

**Clinton Township Sewerage Authority**  
**Meeting Minutes—May 1, 2014**

Chairman Geiger called the meeting to order at 6:31 p.m. Members present were Michael McCue, Alan Fillebrown, Edward Schneider and Katrin Glode-Sethna. Also present were C. Gregory Watts, Attorney, John Rolak, Engineer, Jim Hill, Acting Collection Systems Operator (6:37 p.m.) and Meliss Paulus, Administrator. Chairman Geiger stated that adequate public notice had been provided in accordance with the Open Public Meetings Act.

**Minutes**

April 3, 2014 – Open and Closed Sessions

A motion was made by Michael McCue and seconded by Edward Schneider to approve the open and closed session minutes of the April 3, 2014 meeting. There being no further discussion, the roll was called.

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

**Old Business/Current Business**

The Mews

Mr. Watts met with the attorney. She indicated there isn't a metes and bounds description in the agreement. This could cost up to \$10,000.00. The ball is now in their court.

Capacity Requests

There was nothing new to report or discuss.

Capital Budget Plan (inc. Oak Knolls)

The Stem Pump Station rehab is on the Planning Board's agenda for May 5<sup>th</sup>. Chairman Geiger, Mr. McCue, Mr. Watts and Mr. Rolak will be attending. Mr. Watts expects the Planning Board will find the plans to be consistent with the master plan. They will most likely not give a waiver of the site plan. A use variance may be needed as this is not a permitted use at this location as stated by their attorney. A declaratory judgment action may need to be considered. Mr. Rolak noted in his 35 years, he has never had to go before a planning board for an authority to rehabilitate a pump station.

Mr. Watts received a draft ordinance regarding Maple Avenue pump station. The insurance limits will be reviewed with our risk manager, Doug Borden.

NHHS

There was nothing new to report or discuss.

Treatment Cost Analysis

Chairman Geiger reported the Town of Clinton sent an offer of reducing rent from \$390,000 to \$195,000 for the 2014 sewer budget, the administrator's salary being charged to the sewer utility will be reduced to 40% and the Town will make a \$250,000 payment to the sewer utility over a ten year period. This is unacceptable. Chairman Geiger drafted a counteroffer noting this is the best offer that would be acceptable. CTSA's counteroffer is a direct credit of just over \$305,000 payable to CTSA over a three year period. All board members approved sending the letter.

Preventative Maintenance Program – BB

Mr. Rolak spoke with Oswald Enterprises. They stated it is currently too wet to work in the easements.

Oak Knolls-Hamden Rd.

Mr. Rolak reported EarthCare has revised their invoice and recommends it be processed for payment. Alan Fillebrown moved and Edward Schneider seconded a motion to approve the payment of \$15,297.60, as per the change order, to EarthCare for the cleaning and videoing of the repaired line in the Oak Knolls section. There being no further discussion, the roll was called.

Resolution #29-2014

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

Township of Clinton Will-Serve Letter

There was nothing new to report or discuss.

## New Business

### Operator's Report

Mr. Hill provided a report. He forwarded the concerns of the homeowners and HOA of the Oak Knolls Village to Mr. Rolak that the stakes should be removed. Mr. Rolak will contact Fletcher Creamer to fill and re-seed the area and remove the stakes. The HOA should sign-off when completed to satisfaction. Mr. Rolak will send a letter after Fletcher Creamer completes the restoration. The pump is on order. Both grinders from Beaver Brook #1 & 2 are at Pumping Services for repair. A quote of \$11,304.25 for BB #1 and \$14,384.40 for BB #2 was received to perform the repairs. Maintenance should be performed every 3-5 years. The upgrade was completed in 2010. Michael McCue moved and Katrin Glode-Sethna seconded a motion to authorize the repairs as quoted by Pumping Services. There being no further discussion, the roll was called.

### Resolution #30-2014

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

Mr. McCue asked Mr. Hill if there is a maintenance schedule in place. Mr. Hill noted pumps should be pulled every 2-3 years to be inspected. He noted there isn't a schedule in place at this time. Mr. Rolak stated Mr. Ross previously had a schedule. Mr. Hill will coordinate a schedule with Mr. Rolak. The battery was dead on the Water's Edge generator. R & J Controls is scheduled to service the generators next Monday and Tuesday. The starters at Cramer's Creek and Miller's (Cryan's) need to be replaced. Mr. Hill will obtain quotes. Mr. Rolak recommended replacing them. Mr. Hill left another message for Mr. Yager to run the water. He has not received a response. Mr. Schneider inquired as to the response efforts and the Stohoff invoice received for this job. Mr. Watts suggested a letter be sent to Mr. Yager to advise him of the need to run water to prevent further problems with the pump. Mr. Hill reported the invoice received from the contractor to repair the sewer line at 5 Greenbriar due to an incorrectly marked sewer line should not be paid by either Frey engineering or the Authority since this area was more than ten feet outside of the easement. This should be referred to the HOA. Mr. Rolak noted typically the service laterals are not marked out. The contractor should be responsible for the repair.

Mr. Rolak reported FEMA is looking for close-out documents that will require a signature of an authorized agent. Mr. Rolak was appointed the authorized agent.

Chairman Geiger inquired to the status of the reimbursement request of the repair of the gas line at Oak Knolls. There are a few remaining bills that are needed. Mr. Watts will submit the request as soon as these costs are established.

Ms. Paulus noted the Authority needs to renew the Public Officials Liability Insurance Coverage including personnel policies and procedures. There isn't an

additional cost for this coverage. Alan Fillebrown moved and Michael McCue seconded a motion to authorize the Clinton Township Sewerage Authority to provide legal counsel and indemnify and hold members harmless when they take actions while in their capacity. There being no further discussion, the roll was called.

Resolution #31-2014

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

Chairman Geiger moved and Michael McCue seconded a motion to adopt the personnel policy and procedures. There being no further discussion, the roll was called.

Resolution #32-2014

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

Ms. Paulus received a call from Meurer Development regarding the payment for the remainder of the connection fees for 9 Main Street. They are trying to get a CO for one of the buildings. As per the capacity reservation agreement, the connection fee must be paid in full. They requested to make a partial payment. This request was denied.

Ms. Paulus has received the 1<sup>st</sup> quarter treatment cost bills from the Town of Clinton. This is at the higher rate. It was agreed to make the full payment with a note from Mr. Watts that this is paid under protest.

Vouchers

Alan Fillebrown moved and Edward Schneider 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	Yes
John Lazarus	Absent

**Executive Session**

There was not need to enter into executive session.

There being no further business to discuss, Edward Schneider moved and Katrin Glode-Sethna seconded a motion to adjourn. The motion passed unanimously to adjourn the meeting at 7:41 p.m.

ATTEST:

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Meliss Paulus, Administrator

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Peter Geiger, Chairman