

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
February 18, 2014

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 Bordentown Sewerage Authority on February 24, 2013,
- b. by mailing written notice to THE TIMES, REGISTER-NEWS and BURLINGTON COUNTY TIMES on February 24, 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 24, 2013.

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

REORGANIZATION

On motion by Malone, seconded by Targonski, it was moved to nominate the 2013 slate of officers for 2014.

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

Recorded vote:

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

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

Ronald L Marino	Chairman
Zigmont F. Targonski	Vice Chairman
Nancy A. Liberman	Secretary
James E. Lynch, Jr.	Treasurer
Joseph R. Malone, III	Assistant Secretary
Stephen Monson	Assistant Secretary

Recorded vote:

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

The members established the meeting dates for the next year. On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2014-008, designating meeting dates and time:

Monday, March 17, 2014	6:00 p.m.
Monday, April 21, 2014	6:00 p.m.
Monday, May 19, 2014	6:00 p.m.
Monday, June 16, 2014	6:00 p.m.
Monday, July 21, 2014	6:00 p.m.
Monday, August 18, 2014	6:00 p.m.
Monday, September 15, 2014	6:00 p.m.
Monday, October 20, 2014	6:00 p.m.
Monday, November 17, 2014	6:00 p.m.
Monday, December 15, 2014	6:00 p.m.
Tuesday, January 20, 2015	6:00 p.m.
Tuesday, February 17, 2015	6:00 p.m.(Reorganization)
Monday, March 16, 2015	6:00 p.m.

Recorded vote:

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

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2014-009 A-H, designating signatories for the Authority's bank accounts at Investors Financial Group, formerly Roma Bank.

Recorded vote:

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

On motion by Targonski, seconded by Malone, 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, Malone
Nays:	None
Abstained:	None
Absent:	Lynch, Monson

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

Recorded vote:

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

On motion by Liberman, seconded by Targonski, it was moved to approve the minutes of the January 27, 2014 regular session.

Recorded vote:

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

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-010, approving the February payment of bills from the Operating Fund in the amount of \$272,974.19, of which \$74,833.98 is a payroll transfer and \$101,685.00 is a capital expense.

Recorded vote:

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

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-011, approving the p February bills from the Escrow Fund in the amount of \$22,390.19.

Recorded vote:

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

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-012, approving the refunds, credits and/or cancellations of customer accounts in the amount of \$26.75.

Recorded vote:

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

AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. APPOINTMENT OF PROFESSIONALS

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-013, approving Contract 2014-C3, appointing John J. Maley, Jr. as auditor for the Authority for the one year period commencing on March 1, 2014.

Recorded vote:

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

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2014-014, approving Contract 2014-C4, appointing the Law Offices of Raymond, Coleman, Heinold, Norman, L.L.P., as counsel for the Authority for a one year period commencing on March 1, 2014.

Recorded vote:

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

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-015, approving Contract 2014-C5, appointing Remington, Vernick & Arengo as engineering consultant for the Authority for a period of one year commencing on March 1, 2014.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-016, approving Contract 2014-C6, appointing Capehart & Scatchard, P.A. as bond counsel for the Authority for a period of one year commencing on March 1, 2014.

Recorded vote:

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

B RISK MANAGEMENT AND INSURANCE CONSULTANT

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-017, approving Contract 2014-C7, 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, 2014.

Recorded vote:

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

C. DRIVER SUBSTANCE ABUSE AND ALCOHOL MISUSE TESTING

On motion by Liberman, seconded by Targonski, it was moved to adopt Resolution 2014-018, approving Contract 2014-C8 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, 2014.

Recorded vote:

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

D. FINANCIAL ADVISOR

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-019, approving Contract 2014-C9 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, 2014.

Recorded vote:

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

E. RESOLUTION 2014-020

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-020, awarding contract to RTW Constructions Inc, in the amount of \$101,685.00 for emergency sewer replacement at Route 206 and Dunns Mill Road due to collapsed 8" diameter gravity main on Route 206 South January 8, 2014.

Recorded vote:

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

F. RESOLUTION 2014-021

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-021, awarding contract to Geiger, Inc., in the amount of \$3,563.14, for a frame and shaft sleeve for the Allis Chalmers return activated sludge pump B.

Recorded vote:

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

G. RESOLUTION 2014-022

On motion by Targonski, seconded by Liberman, it was moved to adopt Resolution 2014-021, awarding contract 2014-C10 to Genserve, Inc., for emergency generator preventative maintenance, in the amount of \$12,385.00 for the period of one year commencing March 1, 2014.

