

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
February 21, 2012

The meeting was called to order by the Chairman, Ronald Marino, at 6:00 p.m. in the Conference Room of the Authority located at 954 Farnsworth Avenue, Bordentown, New Jersey.

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner:

- a. posting written notice on the Official Bulletin Boards of the City of Bordentown, Township of Bordentown and Bordentown Sewerage Authority on February 25, 2011,
- b. by mailing written notice to THE TIMES, REGISTER-NEWS and BURLINGTON COUNTY TIMES on February 25, 2011; and
- c. filing written notice with the Clerks of the City of Bordentown and Township of Bordentown and mailing written notice to all persons who requested and paid for same on February 25, 2011.

The following persons were in attendance: Ronald L. Marino, James E. Lynch, Zigmont Targonski, Nancy A Liberman, and Stephen Monson. Also in attendance were: Richard D. Eustace, Judith W. Klim, Edward Kondracki, and Richard Czekanski. Joseph R. Malone III was absent.

REORGANIZATION

On motion by Targonski, seconded by Liberman, it was moved to nominate the 2011 slate of officers for 2012.

On motion by Monson, seconded by Liberman, it was moved to close nominations for the slate of officers.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

On motion by Liberman, seconded by Targonski, it was moved to cast one unanimous ballot for the slate of officers as nominated.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

The members established the meeting dates for the next year. On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2012-008, designating meeting dates and time:

Monday, March 19, 2012	6:00 p.m.
Monday, April 16, 2012	6:00 p.m.
Monday, May 21, 2012	6:00 p.m.
Monday, June 18, 2012	6:00 p.m.
Monday, July 16, 2012	6:00 p.m.
Monday, August 20, 2012	6:00 p.m.
Monday, September 17, 2012	6:00 p.m.
Monday, October 15, 2012	6:00 p.m.
Monday, November 19, 2012	6:00 p.m.
Monday, December 17, 2012	6:00 p.m.
Tuesday, January 22, 2013	6:00 p.m.
Tuesday, February 19, 2013	6:00 p.m. (Reorganization)
Monday, March 18, 2013	6:00 p.m.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

On motion by Liberman, seconded by Lynch, it was moved to adopt Resolution 2012-009 A-H, designating signatories for the Authority's bank accounts at Roma Bank.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch, Monson
Nays: None
Abstained: None
Absent: Malone

12-007

On motion by Targonski, seconded by Monson, it was moved to adopt the latest edition of Robert's Rules of Order as the parliamentary guide of the Authority.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch, Monson
Nays: None
Abstained: None
Absent: Malone

On motion by Targonski, seconded by Liberman, it was moved to continue with the Authority's rules and regulations as previously adopted.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch, Monson
Nays: None
Abstained: None
Absent: Malone

On motion by Lynch, seconded by Liberman, it was moved to approve the minutes of the January 17, 2012 regular and executive sessions as submitted.

Recorded vote:

Ayes: Marino, Lynch, Targonski, Liberman, Malone, Monson
Nays: None
Abstained: None
Absent: None

On motion by Monson, seconded by Liberman, it was moved to adopt Resolution 2012-010, approving the February payment of bills from the Operating Fund in the amount of \$460,010.20, of which \$188,875.81 is a payroll transfer and \$51,570.12 is a capital expense.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch, Monson

Nays: None
Abstained: None
Absent: Malone

12-008

On motion by Lynch, seconded by Monson, it was moved to adopt Resolution 2012-011, approving the payment of February bills from the Escrow Fund in the amount of \$1,140.25.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch, Monson
Nays: None
Abstained: None
Absent: Malone

AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. APPOINTMENT OF PROFESSIONALS

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2012-012, approving Contract 2012-C5, appointing John J. Maley, Jr. as auditor for the Authority for the one year period commencing on March 1, 2012.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch
Nays: Monson
Abstained: None
Absent: Malone

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2012-013, approving Contract 2012-C6, appointing the Law Office of Edward A. Kondracki, L.L.C. as counsel for the Authority for the one year period commencing on March 1, 2012.

Recorded vote:

Ayes: Marino, Targonski, Liberman, Lynch
Nays: Monson
Abstained: None
Absent: Malone

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution

2012-014, approving Contract 2012-C7, appointing Remington, Vernick & Arengo as engineering consultant for the Authority for a period of one year commencing on March 1, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch
Nays:	Monson
Abstained:	None
Absent:	Malone

12-009

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2012-015, approving Contract 2012-C8, appointing Capehart & Scatchhard, P.A. as bond counsel for the Authority for a period of one year commencing on March 1, 2012.

