

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
September 18, 2017

The meeting was called to order by Vice-Chairman, James E. Lynch, Jr. at 6:00 p.m. and led a salute to the flag 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 24, 2017,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 24, 2017; 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, 2017.

The following persons were in attendance: Board Members, James E. Lynch, Jr., Joseph R. Malone III, Leonard J. de Groot, and Zigmont F. Targonski. Also in attendance were: Executive Director Richard D. Eustace, Administrative Manager Elizabeth J. Kwelty, the Authority's Solicitor Thomas J. Coleman, III, and the Authority's Engineer Richard B. Czekanski. Absent was M. Ellen Gulbinsky and Aneka Miller.

On motion by Targonski, seconded by de Groot, it was moved to approve the minutes of the August 21, 2017 meeting.

No discussion on the minutes.

Recorded vote:

| | |
|------------|------------------------------------|
| Ayes: | Lynch, Malone, de Groot, Targonski |
| Nays: | None |
| Abstained: | None |
| Absent: | Gulbinsky, Miller |

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2017-074, approving the September payment of bills from the Operating Fund in the amount of \$154,951.59 of which \$99,426.66 is a payroll transfer.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2017-075, approving the payment of September bills from the Escrow Fund in the amount of \$14,231.92.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2017-076, approving the credits and/or refunds of customer accounts in the amount of \$11,471.59.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. BUDGET INTRODUCTION:

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2017-077, introducing the Authority's 2017 Budget (December 1, 2017 – November 30, 2017).

No discussion on this Resolution.

Recorded vote:

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

B. RELEASE OF PERFORMANCE BOND:

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2017-078, authorizing the release of a performance guarantee for East Haven Woods, LLC with the requirement of a maintenance bond.

No discussion on this Resolution.

Recorded vote:

| | |
|------------|------------------------------------|
| Ayes: | Lynch, Malone, de Groot, Targonski |
| Nays: | None |
| Abstained: | None |
| Absent: | Gulbinsky, Miller |

C. RELEASE OF MAINTENANCE BOND:

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2017-079, authorizing the release of the posted maintenance guarantee with any earned interest to 130 Bordentown Associates, LLC for the Dunkin Donuts located at 262 Route 130.

No discussion on this Resolution.

Recorded vote:

| | |
|------------|------------------------------------|
| Ayes: | Lynch, Malone, de Groot, Targonski |
| Nays: | None |
| Abstained: | None |
| Absent: | Gulbinsky, Miller |

D. ZERO TURN MOWER:

On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2017-080, authorizing the award of contract to Central Jersey Equipment LLC for a zero turn mower in the amount of \$6,445.00.

Mr. Eustace explained that this John Deere is a commercial model, and the Authority shopped around for the best price.

Recorded vote:

| | |
|------------|------------------------------------|
| Ayes: | Lynch, Malone, de Groot, Targonski |
| Nays: | None |
| Abstained: | None |
| Absent: | Gulbinsky, Miller |

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Gulchekhra Kilic of 15 Roosevelt Ave and requested remaining escrow of \$51.50 be refunded.
- 2.) Exeter Property Group, Building #3 of Central Crossing Business Park was issued a Use permit and \$271,416.00 realized as revenue.
- 3.) TMDEC LLC submitted Township planning board application for property located 261 Route 130 North. Tile Masters building near McDonald's location.
- 4.) Matrix Reality, Inc, proposed warehouse located 201 Old York Road, approval of S-1 application.

OPERATIONS ITEMS:

The executive director spent 19 hours and the administrative staff spent 15 hours on developer projects. The League of Municipalities conference will be November 14 – 16, and Association of Environmental Authorities conference will be November 14 & 15. Mr. Eustace was granted permission from the board to attend the Water Environment Federation Technical Exhibition and Conference (WEFTEC) held September 30 – October 4 in Chicago. There were no questions about the monthly financial report from the board.

B. GENERAL COUNSEL:

Mr. Coleman spent time on the roof replacement contract, working with Mr. Eustace on the Rising Sun Road force main issues with respect to Exeter and Trammell Crow, as well as working on the deferred connection fee agreement for DCT Midline, LLC who now owns the warehouse project titled Interchange 7.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski reported that there has been a request for a pre-con meeting for both water and wastewater for the Volunteers of America project on Burlington Road.

III. PUBLIC PARTICPATION:

No one from the public was in attendance.

Mr. Malone asked if there was still an agreement with the City of Bordentown construction office and water department that sewer approvals need to be in place prior to water approvals and the issuance of a Certificate of Occupancy. Mr. Eustace explained both the City of Bordentown and Township of Bordentown have been working with the Authority to ensure all sewer approvals are in place. Mr. Malone requested that a letter be drafted to the City of Bordentown Commissioners, specifically Mr. Myers explaining the current protocol.

On motion by Targonski seconded by de Groot, it was moved to adjourn the meeting at approximately 6:20 p.m.

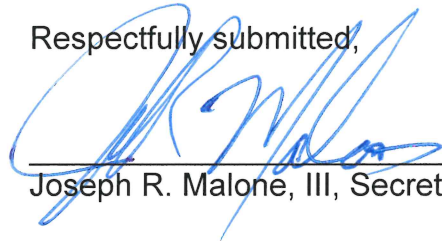
Recorded vote:

| | |
|------------|---|
| Ayes: | Gulbinsky, Lynch, Malone, de Groot, Targonski, Miller |
| Nays: | None |
| Abstained: | None |
| Absent: | None |

Respectfully submitted,

APPROVED ON:

October 16, 2017



Joseph R. Malone, III, Secretary

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR SEPTEMBER 18, 2017 MEETING
PREPARED BY REMINGTON VERNICK & ARANGO (RV&A) ENGINEERS**

DEVELOPMENT TOPICS:

- **Bordentown Waterfront Phase II: River Side of River Line Tracks: Apartments/Townhouses/Club Houses:** There are three NJDEP treatment works permit applications associated with this development namely, the Authority's portion of the sanitary sewer collection system located within the Township's right of way along with the pump station force main piping; the Authority's pump station; and the privately owned portion of the sanitary sewer system. All three permits have been received. There are still miscellaneous design issues to resolve. **Recent activity is the installation of grout between the 4 inch diameter pump station #2 force main and 12 inch diameter casing piping which protects the force main as it crosses across the Riverline tracks.**
- **Rising Sun Road Pump Station/Force Main Service Area:**
 - ▶ **System Improvements:** On Monday, August 28th a preconstruction meeting was held with the contractor (Diamond Construction).
 - ▶ **Arby's Construction at the Petro Rest Stop:** Construction has commenced.
- **Maintenance Bond List:** Expiration Dates are Subject to Maintenance Bond Submittal Date and Resolution of all Conditions:

Bordentown Holiday Inn Express: Expires March 20, 2019: Per Resolution 2017-035

Quik Check: Expires July 16, 2019: Per Resolution 2017-062

PLANT TOPICS

- **Building B3 Roof Replacement:** A preconstruction meeting was held on Friday, September 15th. The project is expected to be substantially complete by the end of October.