

Clinton Township Sewerage Authority
Meeting Minutes—September 4, 2014

Chairman Geiger called the meeting to order at 6:30 p.m. Members present were Michael McCue and John Lazarus. Also present were C. Gregory Watts, Attorney, 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

July 24, 2014 – Open Session

A motion was made by John Lazarus and seconded by Michael McCue to approve the open session minutes of the July 24, 2014 meeting. There being no further discussion, the roll was called.

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

Old Business/Current Business

The Mews

There was nothing new to report or discuss.

Capacity Requests

A request for one unit of capacity for 210 Hamden Rd. was received from Mr. Richard Walko, representative for an estate. This home currently is on a septic system. The home has 2 bedrooms. The plan is to add an additional 2 bedrooms and bath. The current septic system's reliability/functionality is questionable since it is 40 years old. The home sits down from the road. There is a force main in front of the property. A pump station will most likely be required. Mr. McCue recommended a reservation agreement be sent. Ms. Paulus will send a letter with this information and an escrow account will need to be established.

Capital Budget Plan (inc. Oak Knolls)

Six bids were received for the rehabilitation of the Stem Pump Station. Mr. Rolak provided a report. Bids ranged from \$552,900.00 to \$712,000.00. The low bid was submitted by DeMaio Electrical Company. Mr. Watts reviewed the bid bond and certificate of surety and they were found to be acceptable. Chairman Geiger moved and John Lazarus seconded the motion to accept the bid of DeMaio Electrical Company, Inc. in the amount of \$552,900.00 for the rehabilitation of the Stem Pump Station. The

Authority's Chairman is authorized to sign the contract with DeMaio Electrical Company, Inc. There being no further discussion, the roll was called.

Resolution #43-2014

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

Mr. Rolak submitted a proposal of \$55,000.00 for engineering construction phase services for the Stem Pump Station rehabilitation Project. Michael McCue moved and John Lazarus seconded a motion to accept Hatch Mott MacDonald's proposal for the engineering construction phase for the Stem Pump Station. There being no further discussion, the roll was called.

Resolution #44-2014

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

NHHS

There has been a problem with the generator. The parts are obsolete. It is best to replace it. Mr. Huntington and his electrician will take a look at it next week and will make a recommendation at the month's meeting.

Treatment Cost Analysis

Chairman Geiger drafted a letter to our ratepayers providing them with an update. A Joint Prosecution agreement needs to be entered into. A meeting with High Bridge and Union Township is scheduled for September 9th.

Preventative Maintenance Program – BB

Mr. Rolak will make recommendations for repairs after reviewing Oswald's video and report.

Oak Knolls-Hamden Rd.

The new pump has been installed and is working fine. Mr. Watts will draft a complaint to be sent to the attorney for Henkels & McCoy.

Mr. McCue suggested moving money from Unity Bank to PNC Operating Account due to the delay in receiving reimbursement from Henkels & McCoy. John Lazarus moved and Chairman Geiger seconded a motion to authorize the transfer of

\$150,000.00 from Unity Bank to the Operating Account at PNC Bank. There being no further discussion, the roll was called.

Resolution #45-2014

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

New Business

Operator's Report

Jim Huntington provided a report for the month of August. EarthCare has cleaned the wet wells at Water's Edge, DOT, Mews, Beaver Brook #1 & #2 and County Road 641. EarthCare has jetted Beaver Brook #3, Westgate area. There wasn't any grease detected when jetting the lines. The meter and piping has been cleaned of the grit and grease and put back online. An open channel metering device is recommended. This is the only gravity line with a mag meter on it that he has ever seen. Ms. Paulus will forward this information to Paul Klitsch, Superintendent at the Clinton Treatment Plant. The valve pit sump pump float at Water's Edge was removed and will be replaced. An asset loading into CMMS has begun. There is a concern regarding the lack of records on the computer. A representative from his company will be coming to the office to review what "as-builts" we have so they can be incorporated into the computer files. The control power alarm relay at Hamden Road was found to be faulty and was replaced. The Hamden Road and DOT pump stations were cleaned up except for the tank. Mr. Huntington has requested to review the equipment that will be used at the Stem Pump Station.

(Mr. Huntington left at 7:12 p.m.)

2015 Budget

The budget needs to be submitted 60 days before the end of the year. Mr. Colantano is planning on returning to work mid-October. Mr. McCue and Mr. Lazarus will be on the budget committee. A meeting will be scheduled in the next couple of weeks.

HMM Budget Increase Request

Mr. Rolak submitted a request to increase his budget allocation for 2014 by an additional \$20,000. The current budget is \$25,000. To date, \$28,628 has been billed. The engineering work related to the Planning Board for the Stem Pump Station is estimated to be about \$16,000 to date. There has been additional engineering regarding the break in the sewer line in Oak Knolls that wasn't anticipated. Chairman Geiger moved and Michael McCue moved to increase its budget line item for engineering services to a total of \$55,000.00 for 2014. There being no further discussion, the roll was called.

Resolution #46-2014

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

Municipal Finance Administration for Purchasing

Ms. Paulus requested approval to attend the Municipal Finance Administration for purchasing class at Rutgers at a cost of \$821.00. Chairman Geiger moved and Michael McCue seconded a motion to approve the expenditure of \$821. for the cost of the Municipal Finance Administration for Purchasing class. There being no further discussion, the roll was called.

Resolution #47-2014

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

Vouchers

Michael McCue moved and Chairman Geiger 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	Absent
Katrin Glode-Sethna	Absent
John Lazarus	Yes

Executive Session

There was no need to enter into executive session.

There being no further business to discuss, John Lazarus moved and Michael McCue seconded a motion to adjourn. The motion passed unanimously to adjourn the meeting at 7:32 p.m.

ATTEST:

Meliss Paulus, Administrator

Peter Geiger, Chairman