

# Clinton Township Sewerage Authority

## AGENDA

January 3, 2013

### Call to Order

### Statement of Adequate Notice

### Roll Call:

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary

### Approval of Minutes from:

December 13, 2012 - Open Session

### Minutes Received and on File for Review:

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: None
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice:
4. **NJ Utility Authorities JIF:** Meeting Minutes: November 13, 2012  
Agenda: December 19, 2012

### Rate Hearing

### Old Business/Current Business:

1. The Mews
2. Capacity Requests

3. Capital Budget Plan (inc. Oak Knolls)
4. NHHS
5. 9 Main St – Meuer Dev.
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In)
9. Backflow Preventers/Water Meters
10. Block 70, Lot 3-Capacity Request (Shop-Rite)
11. Energy Rates & Providers
12. Request to install fencing Block 82.18, Lot 49.13
- 13.RFP for Operator Services for 2013
- 14.FEMA/Storm Related

Item # 1

**New Business:**

- Operator's Report

**Executive Session**

**Approval of Vouchers:**

1. December Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector's Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#1	<ol style="list-style-type: none"><li>1. Scibal Associates; Re: Monthly Claims Experience</li><li>2. Mr. C. Gregory Watts, Watts, Tice &amp; Skowronek; Re: 2013 Rate Hearing</li><li>3. Capacity Coverage Company of NJ; Re: Automobile ID Cards &amp; WC Posting Notices</li><li>4. Municipal Excess Liability Joint Insurance Fund; Re: MEL Annual Report</li><li>5. Dr. William Marcolini, Clinton Family Eyecare; Re: 186 Center St., Suite 170</li><li>6. Capacity Coverage Company of NJ; Re: 2013 Insurance Program</li></ol>

**ADJOURN**

# Clinton Township Sewerage Authority

## AGENDA

February 4, 2013

### Call to Order

### Statement of Adequate Notice

### Roll Call:

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary

### Approval of Minutes from:

January 3, 2013 – Open and Closed Sessions

### Minutes Received and on File for Review:

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: January 22, 2013, February 4, 2013
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: January 29, 2013
4. **NJ Utility Authorities JIF:** Meeting Minutes: December 19, 2012  
Agenda: January 23, 2013

### Reorganization

#### **Resolutions:**

#### **Elect Authority Positions**

1. Chairman
2. Vice-Chairman
3. Treasurer

4. Secretary

### **Appoint Professional Consultants**

1. Attorney
2. Auditor
3. Engineer
4. Insurance Risk Manager
5. Service Contracts

### **Other Resolutions**

1. Appoint Official Newspapers
2. Authorize Official Depositories
3. Establish Fee for Mailing Individual Notices
4. Establish Meeting Dates & Time
5. Establish Mileage Reimbursement
6. Appoint Public Agency Compliance Officer
7. Appoint Certifying Officer

### **Old Business/Current Business:**

1. The Mews
2. Capacity Requests Item # 1
3. Capital Budget Plan (inc. Oak Knolls)
4. NHHS
5. 9 Main St – Meuer Dev.
6. Treatment Cost Analysis Item # 2
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In) Items #3&4
9. Backflow Preventers/Water Meters
10. Block 70, Lot 3-Capacity Request (Shop-Rite)
11. Energy Rates & Providers Item # 5

- 12. Request to install fencing Block 82.18, Lot 49.13      Items#6-8
- 13.RFP for Operator Services for 2013
- 14.FEMA/Storm Related      Item # 9

**New Business:**

- Operator’s Report      Items #10-12
- Local Authorities Fiscal Control Law      Item # 13
- Public Purchasing Course      Item #14

**Executive Session**

**Approval of Vouchers:**

1. January Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
	1. Scibal Associates; Re: Monthly Claims Experience
	2. NJUA JIF; Re: 2013 Election of Officers
	3. Risk Management Consultant’s Agreement
	4. Mr. C. Gregory Watts, Watts, Tice & Skowronek to Mr. William Gianos, Re: Hisaw Easement
	5. Elizabethtown Gas Newsletter
	6. Mr. William Colantano to Ms. Kathy Olsen, CFO Town of Clinton; Re: 2011 Treatment Costs
	7. Mr. Watts; Re: 2013 Professional Services Agreement
	8. Mr. Watts to Mr. Gianos; Re: Hisaw Easement
	9. Mr. Joseph Reynolds; Re: Block 81, Lot 53
	10. Ms. Paulus to Mr. Michael Wright, Clinton Township Construction Official; Re: 25 Center St
	11. Mr. John Rolak to Hunterdon County OEM; Re: FEMA Request
	12. Mr. William Colantano; Re: 2013 Professional Services Agreement
	13. Mr. Rolak; Re: 2013 Professional Services Agreement

