

BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
September 21, 2015

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 Board of the Bordentown Sewerage Authority on February 26, 2015,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 26, 2015; 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, 2015.

The following persons were in attendance: Board Members Ronald L. Marino, Zigmont F. Targonski, James E. Lynch, Jr., and Joseph R. Malone III. Also in attendance were: Executive Director Richard D. Eustace, Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Thomas J. Coleman, III, the Authority's Engineer Richard Czekanski, the Authority's Auditor John J. Maley, and Township of Bordentown Liaison Committeeman John Moynihan. Board Members Stephen Monson, and M. Ellen Gulbinsky were absent.

RATE HEARING

On motion by Malone, seconded by Targonski, it was moved to postpone the Rate Hearing until all members of the board are available.

In discussion of the postponement, Mr. Malone started by making a motion to postpone the rate hearing until all board members are present. Since Mr. Marino will be out of town in Albuquerque and will not be attending the October meeting, Mr. Coleman asked Mr. Malone when the rate hearing should take place. Mr. Malone would like all board members to attend and decided to postpone until November 16, 2015, the Authority's regular monthly meeting.

The motion was amended by Malone, seconded by Targonski, to hold the Rate Hearing during the November 16, 2015 regular meeting.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to approve the minutes of the August 17, 2015 regular session.

No discussion on the Minutes.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2015-066 approving the September payment of bills from the Operating Fund in the amount of \$190,668.85, of which \$96,756.80 is a payroll transfer and \$16,252.00 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by Targonski, seconded by Lynch, it was moved to adopt Resolution 2015-067, approving the payment of September bills from the Escrow Fund in the amount of \$7,185.10.

No discussion on this Resolution.

Recorded vote:

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

On motion by Targonski, seconded by Malone, it was moved to adopt Resolution 2015-068, approving the credits and/or refunds of customer accounts in the amount of \$6.74.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2015-069, authorizing the reduction of the Performance Guarantee for the Dunkin Donuts located at 262 Route 130 from \$19,318.00 to the Maintenance Bond amount of \$1,931.80.

No discussion on this Resolution.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2015-070, introducing the Authority's 2015 Budget (December 1, 2015 – November 30, 2016)

No discussion on this Resolution.

Recorded vote:

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

On motion by Targonski, seconded by Malone, it was moved to adopt Resolution 2015-071, ratifying emergency contract to Hanby Associates in the amount of \$7,075.00 to troubleshoot the electrical substation switchgear, and redesign the operation so the generator cool down circuit functioned properly.

Mr. Malone questioned about when the work took place. Mr. Eustace explained the work was completed last year when the Authority needed the generator transfer gear fixed. Mr. Hanby had subsequently fallen ill and did not invoice the Authority until recently.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to adopt Resolution 2015-072, ratifying emergency contract to Hanby Associates in the amount of \$4,960.00 to troubleshoot the electrical substation switchgear, test and research for replacement relays after voltage surges that damaged all of the timing relays and a couple of control relays.

Mr. Eustace explained that this is the current issue with the generator. There was a lightning strike that damaged the switchgear. Mr. Hanby is currently performing the work for this emergency resolution.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2015-073, authorizing the award of contract to RTW Construction, Inc. in the amount of \$12,750.00 to repair failing section of sewer main and replace manhole riser/cone at 147 Route 130 North, Korean Presbyterian Church.

The Authority found a sinkhole while performing routine manhole checks. The sinkhole is small at the foot of the church's driveway. We televised and found a place where one of the pipes had separated, and the manhole is square instead of round. The resolution covers the repairs for both the pipe and the manhole.

Mr. Malone asked if the Authority was hiring out televising services, and what would it cost to purchase a televising system? Mr. Eustace estimated \$20,000 to \$25,000 for a system with a crawler. Mr. Malone would like the Authority to participate in a shared service with the Township and the City. Mr. Eustace mentioned the Township already has a crawler televising system that the Authority has used in the past. Mr. Malone said that if the Township already has a televising system there is no need to pursue a shared service for a new system.

