

Clinton Township Sewerage Authority
Meeting Minutes—October 2, 2014

Chairman Geiger called the meeting to order at 6:30 p.m. Members present were Michael McCue, Edward Schneider and Katrin Glode-Sethna. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, Jim Huntington, 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

September 4, 2014 – Open Session

A motion was made by Michael McCue and seconded by Edward Schneider to approve the open session minutes of the September 4, 2014 meeting. There being no further discussion, the roll was called.

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

Oath of Office

The oath of office was administered to Steven Krommenhoek by Mr. Watts. Mr. Krommenhoek was appointed to Mr. Fillebrown's term that expires in February 2015. Everyone welcomed Mr. Krommenhoek.

Old Business/Current Business

The Mews

Mr. Huntington suggested an evaluation of the pump station take place prior to the acquisition agreement being accepted. Mr. Watts will try to make contact with the attorney. He will put them on notice of the improvements that are going to be required.

Capacity Requests

Mr. Watts will be sending a reservation agreement for the one unit of capacity requested by Mr. Richard Walko, representative for the estate located at 210 Hamden Road.

Capital Budget Plan (inc. Oak Knolls)

The attorney for Clinton Township has drafted an ordinance which would permit the Authority to rehabilitate the Maple Avenue pump station. Mr. Watts and Mr. Rolak have reviewed the proposed ordinance and have found it to be in proper form. Katrin

Glode-Sethna moved and Chairman Geiger seconded a motion to accept the terms of the proposed ordinance of the Township of Clinton which sets forth terms and conditions for the rehabilitation of the Maple Avenue pump station. There being no further discussion, the roll was called.

Resolution #48-2014

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

Mr. Rolak will be sending DeMaio Electrical Inc. the Notice to Proceed for the Stem pump station. Chairman Geiger asked about federal funds that may be able to be used by the Authority for the rehabilitation of the pump stations. Mr. Rolak noted the use of these funds would not pertain to any of the stations as its purpose is to protect against storm surge as they are not prone to flooding.

NHHS

There was nothing new to report or discuss.

Treatment Cost Analysis

Mr. Richard Phelan, Town of Clinton administrator, sent a letter regarding the partial payment received for 2nd quarter treatment costs. He stated interest will be charged for the unpaid portion as per Resolution #29-2014. Mr. Watts noted this resolution does not apply as we have a service agreement. It is noted the Authority submitted payment at the 2013 rate. The difference was deposited into an escrow account. Mr. Colantano, CTSA Auditor, advised the Authority the funds should be placed in the Attorney Trust Account. Edward Schneider moved and Michael McCue seconded a motion to deposit all treatment costs withheld from the Town of Clinton for payment into the trust fund account of Watts, Tice & Skowronek. There being no further discussion, the roll was called.

Resolution #49-2014

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

Preventative Maintenance Program – BB

Mr. Rolak provided a report on the cleaning and videoing of Phase 2 in Beaver Brook. There are 11 manholes that could not be located. There are 2 manholes with

roots within the manholes themselves and 2 pipe defects. One reach was full of soil. The manhole could not be located. There could be a major break or the manhole was never installed. Efforts should be made to locate the manhole. One service connection was found to have root intrusion at the first joint. It is recommended to budget \$12,000 up to \$25,000 for repairs. Mr. Huntington noted some of this work can be performed under the maintenance fund account. Ms. Rolak suggested the Authority begin the process for the rehabilitation of the DOT pump station due to the Wetlands Permit that was obtained for Oak Knolls. Mr. Huntington will evaluate the DOT station as he feels a full rehabilitation may not be necessary. Edward Schneider moved and Michael McCue seconded a motion to authorize Hatch Mott MacDonald to prepare the necessary specifications for the work to be performed and to solicit proposals. There being no further discussion, the roll was called.

Resolution #50-2014

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

Oak Knolls-Hamden Rd.

Mr. Watts received a settlement offer from Mr. Carlson, attorney for Henkels & McCoy, of \$230,000.00. The Authority found this offer to be unacceptable. Mr. Watts sent a response that only the full payment for the expenses incurred by the Authority would be acceptable. If not received in 14 days, the complaint would be filed against Henkels & McCoy and Transcontinental Gas Pipeline Company.

2015 Budget

A 2015 Budget committee meeting was held and a preliminary budget was prepared. It could not be finalized due to not having the estimated treatment cost from the Town of Clinton for 2015. The 2013 reconciliation and estimated cost were received today. These figures will be forwarded to Mr. Colantano for preparation of the 2015 Budget. The budget will be introduced at the November meeting.