14. Mr. Watts to Mr. Gianos; Re: Hisaw Easement
15. Mr. Watts; Re: Proposed Professional services agreement-Frey Engineering
16. Mr. Watts to Mr. Gianos; Re: Hisaw Easement
17. Mr. Jim Hill, Frey Engineering; Re: Operator's Report 12/28/12-1/18/13
18. Mr. Watts to Mr. Colantano; Re: 2013 Professional services agreement
19. Mr. Watts; Re: Public Notice-February Meeting
20. Municipal Excess Liability; Re: Elected Officials Online Training
21. Mr. Watts; Re: 2013 Rate Hearing
22. Mr. Don Shuman; Re: Zinn Realty Block 74, Lots 18 & 19
23. Mr. Watts; Re: Local Authorities Fiscal Control Law

**ADJOURN**

# Clinton Township Sewerage Authority

## AGENDA

February 28, 2013

### Call to Order

### Statement of Adequate Notice

### Roll Call:

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary

### Approval of Minutes from:

February 4, 2013 – Closed Session

### Minutes Received and on File for Review:

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: February 14, 2013, March 4, 2013, March 5, 2013
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: February 25, 2013
4. **NJ Utility Authorities JIF:** Meeting Minutes:  
Agenda:

### Old Business/Current Business:

1. The Mews Item #1
2. Capacity Requests
3. Capital Budget Plan (inc. Oak Knolls)

- |   |           |
|---|-----------|
| 4. NHHS   |           |
| 5. 9 Main St – Meuer Dev.                             | Item #3   |
| 6. Treatment Cost Analysis                            | Item # 4  |
| 7. Preventative Maintenance Program-BB                | Item # 5  |
| 8. Zinn Realty (The Doctor Is In)                     | Item #3   |
| 9. Backflow Preventers/Water Meters                   |           |
| 10. Request to install fencing Block 82.18, Lot 49.13 | Items#6&7 |
| 11. RFP for Operator Services for 2013                | Item # 8  |
| 12. FEMA/Storm Related                                | Item # 9  |

**New Business:**

- |                       |              |
|-----------------------|--------------|
| • Operator’s Report   | Items #10-13 |
| • Miller’s Tavern PS  | Item # 14    |
| • Diesel Retrofit Law | Item # 15    |

**Executive Session**

**Approval of Vouchers:**

1. February Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#11	1. Scibal Associates; Re: Monthly Claims Experience 2. Mr. James Hill, Frey Engineering; Re: Operator’s Report October 2012-January 2013

- #6 3. Ms. Cathleen Marcelli, Hatch Mott MacDonald to Ms. Lori Matthews, PSE&G; Re: AOP/Municipal Construction
4. Mr. C. Gregory Watts, Watts, Tice & Skowronek to Mr. William Gianos, Re: Hisaw Easement
- #10 5. Mr. Hill; Re: Update on Stations
6. Mr. William Colantano to Ms. Kathy Olsen, CFO Town of Clinton; Re: 2011 Treatment Costs
7. Mr. Watts; Re: Zinn Realty and Meuer Development, LLC
- #7 8. Mr. Watts to Mr. Gianos; Re: Hisaw Easement
- #13 9. NJUA JIF; Re: Loss Control Report
- #14 10. Ms. Christine Cryan; Re: Miller's Tavern PS
- #4 11. Mr. Richard Phelan, Town of Clinton to Mr. William Colantano; Re: CTSA Sewer Fees
- #15 12. State of NJ, DEP; Re: Diesel Retrofit Law
- #12 13. Mr. Hill; Re: Operator's Report February 1-February 15
- #1 14. Mr. Watts to Ms. Karen Bowers, Esq., Morgan Properties; Re: The Mews
- #2 15. Mr. John Rolak, Hatch Mott MacDonald to Mr. Toby Barkman, Barkman Excavating, Inc.; Re: Cost Proposal Oak Knoll
16. Ms. Paulus to:
- Accurate Waste Systems
  - En-Tech Corp.
  - Able Tex
  - National Water Main Cleaning Co.
  - Oswald Enterprises, Inc.
- Re: RFP Beaver Brook Phase II TV Inspection/Cleaning
- #8 17. Mr. Watts; Re: Meeting Notice
- #9 18. Mr. Hill; Re: RFP-Operator Proposal
19. Ms. Courtney Cameron, Borden Perlman; Re: Claim DOL 10/29/12

