

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
January 16, 2018

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

On motion by de Groot, seconded by Targonski, it was moved to approve the minutes of the December 18, 2017 meeting.

No discussion on the minutes.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2018-1, approving the January payment of bills from the Operating Fund in the amount of \$227,455.58 of which \$110,402.43 is a payroll transfer, and \$37,741.58 is a capital expense.

Mr. de Groot asked for the reason for two payroll account transfers. Mrs. Kwelty explained there is a transfer for each payroll, and the employees are paid bi-weekly.

Recorded vote:

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

On motion by Malone, seconded by de Groot, it was moved to adopt Resolution 2018-2, approving the payment of January bills from the Escrow Fund in the amount of \$18,272.33.

No discussion on this Resolution.

Recorded vote:

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

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2018-3, approving the credits and/or refunds of customer accounts in the amount of \$2.89.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. SALARY RESOLUTION:

On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2018-4, approving the Authority's salaries as of January 1, 2018.

Mrs. Miller asked why a resolution needs approval if the increases were already approved by the board. Mr. Eustace explained that a resolution with dollar values needs to be approved to comply with the annual audit requirements.

Recorded vote:

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

B. ANTI-HARASSMENT POLICY:

On motion by de Groot, seconded by Miller, it was moved to adopt Resolution 2018-5, approving the re-adoption of the Authority's Anti-Harassment Policy.

No discussion on this Resolution.

Recorded vote:

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

C. EXTENSION OF CONTRACT TO BAUER GEN SYSTEMS LLC:

On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2018-6, authorizing the extension of contract 2017-C11, for twelve months until March 31, 2019 for Emergency Generator Preventative Maintenance with no increase in pricing as per contract.

No discussion on this Resolution.

Recorded vote:

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

D. BRICK SIGN REPAIR:

On motion by Malone, seconded by Targonski, it was moved to vote against Resolution 2017-106 for the repair of the brick sign which was damaged by vehicle impact.

Recorded vote:

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

Mr. Eustace was asked at the December 18, 2017 meeting to review the entrance to the Authority to make it as safe as possible for the use of the public to enter and exit the facility and that means the sign, entrance, potential discussions with Department of Transportation and any other entities necessary to discuss, so the board can take a proactive approach.

Mr. Eustace reported on his findings, and his report is attached to these minutes and made a part thereof.

On motion by Malone, seconded by Targonski, it was moved to proceed with the process of petitioning the Department of Transportation to change the Farnsworth Ave/Route 206 intersection by adding a traffic light at the end of the Authority's access road and including the added light into the rotation of the intersection.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Apco Petroleum Corp, 7-11 Convenience Store and Valero service station - Block 121, Lot 3 – Use Permit Was Issued And \$48,066.00 was realized as revenue. The grease trap was inspected by Authority staff.
- 2.) Great Northeastern Enterprises, 53 Groveville Road single family home construction, approval of S-1 and S-2. Conditional approval of S-3. An EPA waiver is required for this property.

OPERATIONS ITEMS:

The executive director spent 12 hours and the administrative staff spent 10 hours on developer projects. There were no questions about the monthly financial report from the board.

Mr. Coleman arrived at approximately 6:25pm.

B. GENERAL COUNSEL:

Mr. Coleman spent time fielding calls from Mr. Kantor's attorney about the GS Realty recapture agreement. Amboy Bank has not finalized the figures for the total cost yet. The project was recently completed and the figures should be available soon. Mr. Eustace confirmed the flow meter was calibrated Friday January 12, 2018, so the actual flow readings will be available. Mr. Coleman then mentioned that the Authority is at a distance on this issue. We are a party to the agreement, but the developers coming into the system and GS Realty are actively involved in the agreement.

C. ENGINEER:

Mr. Eustace reported to the board on Mr. Czekanski's behalf. Mr. Czekanski's full report is attached to these minutes and made a part thereof.

III. PUBLIC PARTICPATION:

No one from the public was in attendance.