Recorded vote:

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

OPEN SEWER CONNECTION ACCOUNTS

K. Johnson Urban Renewal, LLC/Team Campus: Approval of S-4 application for connection of Building A, Block 57, Lot 6. Fee paid as defined by deferred connection agreement and payment schedule, specifically 40% down payment of total connection fee in the amount of \$50,680.56.

Rivergate Urban Renewal, LLC/ Waterfront project: Payment of \$26,085.96, Phase 1A, Block 140, Lot 5.01. Fee paid as defined by deferred connection agreement and payment schedule. (Payment #7)

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.
- C. ENGINEER
Mr. Czekanski reported briefly on the month's activities and his report is attached.

PUBLIC PARTICATION:

Mr. Stephen Benowitz, Bordentown Township Mayor, Mr. Brian Johnson, Bordentown Township Director of Community Development, and Ms. Julia Algeo of Maser Consulting Engineers attended the meeting.

There was discussion regarding the Authority's endorsement of the TWA for the IDI Rock project without a performance bond for the project in place. Mr. Malone and the Board expressed the concern that the performance bond should be in place prior to the Authority's endorsement of the TWA. Mr. Malone did not want the Authority to be in the position of "chasing" an unknown entity for the bond. The members of the public in attendance did not believe there should be a concern of this nature and that a performance bond would be in place within 45 days after the application approval by the NJDEP. The agreement between IDI Rock and the Authority clearly states that a performance bond is to be in place within the 45 day timeframe once the TWA application is approved .

RESOLUTION 2014-023

On motion by Targonski, seconded by Malone, it was moved to adopt Resolution 2014-023, permitting Richard D. Eustace to sign the TWA agreement pertaining to the IDI Rock project.

Recorded vote:

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

On motion by Malone, seconded by Liberman, it was moved to adjourn the meeting at approximately 6:40 p.m.

Respectfully submitted,

APPROVED ON:

March 17, 2014


Nancy A. Liberman, Secretary

The Bordentown Sewerage Authority

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Executive Director's Report

February 18, 2014

On Jan.30, 2014, Mr. Eustace reported that the Authority had a State EEO inspection to ensure all necessary documentation for all contracts has been obtained. The time period inspected was January 2011 to the present. All contracts were found to be in order

Mr. Eustace informed the Board that JIF sent out an inspector from CNA which is a Risk Manager for equipment. CNA was happy with our programs with respect to the care of our equipment. They were also impressed with the energy audit improvements. Additionally, CNA will be setting up a free infra-red survey on all of our electrical equipment.

Mr. Eustace noted that he will be meeting on 2/19/14 with Steve Trumbo of Synergy LLC to make application to PSE&G in order to find out if there is space for the Authority on the grid for a Solar Field.

Finally, Mr. Eustace informed the Board that the AEA Spring Conference is March 11 & 12th at the Golden Nugget in Atlantic City.

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT
FOR FEBRUARY 2014 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.

Our firm and the BSA are finalizing a joint final punch list. All major work was accomplished within the contract period.

DEVELOPMENT TOPICS:

● **Bordentown Waterfront Community:** As discussed at the last meeting in correspondence dated 2/11/2014 the Applicant has requested the Authority's permission to install additional piping which is under the Phase II portion of the project but located on the Route 130 side of the railroad tracks. This work is not under the previously issued NJDEP Treatment Works Permit. Mr. Coleman has provided written guidance to Mr. Eustace that the Authority does have the ability to provide this permission and the Applicant should submit a Treatment Works Permit Application for this portion of the work.

● **Team Campus:** Our office has provided connection fee information for establishment of a deferred connection fee agreement for a new two story building behind the bank.

● **Thorntown Lane Development:** Re-submittal under review for 8 new residential units provided after five years of inactivity.

● **Dunkin Donuts: New Application:** A freestanding building within the Route 130 Bottom Dollar parking lot is proposed.

- **Route 206 Infrastructure Improvements:**
 - **Interchange 7 Warehouse:** Meeting was held with Trammel Crow representatives on Wednesday February 12th. We discussed the economic commitment that was required in order to permit the wastewater to enter the system and the representatives felt it was excessive.
 - **Central Crossing Building Number 1:** The Applicant has received the required NJDEP wastewater management plan revision. No other activity.
 - **Route 206 Bypass Force Main:** Maser Engineering who is the applicant's engineer for Central Crossing Building number 1 is designing the force main bypass system. Our office has provided Maser with updated BSA specifications and details to utilize with their plans. We participated in a design review meeting with a Maser representative early last week and we are reviewing a re-submission that was provided later last week.

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