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
April 4, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary

**Approval of Minutes from:**

February 4, 2013 – Open Session  
February 28, 2013 – Open and Closed Sessions  
March 11, 2013 – Open and Closed Sessions

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-[www.township.clinton.nj.us](http://www.township.clinton.nj.us)  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: March 18, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: None
  
4. **NJ Utility Authorities JIF:** Meeting Minutes: January 23, 2013, February 27, 2013  
Agenda: February 27, 2013, March 27, 2013

**Old Business/Current Business:**

1. The Mews
2. Capacity Requests

3. Capital Budget Plan (inc. Oak Knolls)
4. NHHS
5. 9 Main St – Meuer Dev.
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB Item # 1
8. Zinn Realty (The Doctor Is In)
9. FEMA/Storm Related

**New Business:**

- Operator’s Report Items #2-4

**Executive Session**

**Approval of Vouchers:**

1. March Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
	1. Scibal Associates; Re: Monthly Claims Experience
	2. Mr. C. Gregory Watts, Watts, Tice & Skowronek to Mr. James Hill, Frey Engineering; Re: Operator Professional Services
	3. Mr. Watts; Re: Public Notice
	4. Mr. Steven Morey, CEP, Hatch Mott MacDonald; Re: Flood Hazard Permit Public Notice
	5. Mr. William Colantano to Mr. Richard Phelan, Town of Clinton; Re: CTSA Fees
	6. JIF; Re: Underground Storage Tank Coverage
#4	7. Deegan Roofing; Re: Roof repair estimate for Water’s Edge
#3	8. MSI; Re: Roof repair estimate for Water’s Edge

- #1 9. Mr. William Carver, Oswald Enterprises, Inc.; Re: Cleaning & TV Inspection for BB
- #2 10. Mr. Watts to Mr. Hill; Re: Operator Proposal
- 11. JA Montgomery Risk Control; Re: NJUAJIF Safety Awards
- 12. Ms. Cathleen Marcelli, Hatch Mott MacDonald; Re: Flood Hazard Permit Public Notice
- 13. Mr. Watts to Zinn Realty, LLC; Re: Reservation Agreement
- 14. Mr. Watts to Mr. Walter Wilson; Re: 9 Main St. Reservation Agreement
- FYI 15. Mr. Jim Huntington, Applied Water Management; Re: Proposal for Professional Service Contract-Licensed Operator

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
May 2, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary

**Approval of Minutes from:**

April 4, 2013 – Open Session

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: April 15, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: April 22, 2013
  
4. **NJ Utility Authorities JIF:** Meeting Minutes:  
Agenda: None

**Oath of Office** – Katrin Glode-Sethna

**Old Business/Current Business:**

1. The Mews
2. Capacity Requests
3. Capital Budget Plan (inc. Oak Knolls)
4. NHHS
5. 9 Main St – Meurer Dev.
6. Treatment Cost Analysis Items #1&4
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In) Item #2
9. FEMA/Storm Related

**New Business:**

- Operator’s Report Item #3

**Executive Session**

**Approval of Vouchers:**

1. April Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#2	1. Scibal Associates; Re: Monthly Claims Experience 2. Mr. C. Gregory Watts, Watts, Tice & Skowronek to Mr. Christopher Wohlleb, Hatch Mott MacDonald; Re: Stem Pump Station 3. Mr. Watts to Zinn Realty, LLC; Re: Block 74, Lots 18 & 19

- #1 4. Mr. Watts to Mr. William Colantano; Re: CTSA-Audit
- 5. Mr. Richard Cushing, Gebhardt & Kiefer to Mr. Watts; Re: TOC & CTSA
- #3 6. Mr. William Carver, Oswald Enterprises, Inc.; Re: Jet-Vac Cleaning & Grease Cutting – Center St.
- #4 7. Mr. Watts to Mr. Cushing; Re: Treatment Costs