On motion by de Groot seconded by Targonski, it was moved to adjourn the meeting at approximately 6:30 p.m.

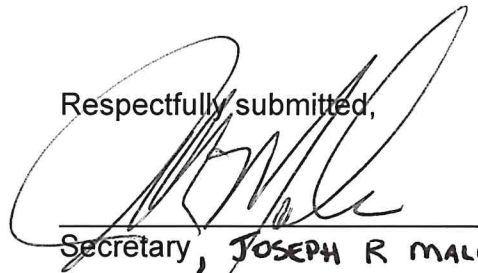
Recorded vote:

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

APPROVED ON:

February 20, 2018

Respectfully submitted,


Secretary, JOSEPH R. MALONE, III

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR JANUARY 16, 2018 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) 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. **Recent activity is reviewing shop drawings for major pump station components and transmitting letters related to project status and performance bond amounts. Overall sanitary sewer design is not completed.**
- **Rising Sun Road Pump Station/Force Main Service Area:**
 - ▶ **System Improvements:** *New pumps, controls and force main are operational.*
 - ▶ **I-295 Warehouse:** Both Richard Eustace and Richard Czekanski discussed items still required in order to obtain final design approval with the applicant's engineer last week. The applicant's engineer will commence transmitting this information as it is available as opposed to making one last submittal.
- **Volunteers of America (Burlington Road Site):** The Applicant's engineer must clear up some minor drawing issues. A status letter was provided.
- **53 Groveville Road:** Single family residence must obtain an EPA waiver prior to final design approval being provided.
- **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

East Haven Woods: Expires September 17, 2019: Per Res. 2017-078

**End of Report - Prepared by Richard B. Czekanski, PE, BCEE, CME
Remington & Vernick Engineers**

BORDENTOWN SEWERAGE AUTHORITY
Plant Access Update Report for January 16, 2018 Meeting

Farnsworth Ave intersection improvements and access road information as requested
by the Board December 18, 2017.

Option A – Access road to Route 206 (construction of road from Route 206 BSA gate to existing BSA parking lot.)

In May 2005, BCM engineers provided an estimated cost of \$355,000 for construction of an access road to Route 206.

In October 2006 R&V engineers provided an update – cost per ton of asphalt increased from \$35/ton to \$65/ton. Total with gates and accessories was \$519,079.

A board discussion about whether or not to move forward with the access road could not be found in the meeting minutes from 2000-2006.

Remington & Vernick engineers provided an updated cost in a letter dated January 12, 2018 in the amount of \$620,292 to construct a road from Route 206 to the existing BSA parking lot.

Please note: The quoted costs do not include any other necessary fees such as a deceleration lane to access the driveway from Route 206.

Option B – Intersection of Route 206 and Farnsworth Avenue Improvements

Mr. Eustace contacted Burlington County Engineer Joseph Brickley and the County's Traffic Engineer, who stated the confluence of Farnsworth Avenue and Route 206 jurisdiction is NJ Department of Transportation, not Burlington County.

Mr. Eustace contacted Jamie Marie Oplinger, Supervising Engineer of Highway and Traffic design with NJ Department of Transportation. Mr. Eustace explained over the phone, the existing intersection, and raised the question of customer safety. Ms. Oplinger mentioned the cost to design the intersection could be between \$0 and \$200,000.00 with only 25% of the cost being the Authority's responsibility. It is necessary for Bordentown Township to agree and submit a letter to NJ DOT in support of the necessary changes to the intersection.

Mr. Eustace met with Acting Chief Brian Pesce January 11, 2018 and together they viewed the intersection, including cars coming from the Chiropractor office and limousine business. Mr. Pesce agreed that putting in a traffic light to control the driveway would be a viable alternative to ease the safety concerns for traffic flow at that intersection. Mr. Pesce will meet with Township engineer Fred Turek and let Mr. Eustace know before anything is presented to the Township Committee.

End of Report – Prepared by Richard Eustace, Executive Director