Recorded vote:

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

## II. PROFESSIONAL REPORTS:

### A. EXECUTIVE DIRECTOR:

Open Sewer Connection Accounts

(1.) K Johnson Urban Renewal, LLC/Team Campus Building B: Payment of \$16,695.00 paid as defined by deferred connection agreement and payment schedule. (Payment #7)

(2.) Rivergate Urban Renewal, LLC: payment of \$17,786.66, Building 1 as defined by deferred connection agreement and payment schedule. (Payment #10)

- Executive Director time spent on developer issues for September, 7 hours
- Administrative staff time spent on developer issues for September, 5.75 hours
- 11 West Burlington Street-Owner requested concession on connection fees.  
Mr. Eustace explained that the rules and regulations require a connection fee for connections that have been capped for seven or more years. The Board did not object to the Authority enforcing connection fee charges.
- Interest Response from banking institutions  
Mrs. Kwelty reported on the meetings that took place with TD Wealth, Morgan Stanley, and Investors Bank over the past month. In answer to specific questions raised, there are not any bank accounts that hold above the restricted dollar amount, and the Authority is earning as much interest as possible on all accounts.
- Monthly Financial Report
- Draft Permit -- All comments are due back to NJDEP by September 28.  
A nitrate limitation was added to our permit and we will ask for a stay. Mr. Eustace feels the Authority will be granted a stay as the new limitation will prove to be a considerable expense to our rate payers.
- Grainger Project Update  
The license to cross agreement was signed by the Turnpike. A preconstruction meeting will take place soon.

B. GENERAL COUNSEL:

- Mr. Coleman reported on the month's activities.
- September 21, 2015 Rate Hearing Preparation
  - Building 2W and the Amboy Bank reimbursement agreement
  - Grainger project

C. ENGINEER:

Mr. Czekanski reported briefly on the month's activities and his report is attached to these minutes and made a part thereof.

III. PUBLIC PARTICATION:

On motion by Lynch, seconded by Targonski, it was moved to open the meeting for public participation.

Recorded vote:

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

Leonard De Groot of 8 Arlington Road spoke first about attendance of the board. He feels the Authority could have planned to have the two absent members attend via telephone or Skype. The Township has the equipment as they have done it in the past and would probably be amenable to the Authority using it. Mr. Eustace explained that Mr. Monson indicated he would be out of the country and not have email or telephone access. Mr. De Groot explained that he wasn't bringing up teleconferencing for this particular meeting but to keep it in mind for future meetings.

Mr. De Groot also wanted to speak about using Escrow monies to pay operating expenses. Mr. Czekanski corrected Mr. De Groot to say that escrow funds are provided by the developers to pay developer expenses, not operating expenses.

Mr. De Groot next asked for the dollar amount Grainger paid the Authority for connection and how those funds will affect the Authority's future construction. Mr. Coleman provided the connection fee of one million four.

Mr. DeGroot asked what type of surplus of account the Authority is looking for to the new budget, as he would assume it would be enough to handle emergencies plus. Mr. Malone replied it is his anticipation that the Authority can handle any emergencies. Mr. De Groot then asked for the dollar amount of the current surplus. Mrs. Kwelty provided the current reserve of two million four.

Walt Kosul of 539 Route 206 wants to attend the rate hearing, and asked if the rate hearing will be on connection fees or user fees? A few members of the board answered at the same time, both. Mr. Kosul wanted it confirmed that the rate hearing will take place during the regularly scheduled November board meeting.

Mr. Kosul would like to view the budget documents and was told the documents would be made available to him the following day. Mr. Kosul wanted to know when the Budget would be approved. Mr. Eustace said that depending on when the DCA sends back the introduced budget, the approval could take place as early as the October 19<sup>th</sup> meeting.

Mr. Malone expressed his disappointment with the two absent board members. There were many discussions of the board members over the past meetings about preparing for the rate hearing and deciding when the hearing will take place. A lot of time and effort went into planning this meeting. Mr. Malone again expressed his disappointment that neither one mentioned they would not be attending this meeting.

On motion by Targonski, seconded by Lynch, it was moved to close the public portion of the meeting.

Recorded vote:

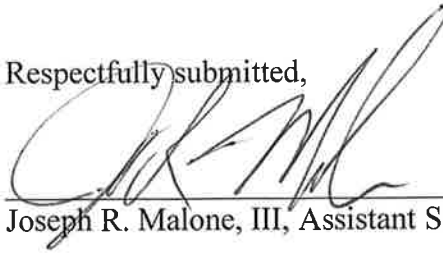
Ayes:	Marino, Targonski, Lynch, Malone
Nays:	None
Abstained:	None
Absent:	Monson, Gulbinsky

On motion by Targonski, seconded by Malone, it was moved to adjourn the meeting at approximately 6:32 p.m.

