Provident Bank, Hopewell Valley Community Bank (division of Northfield Bank) and New Jersey Cash Management as the official depositories for the Authority. There being no further discussion, the roll was called.

Resolution #19-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Chairman Krommenhoek moved and Katrin Glode-Sethna seconded the motion to establish the mailing fee of \$100.00 for 2016. There being no further discussion, the roll was called.

Resolution #20-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Edward Schneider moved and Katrin Glode-Sethna seconded the motion to set the scheduled meeting dates as the first Thursday of each month. There being no further discussion, the roll was called.

Resolution #21-2016

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| Peter Geiger | Yes |
| Michael McCue | Absent |

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| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Edward Schneider moved and Katrin Glode-Sethna seconded the motion to establish reimbursement for mileage at \$.54 cents per mile as allowed by the IRS for 2016. There being no further discussion, the roll was called.

Resolution #22-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Peter Geiger moved and Chairman Krommenhoek seconded a motion to appoint Meliss Paulus, Administrator, as Public Agency Compliance Officer for 2016. There being no further discussion, the roll was called.

Resolution #23-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Peter Geiger moved and John Lazarus seconded a motion to appoint Katrin Glode-Sethna as Certifying Officer for 2016. There being no further discussion, the roll was called.

Resolution #24-2016

| | |
|---------------------|--------|
| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Old Business/Current Business

The Mews

Mr. Watts has not heard back from the attorney. Mr. Huntington confirmed that he is to be notified when the pump station should be evaluated.

Capacity Requests

No new requests were made.

Capital Budget Plan

Mr. Rolak provided an update to the previously reported issue of noise and vibration of the pump at the Stem pump station. He noted it is due to the function of the type of hatch there. The Maple Avenue ordinance is complete and can proceed with the Planning Board. The County Road 641 is an issue with the Trustee to sign off on the new easement. Mr. Rolak is concerned the design has been completed for a couple of years now and the electrical requirements may have changed. He feels it is getting critical at this point. The goal was to complete both pump stations at the same time to save money and time in getting approvals and the bidding process. Mr. Huntington reported 641 is running 7 hours per week, Maple Avenue 30 hrs/week and Stem 10 hrs/week.

(Mr. Mullay left the meeting at 7:21 p.m.)

NHHS

Mr. Huntington reported flows have increased somewhat due to the snow and rain. This will be looked at again in March.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program – BB

Mr. Rolak and Mr. Huntington will get together to discuss and plan for future TV and cleaning work. Peter Geiger inquired to the status of Beaver Brook 3. Mr. Huntington reported it is working since it has been re-piped and being flushed out on a regular basis.

The Food Cure LLC

Mr. Josh DeChellis, the Food Cure LLC, submitted a signed reservation agreement with the 25% of the connection fees.

Southgate Capacity Request - Jaffe

Mr. Rolak provided some information he was able to locate regarding the Southgate development. He noted there are approximately 50 properties and a pump station would be required. He referenced his letter dated February 18, 1997. It is noted the developer proposed to only construct the sanitary sewers in the roadway. Construction of the sanitary sewers within the easements and the pump station would be left to the Authority and would cost approximately \$520,000.00. The developer was supposed to make this payment to the Authority in lieu of construction. The Board passed a resolution accepting this but he did not locate a signed agreement or confirmation of receiving the payment. Approximately 20 properties would have to connect if capacity is

available. Mr. Watts will review his files for a signed agreement and/or confirmation of the payment being made.

Chris Jaye – Oak Knolls Litigation

Mr. Watts reported this has been filed in Federal court with 30 defendants. The CTSA has been included in this due to the work performed to repair the broken sewer main. He has answered the pleadings and filed a motion to dismiss. The CTSA is joined in the lawsuit through allegations that somehow we extorted money from her.

New Business

Operator's Report

Mr. Huntington provided a monthly report. The DOT control panel was installed. It is noted that it is epoxy coated steel instead of stainless steel. This will result in a credit of \$900. Remote access is now available. The generator battery failed during exercising. This was replaced by R & J Controls. Mr. Parr submitted a work order there is water coming in to the right of the inlet of pump #1 and water is spraying a small stream from the check valve. Both issues will be investigated and necessary repairs performed.

(Mr. Huntington left the meeting.)

Mr. Watts informed the Authority about the rehabilitation of the Deer Meadow pump station years ago. There is an agreement with the Town of Clinton for several TOC properties to flow through this pump station. It was noted in the minutes of the Town of Clinton Council meeting on December 22, 2015 one of the developers intends to start construction in March or April 2016. As per the agreement, a pro-rata contribution of \$177,510.00 must be paid prior to permits being issued. It is recommended a letter be sent to the Town of Clinton reminding them of this agreement.

Vouchers

John Lazarus 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.

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| Peter Geiger | Yes |
| Michael McCue | Absent |
| Edward Schneider | Yes |
| Katrin Glode-Sethna | Yes |
| John Lazarus | Yes |
| Steven Krommenhoek | Yes |

Executive Session

Chairman requested to enter into Executive Session for the purposes of discussing litigation with the Town of Clinton and the newly received litigation received by Chris Jaye of Oak Knolls. No action is anticipated to be taken upon entering open session.

John Lazarus moved and Katrin Glode-Sethna seconded a motion to enter into executive session at 7:44 p.m. The motion passed unanimously.

Peter Geiger moved and John Lazarus seconded a motion to close the executive session and enter into open session at 8:09 p.m. The motion passed unanimously.

There being no further business to discuss, John Lazarus moved and Chairman Krommenhoek seconded a motion to adjourn the meeting at 8:09 p.m. The motion passed unanimously.

ATTEST:

Meliss Paulus, Administrator

Steven Krommenhoek, Chairman