

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
September 25, 2018

The meeting was called to order by 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 26, 2018,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 26, 2018; 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, 2018.

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

On motion by Gulbinsky, seconded by Targonski, it was moved to approve the minutes of the August 20, 2018 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by de Groot, seconded by Gulbinsky, it was moved to adopt Resolution 2018-62, approving the September payment of bills from the Operating Fund in the amount of \$323,193.87 of which \$140,936.24 is a payroll transfer and \$79,210.17 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2018-63, approving the payment of September bills from the Escrow Fund in the amount of \$3,610.00.

No discussion on this Resolution.

Recorded vote:

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

On motion by Gulbinsky, seconded by Miller, it was moved to adopt Resolution 2018-64, approving the credits and/or refunds of customer accounts in the amount of \$198.40.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. 2018 INFORMAL BUDGET INTRODUCTION:

The board members were provided with preliminary budget figures for budget year December 1, 2018 – November 30, 2019. The board will vote on the Authority's budget at the October 15, 2018 meeting.

There were no comments or questions from the board.

B. MUNICIPAL EXCESS LIABILITY (MEL):

On motion by Gulbinsky, seconded by Targonski, it was moved to adopt Resolution 2018-65 adopting updated personnel policy changes to comply with 2019-2020 employee practices liability (EPL) program.

No discussion on this Resolution.

Recorded vote:

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

C. SUCCESSION PLAN SALARY RESOLUTIONS:

Resolution 2018-66 authorizing promotion and hourly increase for Charles W. Bluhm, Jr., Operations Supervisor; Resolution 2018-67 authorizing promotion and hourly increase for Thomas Jarvis, Operations Supervisor; Resolution 2018-68 authorizing promotion and salary increase for Thomas Redwood, Director of Operations; Resolution 2018-69 authorizing salary increase for Richard D. Eustace; Resolution 2018-70 authorizing salary increase for Susan LeVine; Resolution 2018-71 authorizing salary increase for Elizabeth Kwelty; All six resolutions were approved with the following caveat from the board.

Mr. Malone requested all of the promotions and increases be subject to the appropriate retirement.

On motion by de Groot for six salary resolutions all subject to the proposed caveat that promotions and increases are subject to the appropriate retirement, and seconded by Gulbinsky, it was moved to approve Resolution 2018-66 through Resolution 2018-71 to award promotions and/or increases to six individuals.

Recorded vote:

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

D. MILE HOLLOW PUMP STATION REPLACEMENT:

On motion by Gulbinsky, seconded by Targonski, is was moved to approve Resolution 2018-72, authorizing the release of a performance guarantee for Sub-Level Installations, Inc., with the requirement for a maintenance bond.

No discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly development meetings with Township construction and planning officers took place August 31, 2018 and September 13, 2018.
- 2.) Freshwater wetlands application notice for Amboy/GS Realty, Old York Road Office Park, providing location of sanitary sewer extension.
- 3.) 237 Route 130 Convenience, LLC – Wawa Food Market and Fueling station, approval of S-1 and S-2 applications.
- 4.) Central Crossings Business Park Building 2W – Mr. Kantor has paid GS Realty the additional dollar amount to fulfill “Fair Share Cost” agreement. Approval of S-3 application.
- 5.) Nissim property on Route 206 was provided a wastewater conveyance system report for an alternate connection into the Sylvan Glen pump station.

The executive director spent 30 hours and the administrative staff spent 20 hours on developer projects. The Mile Hollow Pump Station Replacement final contract was reduced from \$184,838 to \$180,986. \$3,852 will be transferred with the monthly revenue wire to the trustee. Mr. Eustace distributed and briefly reviewed the Black’s Creek WWTP Operational Data Monthly Averages document which will be included in the Annual Engineer’s Report to the Trustee. New Jersey Department of Environmental Protection results of compliance evaluation inspection sampling completed July 17, 2018 confirmed this facility is discharging in compliance with the permitted effluent limitations. The New Jersey League of Municipalities will hold the annual conference November 13 – 15, 2018. The Association of Environmental Authorities of New Jersey will hold the fall conference November 13-14, 2018. Mr. Eustace requested permission to attend the Water Environment Federation Technical Exhibition and Conference (WEFTEC) September 28 through October 3, 2018. The board agreed to Mr. Eustace attending with no cost to the Authority other than Mr. Eustace’s time and one luncheon. There were no questions on the monthly financial report.

B. GENERAL COUNSEL:

Mr. Coleman spoke about the postponed appeal from the owner of 348 Farnsworth Avenue. The owner is being fined \$100 per day for violations of the Authority’s Rules and Regulations. As discussed in prior meetings storm water drains are connected to the sanitary sewer system which is in violation of the Authority’s Rules and Regulations. The penalty of \$100/day has been suspended until the owner has an opportunity to appeal the board. Mr. Malone requested Mr. Coleman ask the owner for a summary of the reasons for the appeal.

Plumsted Township Municipal Utilities Authority

The Executive Director of Plumsted has requested the Bordentown Sewerage Authority (BSA) accept trucked wastewater flow from up to 133 homes and businesses. Plumsted Township is in the process of constructing their wastewater treatment plant which will not be completed for a few years.

Because of a prior case, Mr. Coleman was at first hesitant to provide an affirmative response to the request. Mr. Coleman represents the Mansfield Township planning board and zoning board, who were recently sued by an affordable housing developer who told Judge Bookbinder BSA would accept the flow for the development. BSA had sued Mansfield Township in the past and won for a similar situation. Mr. Coleman does not want the sewer community to view BSA as accepting wastewater from other communities.