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
June 6, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

**Approval of Minutes from:**

May 2, 2013 – Open Session

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: May 6, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: May 28, 2013
  
4. **NJ Utility Authorities JIF:** Meeting Minutes: March 27, 2013  
Agenda: April 24, 2013

**Old Business/Current Business:**

1. The Mews
  
2. Capacity Requests

3. Capital Budget Plan
4. NHHS
5. 9 Main St – Meuer Dev. Item # 1
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In) Item # 2
9. 43 Center St. Item # 3
10. Emergency Contractors Items #4-6

**New Business:**

- Operator’s Report Item # 7
- 2012 Audit

**Executive Session**

**Approval of Vouchers:**

1. June Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#4	1. Scibal Associates; Re: Monthly Claims Experience 2. R & R Pump & Control Services, LLC; Re: 2013 Emergency Service Rates
#5	3. Pumping Services; Re: 2013 Emergency Service Rates
#6	4. Toby Barkman Excavating; Re: 2013 Emergency Service Rates 5. Frey Engineering; Re: Financial Disclosure Statement
#3	6. Ms. Amanda Wise; Re: 43 Center St.

- #2 7. Mr. John Rolak, Hatch Mott MacDonald; Re: Zinn Realty
- #1 8. Mr. Rolak; Re: 9 Main St. TWA
- 9. Mr. C. Gregory Watts, Watts, Tice & Skowronek; Re: Financial Disclosure Statement
- #7 10. Mr. Anthony Maglio, Maglio Electric; Re: DOT additional 240/120 Volt Power
- . 11. Mr. William Colantano; Re: 2012 Audit

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
July 2, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

**Approval of Minutes from:**

June 6, 2013 – Open Session

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: June 17, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: June 24, 2013
  
4. **NJ Utility Authorities JIF:** Meeting Minutes: None  
Agenda: None

**Old Business/Current Business:**

1. The Mews
  
2. Capacity Requests

3. Capital Budget Plan
4. NHHS
5. 9 Main St – Meuer Dev.
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In)

**New Business:**

- Operator’s Report

**Executive Session**

**Approval of Vouchers:**

1. July Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#1	* <ol style="list-style-type: none"> <li>1. Town of Clinton; Re: Annual Water Quality report</li> <li>2. Mr. Chris Pickell, Pickell Architecture, LLC; Re: Zinn realty</li> <li>4. Mr. John Rolak, Hatch Mott MacDonald; Re: 2013 Professional Services Agreement Request for Modifications</li> <li>5. Mr. C. Gregory Watts, Watts, Tice &amp; Skowronek; Re: Meeting notice</li> </ol>

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
September 5, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

**Approval of Minutes from:**

July 2, 2013 – Open Session

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: 2013-07, 2013-08, 2013-09, 2013-11,  
Agenda: On-line  
Notice: August 19, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: 2013-03, 2013-04, 2013-05, 2013-06  
Notice: July 22, 2013, August 26, 2013
  
4. **NJ Utility Authorities JIF:** Meeting Minutes: None  
Agenda: None

**Old Business/Current Business:**

1. The Mews
  
2. Capacity Requests

3. Capital Budget Plan
4. NHHS
5. 9 Main St – Meurer Dev. Item #1
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In) Items #2-3
9. Oak Knolls-Hamden Rd. Items #4-7

**New Business:**

- Operator’s Report Item #8
- 2014 Budget

**Executive Session**

**Approval of Vouchers:**

1. August and September Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
#4	<ol style="list-style-type: none"> <li>1. Mr. C. Gregory Watts, Watts, Tice &amp; Skowronek; Re: Meeting – Public Notice</li> <li>2. NJUA JIF; Re: Safety Expo 2013</li> <li>3. Mr. Thomas Aufferorde, EcolSciences, Inc.; Re: Block 31, Lot 1</li> <li>4. Ms. Paulus to Zinn Realty; Re: Escrow Account</li> <li>5. Mr. Michael Faul, Walder, Hayden &amp; Brogan; Re: Risk Management</li> <li>6. Mr. Jim Hill, Frey Engineering; Re: June Report to Town of Clinton</li> <li>7. Mr. Bruce Callen; Re: 45 Country Club Drive</li> <li>8. Mr. John Rolak, Hatch Mott MacDonald; Re: 45 Country Club Drive</li> </ol>

