

Clinton Township Sewerage Authority
Meeting Minutes—January 7, 2016

Vice-Chairman McCue called the meeting to order at 6:30 p.m. Members present were Edward Schneider, Katrin Glode-Sethna and Steven Krommenhoek. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, William Colantano, Auditor, Meliss Paulus, Administrator and Council Liaison Brian Mullay. Vice-Chairman McCue stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

December 3, 2015 – Open and Closed Sessions

A motion was made by Edward Schneider and seconded by Katrin Glode-Sethna to approve the open and closed session minutes of the December 3, 2015 meeting. There being no further discussion, the roll was called.

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

Rate Hearing

Vice-Chairman McCue called the CTSA Rate Hearing to order at 6:32 p.m. Mr. Colantano presented the 2016 User Rates at \$480.00 per year per equivalent dwelling unit based on the 2016 budget adopted by the Authority and approved by the State of New Jersey. The connection fee for 2016 will increase from \$2,560.83 per unit to \$2,652.47. This is based on the calculation of the total capital cost and debt service accumulated divided by the number of users at the end of the year. Let the record show there was no one from the public present. Edward Schneider moved and Katrin Glode-Sethna seconded a motion to approve the 2016 user rate at \$480.00 per year for each EDU. There being no further discussion, the roll was called.

Resolution #1-2016

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

Edward Schneider moved and Steven Krommenhoek seconded a motion to approve the 2016 connection fee at \$2,652.47 per EDU. There being no further discussion, the roll was called.

Resolution #2-2016

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

A base user fee was adopted at the September 10, 2015 meeting using the Net Operating Cost, (total budget\$1,186,952 – treatment cost \$500,000 = net operating cost \$686,952 divided by total budget = 57.8% x annual user fee \$480 = \$278). Edward Schneider moved and Katrin Glode-Sethna seconded a motion to approve a base user fee of \$278.00 per EDU for the 2016 fiscal year. There being no further discussion, the roll was called.

Resolution #3-2016

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

The 2016 rate hearing concluded at 6:39 p.m.

Old Business/Current Business

The Mews

Mr. Watts reported the property owner's attorney advised there are lender issues.

Capacity Requests

A request to connect to the sanitary sewer system was received last month from Mr. Jonathan Jaffe, 38 Southgate Drive. He stated his septic system is in the process of failing and dry sewer lines were installed in the late 1990's when the homes were built. Mr. Rolak reported the files have been located and need to be transported to his office. Ms. Paulus spoke with Mr. Jaffe in regards to his request. He indicated he does not plan on selling his property in the near future but may at a later date.

Capital Budget Plan

Mr. Rolak reported all the items at the Stem pump station have been addressed. Payment Application #8 and the final payment have been submitted for approval. Mr. Rolak recommended the final payment application be approved but do not release the check until the spare parts for the controls are received. Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve Payment Application #8 in the

amount of \$85,219.51 to DeMaio Electrical for the Stem pump station rehabilitation. There being no further discussion, the roll was called.

Resolution #4-2016

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

Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve the final payment application in the amount of \$10,508.96 to DeMaio Electrical for the Stem pump station rehabilitation with the condition the check will not be released until the spare parts for the controls are received. There being no further discussion, the roll was called.

Resolution #5-2016

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

Mr. Rolak submitted a request for an additional \$5,000.00 to the previously approved \$55,000.00 for engineering services for the construction phase of Stem pump station. Due to construction delays caused by the inability of the contractor to obtain building permits and in getting power to the pump station this resulted in additional time being spent. Michael McCue moved and Katrin Glode-Sethna moved to approve the additional \$5,000.00 to the budget for construction phase engineering services provided by Hatch Mott MacDonald. There being no further discussion, the roll was called.

Resolution #6-2016

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

The Maple Avenue Ordinance was passed by the Township. Ms. Paulus will email this to Mr. Watts and Mr. Rolak. Mr. Watts reported he is still having difficulties in getting the trust to sign-off on the easement for County Road 641 pump station.

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

The two manholes have been raised to grade level. Oswald needs to complete repairs to one manhole. Mr. Huntington will coordinate work with Oswald when a full day's work is required.

The Food Cure LLC

Mr. Watts has forwarded a reservation agreement to be signed by a PNC Bank representative and Mr. DeChellis. Mr. Mullay indicated there is an issue with the parking lot.

Clinton Township DPW Wash Bay

Mr. Mullay noted there is an existing house on this property that is planned for demolition that had previously been allocated 300 gallons per day/1 EDU of wastewater treatment capacity. Based on this information, the Authority agreed to rescind Resolution #61-2015 to assess an additional EDU for the wash bay. Michael McCue moved and Edward Schneider seconded a motion to rescind Resolution #61-2015 to allocate an additional EDU and assess a connection fee for this EDU on condition the house is demolished. There being no further discussion, the roll was called.

Resolution #7-2016

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

New Business

Operator's Report

Mr. Huntington provided a monthly report in his absence. The DOT control panel is scheduled to be installed next week. It was just reported in the past day that Pump #2 as the Stem pump station is making noise and vibrating. The operator will keep an eye on it and Mr. Rolak will follow-up with DeMaio Electrical. Mr. Parr contacted Ms. Paulus to report chains and locks were placed across the access roads to the Mews and Maple Avenue. The Township Department of Works Superintendent was contacted. He stated he did not have any knowledge of this and no one from the Township requested

this to be done. He recommended cutting the locks. Ms. Paulus asked for assistance from Mr. Mullay in determining the responsibility of this road. Previous requests to Mr. Joss were not received. Nebula submitted a quote of \$1,600.00 for the upgrade and installation of the antenna required for communications between the DOT and Stem pump stations. Michael McCue moved and Edward Schneider seconded the motion to authorize the expenditure of \$1,600.00 for the upgrade and installation of the antenna for the communications between DOT and Stem pump stations as provided by Nebula. There being no further discussion, the roll was called.

Resolution #8-2016

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

Executive Session

Vice-Chairman McCue 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. Michael McCue moved and Edward Schneider seconded a motion to enter into executive session at 7:07 p.m. The motion passed unanimously.

Vice-Chairman McCue moved and Katrin Glode-Sethna seconded a motion to close the executive session and enter into open session at 7:29 p.m. The motion passed unanimously.

Based upon Ms. Paulus' job performance and upon salaries of comparable positions in public wastewater collection the Authority believes the administrator's salary should be increased to \$63,500.00 per year, retroactive to January 1, 2016. Through her continued efforts, the Authority has realized a savings. To award Ms. Paulus, the Authority has approved a bonus in the amount of \$5,000. Michael McCue moved and Katrin Glode-Sethna seconded a motion to increase the annual salary for the Administrator's position to \$63,500.00 per year retroactive to January 1, 2016 and approve a bonus in the amount of \$5,000.00. There being no further discussion, the roll was called.

Resolution #9-2016

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

There being no further business to discuss, upon motion duly made, seconded and unanimously passed the meeting was adjourned at 7:31 p.m.

ATTEST:

Meliss Paulus, Administrator

Michael McCue, Vice-Chairman