Mr. Coleman feels acceptance of the Plumsted wastewater for a limited amount of flow for a limited amount of time will not open up the Authority to any unwanted flow in the future. This situation will not require a wastewater management plan amendment from either the BSA or Plumsted Township. The enabling statute clearly gives this Authority ability to enter in contracts with other public bodies.

Mrs. Gulbinsky would like specific language in the letter to Plumsted clarifying the difference in acceptance of the trucked in flow from a holding tank versus another community connecting directly to the BSA.

Mrs. Miller questioned what would prevent other Authorities from demanding to discharge to BSA given wastewater was accepted from Plumsted. Mr. Coleman explained this agreement is a contract. The six board members have the right to enter into or not enter into a contract. The Authority is not bound by precedence to accept any future contracts. Mr. Coleman will also add in the letter that Plumsted understands they are responsible for any all approvals that may be needed by New Jersey Department of Environmental Protection.

On motion by de Groot, seconded by Malone, it was moved to accept the trucked in wastewater from Plumsted Township while their treatment plant is still under construction.

Recorded vote:

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

Mrs. Miller requested to see letter to Plumsted Township once completed.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski discussed Central Crossings Building 2W has paid all cost sharing agreement fees, and the approvals were released. The project on Route 130, Auto Body Repair of America (ABRA) was also approved for construction.

The maintenance bond has already been received by Remington and Vernick for the Mile Hollow Pump Station contract, which will be closed out after the final payment certificate is issued.

The new Wawa project is located 237 Route 130. During the televising of the line, it was discovered the existing lateral has roots, is made of terra cotta, and has a long crack in it. The Authority has reviewed removing the eight inch line and installing a six inch lateral from their building to the next manhole. Mr. Czekanski explained the next downstream manhole is at the next property downstream on Route 130 further south, so coming out of that manhole with a six-inch line would miss the cleanouts by their building by four inches, so they would have to change the plumbing in their building to raise it all by four inches. The line that is in Route 130 is fairly steep, so if we use an eight-inch line at a flatter slope, then put in a manhole and then start a six-inch line, it could work based on slopes they use. This however is a very tight spot along the curb-line on Route 130 putting in about 70 feet of pipe plus the manhole and then coming out with that lateral. The Authority would need to pick up the cost, it wouldn't be prevailing wages, but whatever the Authority could negotiate with the site developer.

Mr. Eustace explained the contractor and owner already have all of the DOT permits and feel it most expedient and efficient to approach them to complete the work before the store opens, rather than wait for problems to arise at a later date. The board will be presented with costs at a future meeting.

III. PUBLIC PARTICIPATION:

In attendance was James H. Kostoplis the Township of Bordentown liaison to the Authority. Mr. Kostoplis brought up at the last Township Committee that this Authority has passed inspections during the last eight years under Mr. Eustace's direction.

On motion by Malone, seconded by Targonski, it was moved to adjourn the meeting at approximately 6:35 p.m.

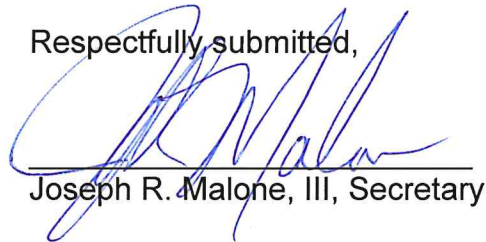
Recorded vote:

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

APPROVED ON:

October 15, 2018

Respectfully submitted,



Joseph R. Malone, III, Secretary

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR SEPTEMBER 17, 2018 MEETING
PREPARED BY REMINGTON & VERNICK (RVE) ENGINEERS**

AUTHORITY CONVEYANCE SYSTEM TOPICS:

- **Mile Hollow Pump Station Pump Replacement:** Project has been completed since August 20th. *Board action requested to approve the release of the performance bond and acceptance of the two year maintenance bond conditioned upon the maintenance bond meets the Solicitor's acceptance.*
- **Nissan Property:** The applicant's engineer is moving forward with establishing design improvements at the Authority's Sylvan Glen pump station along with a private on-site pump station/force main system that discharges into the Authority's sanitary sewer system that fronts the development.
- **Rising Sun Road Force Main:** The applicant's contractor completed installing two concrete barriers in the existing pipe trench to stop the flow of groundwater present in the stone surrounding the pipe. This was necessitated by groundwater bubbling out of the ground into the Petro parking lot. The site will be visited in the future by Authority personnel to confirm the suggested design by the applicant's engineer resolved the problem.

DEVELOPMENT TOPICS:

- **Auto Body Repair of America:** Route 130 auto body/glass replacement shop. In review stage. Applicant has paid the connection fee. Applicant is preparing a performance bond submittal and updated drawings.
- **Bordentown Waterfront Phase II: River Side of River Line Tracks: Apartments/Townhouses/Club Houses:** Review phase is nearing a close but the applicant still has several items to address. No recent activity.
- **Central Crossing Building 2W: "Construction Drawing" sets** were distributed. Amboy Bank initially provided a "Rising Sun Road Fair Share" amount to the developer that the Authority documented was too low. Amboy Bank has re-issued their payment request amount.
- **Rising Sun Meadows:** The Authority provided a will serve letter. No recent interaction.

- **Old York Business Park:** This project has been updated since initial submissions in 2005. We have a re-submission under review.
- **Route 130 WaWa:** Our office provided design review comments to the applicant.

AUTHORITY PLANT TOPICS

- **PCB Minimization Plan Annual Update:** The first annual update was provided to the DRBC on August 31, 2018.

MAINTENANCE BOND SUMMARY

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
- **Route 206 Sanitary Sewer:** Expires August 21, 2019; Per 8/2017 Res.
- **East Haven Woods:** Expires September 17, 2019: Per Res. 2017-078
- **JDF B3 Roof:** Expires February 2020; Per 2/2018 Res.

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