

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
April 21, 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, James E. Lynch, Joseph R. Malone III, Nancy A Liberman and Stephen Monson. Also in attendance were: Richard D. Eustace, Judith A. Wilson, Thomas Coleman III, and Richard Czekanski.

On motion by Lynch, seconded by Malone, it was moved to approve the minutes of the March 17, 2014 regular and executive sessions.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2014-028, approving the April payment of bills from the Operating Fund in the amount of \$286,407.76 of which \$129,635.28 is a payroll transfer and \$1,287.28 is a capital expense.

Recorded vote:

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

On motion by Liberman, seconded by Malone, it was moved to adopt Resolution 2014-029, approving the payment of April bills from the Escrow Fund in the amount of \$11,430.25.

Recorded vote:

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

AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. OPEN SEWER CONNECTION ACCOUNTS

K. Johnson Urban Renewal, LLC/Team Campus made payment of \$7,095.28, for the connection of Building A, Block 57, Lot 6, as defined by the Deferred Connection Agreement and payment schedule. (Pymt #1)

Rivergate Urban Renewal, LLC/ Waterfront project: Payment of \$25,593.78, Phase 1A, Block 140, Lot 5.01. Fee paid as defined by deferred connection agreement and payment schedule. (Payment #9)

B. 2013 AUDIT

1. On motion by Malone, seconded by Lynch, it was moved to adopt Resolution 2014-030 certifying the Board of the Bordentown Sewerage Authority has received and reviewed the Report of Audit.

Recorded vote:

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

2. On motion by Malone, seconded by Liberman, it was moved to adopt Resolution 2014-031 adopting the 2014 Correction Action Plan.

Recorded vote:

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

C. AUTHORITY IMAGING SYSTEM

On motion by Monson, seconded by Targonski, it was moved to adopt Resolution 2014-032 approving payment to Cranel/Versitec in the amount of \$2,925.00 for consulting services to the BSA and Duplitron to restore and validate current imaging system.

Recorded vote:

Ayes: Marino, Lynch, Targonski, Liberman, 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.

RESOLUTION 2014-033

On motion by Malone, seconded by Lynch, it was moved to adopt Resolution 2014-033, approving the emergency purchase of solid state timers in the amount of \$7,680.00 for the Plant Generator Control Room to provide generator reliability.

Recorded vote:

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

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, and Mr. John Monihan, Bordentown Township Councilman, attended the meeting.

RATE HEARING DISCUSSION

Mr. Eustace opened a discussion with the Board regarding the need for an increase to the Authority's quarterly service and consumption rates. The need for a rate increase was explained in terms of current Authority revenues received and operating expenses. Also discussed were contributing factors to declining Authority revenues which included the upcoming loss of a large commercial rate payer, declining water consumption, declining connection fees, and increased debt service. Mr. Eustace noted that other Authorities have cited the same factors in past rate hearings (with the exception of the loss of a commercial rate payer) in support of a rate increase.

Mr. Malone asked that Mr. Eustace provide further information regarding current connection fees held in escrow because projects are awaiting completion. The Finance Committee was asked to meet with this specific information for further discussions on the rate increase before coming back to the full Board.

On motion by Monson, seconded by Lynch, it was moved to adjourn the meeting at approximately 7:35 p.m.

Respectfully submitted,



Nancy A. Liberman, Secretary

APPROVED ON:

May 19, 2014

14-019

Executive Director's Report

April 21, 2014

Mr. Eustace reported that the Authority received payment of \$10,090.75 from Ocean Spray for additional sludge disposal costs incurred when they had a plant upset.

Mr. Eustace informed the Board that he received a thank you note from Hope Hose Humane Fire Company for helping them clear up a continuing drain problem

Mr. Eustace asked for approval of an emergency resolution for \$7680.00, to replace the outdated timers in the plant generator control system with up-to-date solid state timers for generator reliability.

Finally, Mr. Eustace noted that he worked with Brian Johnson of the Township to set up bypass pumping while the repair to Bossert Park bridge was being completed.

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT
FOR APRIL 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 oxidation 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.

Items to Note:

- On April 2, 2014 a closeout meeting was held with the NJDEP. Everything is acceptable.
- A punch list has been provided to the Contractor. The major deficiency is several of the oxidation tank variable frequency drives are exhibiting a false alarm signal on the front of the panel. The reason for the false signal initiation must be identified and resolved.
- At this time the Authority is withholding \$36,198.38 in retainage. The awarded contract amount was \$1,798,514.00. The overall amount that will ultimately be paid the contractor is \$1,809,919.11 or \$11,405.11 more than the original contract value. This overage (0.6%) is exceptionally low.

DEVELOPMENT TOPICS:

- **Bordentown Waterfront Community:**

Phase I: Work on the pump station foundation has commenced.

Phase II: A meeting was held on April 3, 2014 with applicant's representatives to review the Phase II pump station design particulars.

- **Team Campus: No activity.**

- **Thorntown Lane Development:** Review comments were provided for 8 new residential units on a project that was dormant for five years. The Applicant's engineer is revising the drawings accordingly.
- **Dunkin Donuts:** A freestanding building within the Route 130 Bottom Dollar parking lot is proposed. Minor review comments have been provided. Applicant has agreed to use the recommended interior grease trap.
- **Route 206 Infrastructure Improvements:**
 - **Interchange 7 Warehouse:** A meeting was held with the Trammel Crow engineer on April 8, 2014 to review the current status of the Route 206 area.
 - **Central Crossing Building Number 1:** The TWA application for the increased flow beyond the original development amount has been submitted to the NJDEP and has been deemed complete.
 - **Route 206 Bypass Force Main:** A meeting is scheduled for April 24, 2014 at the NJDEP to discuss application issues.
- **Bordens Crossing (Along Route 130):** We provided a summary of our past deficiency letters to the BSA as the Township is planning on calling in the Township performance bond in order to have the final paving accomplished.
- **420 Willow Street (Bordentown City):** An existing residential unit is proposed to be demolished with a duplex unit constructed in its place (1 new connection).

End of Report

Prepared by Richard B. Czekanski, PE, BCEE, CME