New Business

Operator's Report

Mr. Huntington provided a report. Jacob from NSU, was in the office for ½ day to review what as-builts are available and accuracy evaluation. He took what was available for scanning into the system. The generator at Hamden Road was taken off auto exercise due to air quality requirements. This will be exercised manually. This is the only permitted generator. The valve pit sump pump float was replaced. This has not been functional since 2011. Pump #2 at Deer Meadow had a hole in the volute and needs to be replaced. The existing pump is no longer available. Quotes were received from R & R Pump & Control and Shafts and Sleeves. The replacement of the generator at

NHHS was reviewed. A replacement may cost up to \$10,000. A propane generator may be possible. Mr. Huntington will get proposals. NHHS pump station recently experienced a power outage due to a blown fuse on the street pole. The utility company was notified and the fuse was replaced. NSU also evaluated the pump stations for upgrades to the communication systems and data collection. The sites would be able to be upgraded to an internet ready alarm and data collection system for less than \$4,000 per site. The auto-dialers are becoming obsolete. Mr. Huntington will provide a full report on costs and potential savings. The meter at Beaver Brook 3 has clogged again on September 29th. He is recommending a Parshall Flume and ultrasonic meter and suggests a dialogue be started with the Town of Clinton. Mr. Huntington will draft a letter with this recommendation. Mr. Rolak noted there is a new mag meter available for approximately \$17,000. Ms. Paulus will notify Mr. Paul Klitsch, treatment plant superintendent. Mr. Rolak noted this section is directly connected into the Town. It was also suggested to be billed on water flows or individual connections. An evaluation of costs and expenses will be completed and presented at a future meeting.

Chairman Geiger moved and Edward Schneider seconded a motion to authorize the replacement of the valve pit sump pump float at Water's Edge at a cost of \$675.00 as per the proposal submitted by R & R Pump and Control. There being no further discussion, the roll was called.

Resolution #51-2014

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

Katrin Glode-Sethna moved and Michael McCue seconded a motion to authorize the replacement of Pump #2 at Deer Meadow at a cost of \$8,250.00 as per the proposal submitted by R & R Pump & Control. There being no further discussion, the roll was called.

Resolution #52-2014

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

Ms. Paulus has requested the Authority consider the replacement of the office copier. The current copier is over 10 years old and parts are no longer available for repairs. There is money in the 2014 budget to purchase a new copier. Michael McCue moved and Edward Schneider seconded a motion to authorize the purchase of a Konica Minolta Bizhub 224e copier from Ace Office Solutions under state contract for \$6,551.00. There being no further discussion, the roll was called.

Resolution #53-2014

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

The remaining invoices from Frey Engineering have been reviewed by Edward Schneider, Katrin Glode-Sethna, Meliss Paulus, Jim Hill and Leo Frey. After a thorough review and discussion, there is a balance of \$3,778.38 owed to Frey Engineering. Michael McCue moved and Katrin Glode-Sethna seconded a motion to approve payment in the amount of \$3,778.38 to Frey Engineering. There being no further discussion, the roll was called.

Resolution #54-2014

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

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.

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

Executive Session

Chairman Geiger requested the Authority enter into Executive Session. Katrin Glode-Sethna moved and Chairman Geiger seconded a motion to enter into executive session at 7:51 p.m. for the purposes of discussing contractual matters, possible litigation and personnel matters. Action may or may not be taken upon entering into Open Session. The motion passed unanimously.

Open Session

Upon exiting closed session, motion was made, seconded and unanimously passed to reopen the regular session at 8:08 p.m. After lengthy negotiations with the Town of Clinton regarding treatment cost calculations, no progress has been made. Several meetings have been held with representatives of High Bridge and Union Township. A Joint Prosecution Agreement has been prepared and reviewed. Michael McCue moved and Edward Schneider seconded a motion to authorize litigation against the Town of Clinton by the Authority, High Bridge and Union Township. Litigation will be conducted by attorneys for all three entities with the lead attorney being the attorney for High Bridge Borough. There being no further discussion, the roll was called.

Resolution #55-2014

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

The performance and job duties of the Authority’s administrator, Meliss Paulus was reviewed and discussed. Through her continued efforts, the Authority has realized a savings. Michael McCue moved and Edward Schneider seconded a motion to award Meliss Paulus with a bonus in the amount of \$5,000. There being no further discussion, the roll was called.

Resolution #56-2014

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

There being no further business to discuss, Edward Schneider moved and Michael McCue seconded a motion to adjourn. The motion passed unanimously to adjourn the meeting at 8:10 p.m.

ATTEST:

Meliss Paulus, Administrator

Peter Geiger, Chairman