- #5 9. Mr. Watts to Mr. Callen; Re: 45 Country Club Drive
- 10. Mr. Hill; Re: Hamden Rd. Pump Station
- 11. Mr. Gregory VandeRydt, Finelli Consulting Engineers, Inc.; Re: Block 70, Lot 2-1708 Route 31
- #1 12. Mr. James Pontoriero, NJDEP; Re: TWA-9 Main St. Village Green
- #6 13. Mr. Jim Hill to Mr. Paul Klitsch, Town of Clinton; Re: July Operator's Report
- #8 14. Mr. Jim Hill; Re: Operator's Report July 1-August 6, 2013
- 15. Mr. John Rolak to Mr. Casuscelli, Galleria Construction, Inc.; Re: Block 81, Lot 53
- #2 16. Mr. Watts; Re: Zinn Realty
- #3 17. Mr. Rolak; Re: Zinn Realty
- 18. Ms. Paulus to Mr. Michael Wright, Township of Clinton; Re: Block 78, Lot 1
- #7 19. Mr. Rolak to Mr. Stephen O'Hara, Williams Gas Pipe Line (Transco)
- 20. Ms. Soo Kwon; Re: 14 Highland Circle

**ADJOURN**

# Clinton Township Sewerage Authority

## AGENDA

October 3, 2013

### Call to Order

### Statement of Adequate Notice

### Roll Call:

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

### Approval of Minutes from:

September 5, 2013 – Open and Closed Sessions

### Minutes Received and on File for Review:

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: September 16, 2013
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: None
4. **NJ Utility Authorities JIF:** Meeting Minutes: August 28, 2013  
Agenda: September 25, 2013

### Old Business/Current Business:

1. The Mews
2. Capacity Requests

3. Capital Budget Plan
4. NHHS
5. 9 Main St – Meuer Dev.
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Zinn Realty (The Doctor Is In)
9. Oak Knolls-Hamden Rd.
- 10.2014 Budget

**New Business:**

- Operator’s Report Item # 1
- League of Municipalities

**Executive Session**

**Approval of Vouchers:**

1. Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
	1. Mr. C. Gregory Watts, Watts, Tice & Skowronek; Re: Meeting – Public Notice
	2. Clinton Agricultural Associates, LLC; Re: Public Notice-Hunterdon County Agricultural Development Board
	3. Mr. John Rolak, Hatch Mott MacDonald; Re: Stem Pump Station
	4. NJ Utility Authority Joint Insurance Fund; Re: 2013 Safety Expos
	5. Aetna; Re: Open Enrollment

6. Mr. James Hill, Frey Engineering; Re: 1 & 3 Grayrock Rd.
7. Mr. C. Gregory Watts to Zinn Realty; Re: 1 & 3 Grayrock Rd.

**ADJOURN**

**Clinton Township Sewerage Authority**  
AGENDA  
November 7, 2013

**Call to Order**

**Statement of Adequate Notice**

**Roll Call:**

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

**Approval of Minutes from:**

October 3, 2013 – Open Session

**Minutes Received and on File for Review:**

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
  
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: October 7, 2013, October 28, 2013, November 4, 2013
  
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: October 7, 2013
  
4. **NJ Utility Authorities JIF:** Meeting Minutes: None  
Agenda: None

**Old Business/Current Business:**

1. The Mews
2. Capacity Requests

- |  |                |
|--|----------------|
| 3. Capital Budget Plan                 | Items #1 & 2   |
| 4. NHHS                                |                |
| 5. 9 Main St – Meurer Dev.             |                |
| 6. Treatment Cost Analysis             | Items # 3 - 5  |
| 7. Preventative Maintenance Program-BB | Items # 6 & 7  |
| 8. Oak Knolls-Hamden Rd.               | Items # 8 - 14 |
| 9. 2014 Budget                         |                |

