

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
June 17, 2013

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 26, 2013,
- b. by mailing written notice to THE TIMES, REGISTER-NEWS and BURLINGTON COUNTY TIMES on February 26, 2013; 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 26, 2013.

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

Rate Hearing

Chairman Marino turned this portion of the meeting over to Mr. Coleman to conduct the rate hearing.

A verbatim transcript of the rate hearing is attached to these minutes.

On motion by Malone, seconded by Lynch, the Rate Hearing discussion was closed to the public at 6:15 p.m.

Recorded vote:

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

Prior to the motion to adopt Resolution 2013-036, there Mr. Monson questioned the relationship of the proposed connection fee for access to the sanitary sewer system to the sewer service charge paid by rate payers each quarter. The relationship was clarified.

On motion by Lynch, seconded by Malone, it was moved to adopt Resolution 2013-036, approving the 2013 Connection Fee rate, effective June 18, 2013, and all other rates as presented at the rate hearing.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to approve the minutes of the April 15, 2013 regular session as submitted.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2013-037, approving the May and June payment of bills from the Operating Fund in the amount of \$ 478,772.47, of which \$171545.34 is a payroll transfer and \$126,556.33 is a capital expense.

Recorded vote:

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

On motion by Liberman, seconded by Lynch, it was moved to adopt Resolution 2013-038, approving the payment of May and June bills from the Escrow Fund in the amount of \$18,363.74.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2013-039, approving the refunds, credits and/or cancellations of customer accounts in the amount of \$249.94.

Recorded vote:

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

On motion by Liberman, seconded by Malone, it was moved to adopt Resolution 2013-032, approving the payment of April bills from the Escrow Fund in the amount of \$2,932.25.

Recorded vote:

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

AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. OPEN SEWER CONNECTION ACCOUNTS

On motion by Lynch, seconded by Liberman, S-4 applications of D.R. Horton were approved for the connection of five (5) single family homes at Block 58, Lots 35.38, 35.34, 35.36, 35.32 and 35.30; and located at 503, 504, 508 Quartermoon Court and 324, 328 Crescent Drive, respectively. All fees have been paid.

Recorded vote:

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

On motion by Lynch, seconded by Liberman, S-4 application of K. Johnson Urban Renewal, LLC/Team Campus for the connection of Building F, Block 57, Lot 6. Fee paid as defined by the Deferred Connection Agreement, specifically, 40% down payment in the amount of \$44,554.00.

Recorded vote:

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

On motion by Lynch, seconded by Liberman, S-4 application of Rivergate Urban Renewal, LLC for the connection of Phase 1A, Buildings 2 and 3, Block 140, Lot 5.01. Fee paid as defined by the Deferred Connection Agreement, specifically, 40% down payment in the amount of \$206,487.20.

Recorded vote:

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

B FISCAL YEAR 2013 OPERATING BUDGET

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2013-040 amending the Authority's FY 2013 Operating Budget, respectively, adjusting shortages and overages within budget line items with no change to overall budget amount.

Roll Call Vote: Aye Nay Abstain Absent

Ronald L. Marino	x
James E. Lynch, Jr.	x
Nancy A. Liberman	x
Zigmont F. Targonski	x
Joseph R. Malone, III	x
Stephen Monson	x

C. DISPOSAL AND RECYCLING OF OLD PHONE SYSTEM

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2013-041, approving the return and recycling of old phone system to KDI, Inc.

Recorded vote:

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

D. RESOLUTION 2013-042

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2013-042, awarding emergency contract to RTW Construction, Inc., in the amount of \$3,000.00 to supply labor and equipment to excavate and install BSA supplied repair band to Rising Sun force main at 402 Rising Sun Road on April 22, 2013.

Recorded vote:

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

E. RESOLUTION 2013-043

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2013-043, awarding contract to Hainesport Auto & Truck Center in the amount of \$3,128.80, for a new/remanufactured transmission including towing, labor, parts, fluid, installation, and 3 year warranty for 2005 Chevrolet Blazer.

Recorded vote:

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

F. RESOLUTION 2013-044

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2013-044, awarding contract to Precision Air, Inc., in the amount of \$12,141.37, for replacement of the laboratory and break room air conditioner condensing units and evaporating coils.

Recorded vote:

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

PROFESSIONAL REPORTS

A. EXECUTIVE DIRECTOR

Mr. Eustace reported briefly on the month's activities. Mr. Eustace's report is attached.

B. GENERAL COUNSEL

Mr. Coleman reported on the month's activities in include meeting with Mr. Eustace regarding the Authority's requirements for a TWA and the current rate schedules.

C. ENGINEER

Mr. Czekanski reported briefly on the month's activities. His report is attached. As a result of Mr. Czekanski's report the following motions were passed.

ENERGY REDUCTION IMPROVEMENTS

On motion by Malone, seconded by Lynch, it was moved to approve the increase to the current contract duration to 446 days or prior to August 21, 2013 due to delivery schedule of all pumps and piping required to complete the project.

Recorded vote:

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

On motion by Malone, seconded by Lynch, it was moved to approve change order totaling \$12,157.64 for replacement work on three additional pumps (\$1,803.51), addition of seal flushing system to sludge holding tank mixing tank pump(\$5,718.84) and addition of surge suppression systems to protect electronic equipment at new MCC and sludge holding tanks(\$4,635.29).

Recorded vote:

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

AMMONIA FEE SYSTEM

On motion by Malone, seconded by Lynch, it was moved to approve increase to the interim deadline of 120 days to match the "all contracts complete" deadline.