Recorded vote:

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'JRM', is written over a horizontal line. The signature is fluid and cursive.

Joseph R. Malone, III, Assistant Secretary

APPROVED ON:

October 19, 2015

15-105

**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT  
FOR SEPTEMBER 2015 MEETING  
PREPARED BY REMINGTON VERNICK & ARANGO (RV&A)  
ENGINEERS**

**PLANT TOPICS**

The NJDEP provided a draft of the plant's discharge permit renewal for comments review by the Authority. It contains a significant requirement for nitrate reduction which the plant is not capable of accomplishing without significant process additions. We are requesting both an adjudicatory hearing and a "stay" for the lower nitrate limits. If the "stay" request is accepted the hearing issue will be put on the NJDEP's inactive list. The issue may be re-activated in another permit cycle at a far later date.

**DEVELOPMENT TOPICS:**

- **Bordentown Waterfront Community:**

Phase I: Apartment units that are being occupied by the new residents have their wastewater flowing to the pump station. The pump station is operational. BSA personnel are monitoring its operation but it is still owned by the Applicant. The contractor is working on miscellaneous minor items.

Phase II: In design. The site layout for the entirety of Phase II has not been submitted to date. A NJ Transit railroad crossing permit application has been submitted on behalf of the Applicant by our office but no response has been received to date. No other action.

- East Haven (aka Thorntown Lane) Development: On-site wastewater conveyance system construction is substantially completed. At later date video camera work will be conducted and information location on each lateral connection will be added to the as-builts.



- Central Crossing: Flow from this development is subject to restrictions present in the Rising Sun Road pump station and force main system:
  - Grainger:
    - Building Number 1: Building number 1 is under construction.
    - Route 206 Bypass Force Main: **A NJTP preconstruction meeting is scheduled for Thursday, September 24th at the NJTP offices. Based on this meeting announcement the pipe installation is expected to occur this year.**
  - Building No. 2W: A meeting with the Applicant occurred on Thursday June 18th where the Applicant took the position that this building is not subject to the original developer's agreement as that was signed by a different corporation who owns the corporate park. The Authority solicitor provided a response expressing the Authority's positions.
  - Central Crossing Amboy Bank Building No. 3: The agreement for installation of the Route 206 sewer main upgrades adjacent to the Armory and, if needed, the entire Rising Sun Road pump station force main is completed and signed. **The applicant's engineer is developing the preliminary design based on pipe bursting technology.**
- Holiday Inn Express (Route 206 Edgewood Motel Site): We have provided suggested shop drawing materials for the Applicant's contractor to utilize and have approved others. **One more item requires clarification by the Applicant's contractor.**
- Holiday Inn Express (Route 206 by Mansfield Border): BSA representatives meet with this interested developer on March 10th to discuss Rising Sun Road conveyance system issues. This is the first conveyance system meeting for this project that has been on/off for 15 years. No recent action.
- Love's Tire Repair Shop At Rising Sun Road Connector Road: A review letter has been provided to the Applicant. No recent action.
- Bordens Crossing: A progress meeting was held with Amboy Bank the current Phase 4 owner on April 9th to review outstanding work. Amboy bank is in dispute with Kor regarding ownership of Phases 1-3.

- Harris Automotive: Located at the corner of Municipal Drive and Route 206: New application for renovations to an existing building and extension of a force main piping system in Municipal Drive. The proposed package pump station would be inside the building and the system would be privately owned. We provided a review letter and based on telephone conversations we are aware the Applicant's engineer is working on addressing our review comments.
- Dunkin Donuts; 1 Spring Street and 15 Roosevelt: Due to the small nature of these projects Authority personnel are providing field inspection when notified by the Applicant. The Applicant has requested a performance bond release. Our office provided a list of conditions related to the bond release.
- Bordentown Factory: **Construction work is ongoing. There is an interior private pump station that we discussed with the Applicant last week. The pump station wet well is fiberglass and requires a concrete ring in order to prevent floatation of the wet well if groundwater rises.** Authority personnel are monitoring various aspects of the proposed work such as the lateral installation.

**End of Report**

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