**New Business:**

- Operator’s Report Items # 15 - 18

**Executive Session**

**Approval of Vouchers:**

1. Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
	1. Mr. John Campanile, Stanford Risk Management Services, Inc.; Re: Risk management
#8	2. Mr. Jim Hill; Re: Operator report for Sept 3-Oct 2
	3. Mr. Scott McMackin, Cowan Associates, Inc. to Mr. Christopher Carlson, Esq., The Chartwell Law Offices, LLP; Re: Clinton Twp v. Henkels & McCoy
#6	* 4. Mr. John Rolak, Hatch Mott MacDonald to D&V Construction, J. Cronce Septic & Excavating, & Toby Barkman Excavating, Inc; Re: RFP broken pipe in BB-Inverrary Place
#9	5. Mr. C. Gregory Watts, Watts, Tice & Skowronek to Mr. Stephen O’Hara, Williams Gas Pipe Line; Re: Oak Knoll

- #3 6. Mr. Watts to Mr. Richard Cushing, Gebhardt & Kiefer; Re: TOC Treatment Costs
- #4 7. Mr. Cushing to Mr. Watts; Re: TOC Treatment Costs
- #5 8. Mr. Watts to Mr. Cushing; Re: TOC Treatment Costs
- #1 9. Mr. Watts to Mr. Bruce Connell; Re: Sanitary Sewer Easement
- #10 10. Mr. Watts to Mr. Carlson; Re: Transco
- #2 11. Mr. Watts to Mr. Rolak; Re: Stem PS easement
- #11 12. Mr. Rolak; Re: Henkels & McCoy – Transco
- #12 13. Mr. James Hill, Frey Engineering to Mr. Watts; Re: Cowan Associates – Transco
- #13 14. Mr. Watts to Mr. Carlson; Re: Henkels & McCoy – Transco
- #16 15. Metz Electric; Re: Quote
- #17 16. KP Electric; Re: Quote
- #18 17. R & J Controls; Re: Quote
- #14 18. Pumping Services, Inc.; Re: Quote
- #15 19. Russell Reid; Re: Grease Trap – MacDonald's
- #7 20. Toby Barkman; Re; Proposal
- FYI 21. Elizabethtown Gas; Re: Gas availability at PS
- FYI 22. MEL JIF; Re: Insurance renewal comparison report for 2014

**ADJOURN**

# Clinton Township Sewerage Authority

## AGENDA

December 5, 2013

### Call to Order

### Statement of Adequate Notice

### Roll Call:

Peter Geiger, Chairman  
Michael McCue, Vice-Chairman  
Alan Fillebrown, Treasurer  
Edward Schneider, Secretary  
Katrin Glode-Sethna

### Approval of Minutes from:

November 7, 2013 – Open and Closed Sessions

### Minutes Received and on File for Review:

1. **Clinton Township Council:** Meeting Minutes: On-line-www.township.clinton.nj.us  
Resolutions: On-line  
Notice: None
2. **Planning Board:** Meeting Minutes: On-line  
Resolutions: None  
Agenda: On-line  
Notice: November 18, 2013, December 2, 2013
3. **Board of Adjustment:** Meeting Minutes: On-line  
Resolutions: None  
Notice: November 25, 2013
4. **NJ Utility Authorities JIF:** Meeting Minutes: October 23, 2013  
Agenda: November 19, 2013

### Old Business/Current Business:

1. The Mews
2. Capacity Requests

3. Capital Budget Plan
4. NHHS
5. 9 Main St – Meurer Dev.
6. Treatment Cost Analysis
7. Preventative Maintenance Program-BB
8. Oak Knolls-Hamden Rd. Items # 1 & 2
9. 2014 Budget

**New Business:**

- Operator’s Report

**Executive Session**

**Approval of Vouchers:**

1. Control Registers
2. Payroll Vouchers
3. Escrow Vouchers
4. Collector’s Report

**Correspondence Received and on File for Review:**

<u>Attached</u>	<u>Action Required</u>
	1. NJ Utility Authorities Joint Insurance Fund; Re: 2014 Proposed Budget
	2. Mr. Jim Hill; Re: Operator report for Oct. 3 – Nov. 4th
	3. Mr. John Rolak, Hatch Mott MacDonald; Re: Henkels & McCoy
	4. Mr. Rolak to Mr. C. Gregory Watts, Watts, Tice & Skowronek; Re: CCTV Contract
#1	5. Mr. Watts to Mr. Christopher Carlson, Esq., The Chartwell Law Offices, LLP; Re: Henkels & McCoy
#2	6. Mr. Rolak; Re: Oak Knolls-Transco-Henkels & McCoy

**ADJOURN**