Recorded vote:

Recorded vote:	
Ayes:	Marino, Targonski, Liberman, Lynch
Nays:	Monson
Abstained:	None
Absent:	Malone

B RISK MANAGEMENT AND INSURANCE CONSULTANT

After discussion by the Board, motion was made by Monson, seconded by Targonski, to adopt Resolution 2012-016, approving Contract 2012-C9 for Extraordinary, Unspecifiable Services of EJA/Capacity Insurance Agency, LLC as risk management and insurance consultant for the Authority for a period of one year commencing on March 1, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

C. DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2012-017, approving Contract 2012-C10 for Extraordinary, Unspecifiable Services of Interstate Mobile Care, Inc. for driver substance abuse and alcohol misuse testing for the

Authority for a period of one year commencing on March 1, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

12-010

D. FINANCIAL ADVISOR

On motion by Lynch, seconded by Liberman, it was moved to adopt Resolution 2012-018, approving Contract 2012-C11 for Extraordinary, Unspecifiable Services of Acacia Financial Group, Inc. as financial advisor for the Authority for a period of one year commencing on March 1, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch
Nays:	Monson
Abstained:	None
Absent:	Malone

E. ANTI-HARASSMENT POLICY

On motion by Lynch, seconded by Monson, it was moved to adopt Resolution 2012-019, approving the re-adoption of the Authority's Anti-Harassment Policy.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

F. RESOLUTION 2012-020

On motion by Lynch, seconded by Liberman, it was moved to adopt Resolution

2012-020, signifying intent to award the contract for the Black's Creek Wastewater Treatment Plant Energy Audit Improvements to Eagle Construction Services, Inc. for the bid amount of \$1,798,514.00 pending NJEIT financing.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

12-011

G. DUBLIN SQUARE

On motion by Lynch, seconded by Targonski, it was moved to approve the retainer fee for Benchmark Resolution Services, LLC, in the amount of \$2,500.00 for mediation services between the Authority and the Dublin Group on May 2, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

H. RESOLUTION 2012-021

On motion by Monson, seconded by Liberman, it was moved to adopt Resolution 2012-021, authorizing an emergency gravity main repair in the area of 294 Cherry Lane in Bordentown Township in the amount of \$2,989.00

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

I. RESOLUTION 2012-022

On motion by Targonski, seconded by Monson, it was moved to adopt Resolution 2012-022, authorizing the award of contract to Genserve, Inc. for generator preventative maintenance, in the amount of \$12,385.00, for the period of one year commencing March 1, 2012.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

12-012

PROFESSIONAL REPORTS

A. EXECUTIVE DIRECTOR

Mr. Eustace reported that a roller on #1 Press has broken. The roller will need to be replaced at a cost of approximately \$ 4,000.00. Mr. Eustace will solicit quotes for this part. Mr. Eustace informed the Board that the Team Campus S-4 application submitted on February 14th contained errors with respect to the project details. The developer was advised of and sent a new S-4 application for projects under a deferred connection agreement. To date, we have not received the revised/corrected S-4 application. Mr. Eustace reported that he discussed the formation of a Shared Services Commission with Township. Lastly, Mr. Eustace advised the Board that he received a letter from the Bordentown Waterfront project requesting to enter into a Deferred Connection Agreement; and that he would be meeting with the developer and his engineer, on Friday Feb 24th, to discuss their latest review letter

.B. GENERAL COUNSEL

Mr. Kondracki reported on the month's activities.

C. ENGINEER

Mr. Czekanski discussed the contract between the Authority and Eagle Construction Services, Inc. for repairs to Cortland Street. Mr. Czekanski requested the Board's approval to extend the current contract to February 24, 2012. The Engineer's Report is attached.

RESOLUTION 2012-024

On motion by Liberman, seconded by Targonski, it was moved to approve a zero dollar change order extending the Eagle Construction Services, Inc contract through February 24, 2012 in order to complete repairs to Cortland Street.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

12-013

PUBLIC PARTICATION:

Mr Jim Cann attended the meeting to discuss the Authority's connection fee rate and Authority policy.

On motion by Monson, seconded by Lynch, it was moved to adopt Resolution 2012-023, to meet in Executive Session for attorney-client discussion and personnel issues.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
Nays:	None
Abstained:	None
Absent:	Malone

On motion by Targonksi, seconded by Liberman, it was moved to reconvene in Regular Session.

Recorded vote:

Ayes:	Marino, Targonski, Liberman, Lynch, Monson
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Nays:	None
Abstained:	None
Absent:	Malone

On motion by Targonski, seconded by Monson, it was moved to adjourn the meeting at approximately 8:50 p.m.

Respectfully submitted,

APPROVED ON:

March 19, 2012

Nancy A. Liberman, Secretary

12-014