

Clinton Township Sewerage Authority
Meeting Minutes—March 4, 2014

Chairman Geiger called the meeting to order at 6:30 p.m. Members present were Michael McCue, Alan Fillebrown, Edward Schneider and John Lazarus (6:43 p.m.). Also present were C. Gregory Watts, Attorney, William Colantano, Auditor, Jim Hill, Acting Collection Systems Operator, and Meliss Paulus, Administrator. Chairman Geiger stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

Minutes

February 6, 2014 – Open and Closed Sessions

A motion was made by Edward Schneider and seconded by Michael McCue to approve the open and closed session minutes of the February 6, 2014 meeting. There being no further discussion, the roll was called.

Peter Geiger	Yes
Michael McCue	Abstain
Alan Fillebrown	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Absent
John Lazarus	Absent

Old Business/Current Business

The Mews

Mr. Watts has not received a response to the agreements that were sent. Mr. Hill noted the road to the pump station is not being plowed. The property management company informed him the Township owns this road. Mr. Joss will be contacted regarding ownership of the road. Mr. Hill also noted there is a dumpster there.

Capacity Requests

There was nothing new to report or discuss.

Capital Budget Plan (inc. Oak Knolls)

There was nothing new to report or discuss.

NHHS

Mr. Hill forwarded the flow data as requested to Mr. Mowrey.

Treatment Cost Analysis

This will be discussed in Executive Session.

Preventative Maintenance Program – BB

There was nothing to report or discuss.

Oak Knolls-Hamden Rd.

The repair has been completed by J. Fletcher Creamer. Mr. Hill reported the flow is back to normal, from 102,000 down to 67,000 gpd. Mr. Hill will schedule the cleaning and videoing of the line as soon as the snow melts. The electrical hook-up was discussed. Mr. Hill will plug the hole where the temporary line was run. The property management company will be contacted regarding the cost of the electric. The additional expenses related to this break and an administrative fee of 20% was discussed. The goal is to have the remaining bills in by the end of March so this can be forwarded to Henkels & McCoy for reimbursement.

New Business

Operator's Report

Mr. Hill provided a report. The comminutor went down at BB 2. Pumping Services discovered a broken coupling between the motor and comminutor. The disk was replaced and upon further investigation the lower seal assembly on the motor is leaking oil. This needs to be replaced. It is recommended BB1 be serviced by Pumping Services as well. Mr. Hill obtained quotes from Pumping Services. Chairman Geiger moved and Edward Schneider seconded a motion to authorize Pumping Services to perform work on the grinders at Beaver Brook #1 & #2 as per the quotes submitted not to exceed \$1,600.00. There being no further discussion, the roll was called.

Resolution #24-2014

Peter Geiger	Yes
Michael McCue	Yes
Alan Fillebrown	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Absent
John Lazarus	Yes

Township of Clinton Will-Serve Letter

Mr. Joss, Clinton Township Administrator submitted a request for an updated "will-serve" letter for sanitary sewage capacity. The original will-serve letter was dated in 2004 and updated in 2007. Mr. Watts noted sufficient information regarding the type of development and location and then an assessment is needed prior to issuing this letter. A reservation agreement was discussed.

Vouchers

Alan Fillebrown moved and Michael McCue 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	Yes
Alan Fillebrown	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Absent
John Lazarus	Yes

Executive Session

Alan Fillebrown moved and Chairman Geiger seconded a motion to enter into Executive Session at 7:00 p.m. for the purpose of discussing contractual and personnel matters. Formal action may or may not to be taken upon entering into open session. The motion passed unanimously.

Open Session

John Lazarus moved and Chairman Geiger seconded a motion to close the executive session and enter into open session at 7:53 p.m. The motion passed unanimously.

The position of Licensed Operator was discussed. An offer of employment was made to Mr. Arthur Liedl. Negotiations have taken place. Alan Fillebrown moved and Edward Schneider seconded a motion to offer a starting salary of \$90,000.00 with an increase to \$100,000.00 upon obtaining a C-2 license from the State of New Jersey. There being no further discussion, the roll was called.

Resolution #25-2014

Peter Geiger	Yes
Michael McCue	Yes
Alan Fillebrown	Yes
Edward Schneider	Yes
Katrin Glode-Sethna	Absent
John Lazarus	Yes

The transition process from the contracted licensed operator to a full-time employee was discussed.

There being no further business to discuss, John Lazarus moved and Edward Schneider seconded a motion to adjourn. The motion passed unanimously to adjourn the meeting at 7:56 p.m.

ATTEST:

Meliss Paulus, Administrator

Peter Geiger, Chairman