

BORDENTOWN SEWERAGE AUTHORITY  
MEETING MINUTES  
October 17, 2016

The meeting was called to order by Chairman, James E. Lynch, Jr., 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 27, 2016,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 27, 2016; 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 27, 2016.

The following persons were in attendance: Board Members James E. Lynch, Jr., M. Ellen Gulbinsky, Stephen Monson, Leonard J. de Groot, Zigmont F. Targonski, 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 B. Czekanski, and Township of Bordentown Liaison Deputy Mayor Stephen Benowitz.

On motion by Malone, seconded by Targonski, it was moved to approve the regular meeting minutes of the September 19, 2016 meeting.

The minutes were approved as corrected. Deputy Mayor Stephen Benowitz's title was corrected and a date was corrected in the Executive Director's report.

Recorded vote:

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

On motion by Gulbinsky, seconded by Targonski, it was moved to approve the executive session meeting minutes of the September 19, 2016 meeting.

No discussion on the minutes.

Recorded vote:

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

On motion by de Groot, seconded by Gulbinsky, it was moved to adopt Resolution 2016-071, approving the October payment of bills from the Operating Fund in the amount of \$173,711.59 of which \$99,721.69 is a payroll transfer.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2016-072, approving the payment of October bills from the Escrow Fund in the amount of \$2,553.00.

No discussion on this Resolution.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2016-073, approving the credits and/or refunds of customer accounts in the amount of \$406.57.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. BUDGET ADOPTION:

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2016-074, adopting the Authority's 2016 budget from December 1, 2016 through November 30, 2017.

No discussion on this Resolution.

Recorded vote:

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

B. BORDENTOWN SENIOR HOUSING:

On motion by Gulbinsky, seconded by Targonski, it was moved to adopt Resolution 2016-075, authorizing the Executive Director of the Bordentown Sewerage Authority to sign the endorsement portion of the Treatment Works Approval (TWA).

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

Waterfront Village LP (Bordentown Senior Housing Project); Approval of S-1 and S-2 applications.

East Haven Woods (Thorntown Lane Project); Use permit for 8 Anna Rose Court was issued and the connection fee of \$7,684.00 was realized as revenue.

On motion by Gulbinsky, seconded by Malone, it was moved to authorize the refund of the escrow account for Mission First Housing Group in the amount of \$4,575.00.

Recorded vote:

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

On motion by Targonski, seconded by Gulbinsky, it was moved to authorize the refund of the escrow account for DR Horton for the Crystal Lake Project in the amount of \$1,427.25.

Recorded vote:

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

The executive director spent 8.00 hours and the administrative staff spent 9.00 hours on developer projects.

Mr. Eustace explained that the New Jersey Department of Environmental Protection (NJDEP) completed the enforcement inspection of Black's Creek treatment plant and Bordentown Township pump stations.

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2016-076, awarding contract to RTW Construction in the amount of \$5,700.00 to excavate and install seventeen foot lateral for 111 Mary Street.

Recorded vote:

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

On motion by Gulbinsky, seconded by Malone, it was moved to adopt Resolution 2016-077, awarding contract to RTW Construction in the amount of \$3,500.00 to excavate to allow for exterior inspection of lateral for 8 Gary court.

Mr. Eustace explained about the sinkhole located between the curb and the sidewalk. The Authority has attempted to verify the cause of the

sinkhole various times without success. It is now necessary to excavate to see where the problem lies.

Recorded vote:

Ayes: Lynch, Gulbinsky, Monson, de Groot, Targonski, Malone

Nays: None

Abstained: None

Absent: None

B. GENERAL COUNSEL:

Mr. Coleman briefly updated the board on the month's activities. Mr. Coleman's time was spent on review of Waterfront Village LP, finalizing a personnel matter that is now concluded, and answering questions from Mr. Eustace and Mrs. Kwelty.