Recorded vote:

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

On motion by Malone, seconded by Lynch, it was moved to approve change order totaling \$4,525.00 for building permits to Bordentown Township, cost to break up and remove unforeseen buried concrete slab found at the site, and the requirement for two additional test pits beyond the contract amount of four due to unforeseen buried concrete slab.

Recorded vote:

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

PUBLIC PARTICATION:

Mr. Steve Benowitz and Mr. John Moynihan from Bordentown Township attended the meeting.

On behalf of the Board, Mr. Malone thanked Mr. Kondracki, Esq. for his many years of service to the Authority. The entire Board, individually, expressed their thanks and appreciation to Mr. Kondracki and wished him well on his retirement.

On motion by Malone, seconded by Liberman, it was moved to adopt Resolution 2013-045, to meet in Executive Session for attorney-client discussion and personnel issues.

Recorded vote:

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

On motion by Targonski, seconded by Lynch, it was moved to reconvene in Regular Session.

Recorded vote:

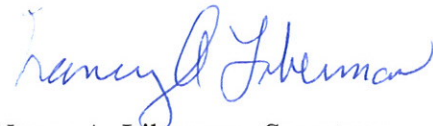
Ayes:	Marino, Targonski, Liberman, Lynch, Malone, Monson
Nays:	None
Abstained:	None
Absent:	None

On motion by Lynch, seconded by Targonski, it was moved to adjourn the meeting at approximately 7:45 p.m.

Respectfully submitted,

APPROVED ON:

July 15, 2013



Nancy A. Liberman, Secretary

13-027

Executive Director's Report

June 17, 2013

Mr. Eustace reported that the 38 Oliver Street sewer lateral installation was complete. The emergency generators were inspected by the County and passed. Mr. Eustace further reported that the Authority received a score of 99 out of a 100 during a safety inspection by the Joint Insurance Fund. Mr. Eustace informed the Board that work on the replacement of incoming electrical conduit at Sylvan Glen Pump station was completed as well as work to correct a dip surrounding a manhole on Cedar Hill Road.

Mr. Eustace noted that the Authority will be recoating the receiving manhole from Crystal Lake pump station at no cost to the Authority

Mr. Eustace also noted that a new employee, John Krauszer, began his employment with the Authority on May 20, 2013.

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT
FOR JUNE 2013 MEETING
PREPARED BY REMINGTON VERNICK & ARANGO (RV&A) ENGINEERS**

PLANT TOPICS

- **Energy Reduction Improvements:** The project includes bar screen replacement, variable frequency drives on the oxygenation tank motors, replacement of the utility water system pumps/motors/vfd's, a new mixing system for the sludge holding tanks and addition of a secondary sludge conveyor in the sludge dewatering building. Proposed project duration is as follows:

Notice to Proceed Date: June 1, 2012

Contract Duration: 370 Calendar Days

Contract Completion Date: Prior to June 6, 2013

Board Action Required

▶ ***Increase contract duration to 446 days or prior to August 21, 2013; Due to delivery of all pumps and piping required to complete the last major work on the project which is the sludge holding tank mixing system.***

▶ ***Approve change orders totally \$12,157.64 for:***

- ***Additional piping and pump support work for replacement of 3 polymer pumps (\$1,803.51).***
- ***Addition of seal flushing system to sludge holding tank mixing tank pumps due to the switch in pump types during construction from horizontal to vertical pumps (\$5,718.84).***
- ***Addition of surge suppression systems to protect electronic equipment at new MCC and sludge holding tanks (\$4,635.29).***

- **Ammonia Feed System:** Based on a March 27, 2013 notice to proceed date the proposed project duration is as follows:

- **Ninety (90) Calendar Days – Interim Deadline;** All work complete except work for Specification Section 13610 Ammonia Monitoring System. Based on this all interim work must be completed prior to June 25, 2013.

- **One Hundred Twenty Days (120) Calendar Days for all work complete.** Based on this duration the entire project must be completed before July 25, 2013.

Board Action Required:

- ▶ ***Increase the interim deadline to one hundred twenty days to match the “all contracts complete” deadline. Not all equipment is yet to be approved and delivered and an unknown slab was encountered in front of the existing pump station structure which slowed the work progress. Work is progressing.***

- ▶ ***Approve utilization of allowance and approve change orders totally \$4,525.00 for:***
 - ***The allowance amount of \$5,000.00 has been exceeded. The Building permits to Bordentown Township cost \$1,490.00. There was a cost amount for unforeseen field conditions to break up and remove a buried concrete slab in front of the building in the amount of \$4,025.00 submitted by the Contractor. This overran the allowance amount by \$515.00.***

 - ***There was a need for 2 additional test pits beyond the contract amount of 4 at a bid price of \$500.00 due to the aforementioned concrete slab.***

DEVELOPMENT TOPICS:

- **Bordentown Waterfront Community:** Work was originally scheduled to commence in the center of the site with the installation of sanitary sewer in the area of the new intersection for Burlington Road. Due to the wet conditions in the next two weeks the contractor will commence on the northern, apartment, privately owned section.

- **Team Campus:** There is some testing work that must be completed before a certificate of occupancy can be recommended by the Authority for both the Saint Francis and Bank buildings. In addition, all deferred connection fee payments have not been submitted.

- **295 Interchange Warehouse on Rising Sun Road:** Our office is preparing a report which summarizes proposed costs for an extension of the Rising Sun Road pump station force main to the wastewater treatment plant. These costs would have an effect as to how quickly the project moves forward.

End of Report
Prepared by Richard B. Czekanski, PE, BCEE, CME