

**Clinton Township Sewerage Authority**  
**Meeting Minutes—April 7, 2016**

Chairman Krommenhoek called the meeting to order at 6:33 p.m. Members present were Peter Geiger, Michael McCue, Edward Schneider and Katrin Glode-Sethna. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, Jim Huntington, Licensed Operator, 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.

**Minutes**

March 9, 2016 – 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 March 9, 2016 meeting. There being no further discussion, the roll was called.

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

**Old Business/Current Business**

**The Mews**

Mr. Watts sent a letter to Mr. Pelayo Coll, Esq. stating operating services, generator maintenance and regular wet well cleaning at no cost to the property owner will cease as of April 30, 2016. Billing for the referenced services and all other expenses pertaining to the pump station will be included on the quarterly sewer bill starting May 1, 2016. Mr. Huntington stated the monthly fee for operating this station is \$975.00.

**Capacity Requests**

Mr. Michael Amodio, Dynamic Engineering, emailed a request for capacity in the amount of 600 to 1,000 gpd for Block 70, Lots 4 to 7 and 12, 1720 – 1734 Route 31 for potential development. Ms. Paulus was directed to request an engineer's report and a \$2,000.00 escrow.

**Capital Budget Plan**

Mr. Rolak has started the application for the Planning Board. He expects this to be completed in the next week or two. Mr. Watts reported the easement for County Road 641 pump station is being reviewed by the property owner's attorney. They have a concern with above ground equipment and there is a tree they are concerned about. A temporary construction easement was discussed to speed up construction.

NHHS

Mr. Huntington will email a graph indicating weekly flow and rainfall.

Town of Clinton Treatment Cost Litigation

This will be discussed in Executive Session.

Preventative Maintenance Program

Mr. Rolak and Mr. Huntington have been discussing future TV and cleaning work.

The Food Cure LLC

The developer is on the Planning Board's schedule for site plan approval.

Southgate Capacity Request - Jaffe

Ms. Paulus reported she has not been able to locate any documentation that the payment in lieu of dry sewers in the easements was ever received. Mr. Rolak noted dry sewers were constructed in the roadways but not in the easements. It is also noted there isn't any capacity for this area.

Chris Jaye – Oak Knolls Litigation

Mr. Watts reported the motion to dismiss hearing scheduled for today has been delayed due to Ms. Jaye amending the complaint.

Clinton Township Capacity Request

This will be discussed in Executive Session.

**New Business**

Operator's Report

Mr. Huntington provided a monthly report. There was a pump failure at Water's Edge. R & R Pump & Control was called to pull the pump and evaluate. Quotes to repair and replace the pump were received by R & R Pump and Shafts and Sleeves. Due to the age of this pump and the cost to repair it, it is recommended to be replaced. Peter Geiger moved and Katrin Glode-Sethna seconded a motion to accept the lower bid of \$8,799.00 as submitted by R & R Pump to replaced pump #1 at the Water's Edge pump station. There being no further discussion, the roll was called.

Resolution #28-2016

Steven Krommenhoek	Yes
Peter Geiger	Yes

Michael McCue	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Yes
John Lazarus	Absent

Vibration issues were reported at the Deer Meadow pump station. Shafts and Sleeves found the discharge bases are not fastened to the pump station floor. The older pump has a failing bearing. A quote of \$15,250.00 was received from Shafts and Sleeves for the emergency repairs and replacement of the pump. Edward Schneider moved and Katrin Glode-Sethna seconded a motion to authorize the emergency repairs and replacement of the pump at the Deer Meadow pump station not to exceed \$15,250.00 as submitted by Shafts and Sleeves. There being no further discussion, the roll was called.

Resolution #29-2016

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

There were several power outages. No problems resulted from it.

(Mr. Huntington left the meeting at 7:31 p.m.)

**Executive Session**

Chairman Krommenhoek requested to enter into Executive Session for the purposes of discussing litigation with the Town of Clinton, other contractual matters and personnel matters. Action may or may not be taken upon entering open session. Edward Schneider moved and Katrin Glode-Sethna seconded a motion to enter into executive session at 7:32 p.m. The motion passed unanimously.

(Mr. Mullay left the meeting at 7:43 p.m.)

**Open Session**

Michael McCue moved and Katrin Glode-Sethna seconded a motion to close the executive session and enter into open session at 8:12 p.m. The motion passed unanimously.

Katrin Glode-Sethna moved and Chairman Krommenhoek seconded a motion to reaffirm its Will Serve letter dated March 15, 2016 to the Township of Clinton for wastewater treatment capacity in the amount of 38,925 gallons per day for the affordable housing development. The time frame within which the Township believed the COAH project would be constructed and capacity utilized was acceptable to the Authority. The Will Serve letter will be contingent upon the Authority and the Township entering into an appropriate Agreement for Wastewater Treatment Capacity for the provision of affordable housing. There being no further discussion, the roll was called.

Resolution #30-2016

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

The 2016 budget has funds allocated for a part-time position. Three candidates were interviewed. Peter Geiger moved and Chairman Krommenhoek seconded the motion to offer the part-time position of Administrative Assistant to Robin Dineen at an hourly rate of \$20.00 at a limit of no more than 28 hours per week. There being no further discussion, the roll was called.

Resolution #31-2016

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

Ms. Paulus reminded everyone the financial disclosure forms are due before April 30, 2016. She will email the required information to everyone.

A discussion took place regarding the purchase of iPads that are in the 2016 budget. This would be beneficial to the members and eliminate the need for mailing meeting packets, therefore saving money. Ms. Paulus will research the cost for the purchase of the iPad and associated accessories.

Vouchers

Michael McCue 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.

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

There being no further business to discuss, Edward Schneider moved and Chairman Krommenhoek seconded a motion to adjourn the meeting at 8:21 p.m. The motion passed unanimously.

ATTEST:

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Meliss Paulus, Administrator

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Steven Krommenhoek, Chairman