C. ENGINEER:

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

Mr. Czekanski spoke about the Waterfront Phase 2 project. Mr. Monson brought up his concerns about the pipe going under the railroad tracks under the weight of the rail cars which. Mr. Czekanski explained the 8 inch pipe is centered inside a 12 or 24 inch steel pipe sleeve which by New Jersey Transit standards is at least 1/4 inch thick. The 8 inch pipe is positioned inside the sleeve with what are called "spiders" to center the pipe or put the pipe on a slope.

Mr. Czekanski also spent time reviewing the drawings for the hotel and car wash on Route 206. This hotel will have three meetings rooms plus a board room, a pool, an outdoor meeting room, and an outdoor breakfast area, making it the largest first floor reviewed so far in Bordentown. Mr. Malone commented that military personnel have a contract with this hotel, which has been tailored to their needs.

III. PUBLIC PARTICIPATION:

In attendance was Township Liaison Deputy Mayor Stephen Benowitz. Mr. Benowitz spoke about the mentioned sinkholes in Clifton Mills, and commented with the Township's experiences in that area.

Mr. Benowitz inquired about the status of Waterfront Village LP. Mr. Czekanski provided some details he put in the review letter about a grass access road on property having manholes that are on a 10% slope.

Mr. Malone asked Mr. Benowitz what the impact of the fire insurance issue would be to the Sewerage Authority. Mr. Monson objected to this inquiry on the grounds that it did not fall within the purview of the Sewer Authority. To the best of Mr. Benowitz's knowledge there is not a negative impact to the Sewer Authority.

Mr. Monson and Mr. de Groot informed the Board they had attended the public meeting about Transcontinental Gas Pipeline, LLC. Mr. Monson brought up his concerns about dewatering necessary for the construction of the compressor station. Mr. Monson also expressed concern that the contents of the pipeline do not have to be disclosed. Mr. Monson & Mr. de Groot asked if legal counsel could look into the possibility that because of the information they learned about carcinogens and other toxic materials getting into the water system that the BSA may be a party to the pipeline & compressor station applications and as such the BSA was not given notice of these developments. A discussion lasted approximately twenty minutes.

On motion by Gulbinsky, seconded by Targonski, it was moved to adjourn the meeting at approximately 6:45 p.m.

Recorded vote:

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

Respectfully submitted,

APPROVED ON:

November 21, 2016

  
\_\_\_\_\_  
Stephen Monson, Secretary

**BORDENTOWN SEWERAGE AUTHORITY  
ENGINEER'S STATUS REPORT FOR OCTOBER 2016 MEETING PREPARED  
BY REMINGTON VERNICK & ARANGO (RV&A) ENGINEERS**

**DEVELOPMENT TOPICS:**

- **Bordentown Waterfront Community Phase I:**
  - ▶ **Phase I Quik Check: Mini Mart and Gas Pumps:** Periodically construction work related to wastewater facilities occurs. Grease trap water retention testing will occur this month.
  
- **Bordentown Waterfront Phase II: River Side of River Line Tracks:**
  - ▶ **Apartments/Townhouses:** The pump station and conveyance system design is still being developed by the Applicant's engineers.
  
  - ▶ **Volunteers of America on Burlington Road:** This proposed private conveyance system has its wastewater discharge flowing into the Phase II complex. A review letter will be issued this week.
  
- **Rising Sun Road Pump Station Improvements:**
  - ▶ **Force Main System:** The Applicant's engineer has submitted the NJDEP treatment works application for the 3,100 linear feet force main replacement.
  
  - ▶ **Route 206 Sanitary Sewer By Armory:** Work is scheduled to commence on or about November 1st.
  
- **Route 206 Marriott/Car Wash Site:** Applicant's engineer recently submitted architectural drawings. Project under review.
  
- **Rising Sun Road Petro Restaurant:** The Authority provided a response letter to the Applicant's assertion that paying connection fees was not required. We discussed the Rising Sun Road system capacity situation with the Applicant's engineer and they possess a better understanding why a contribution to Amboy Bank for infrastructure improvements is required.

**AUTHORITY TOPICS:** We are generating the 2016 annual report for the bond trustee.

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