

BORDENTOWN SEWERAGE AUTHORITY
MEETING MINUTES
March 18, 2019

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 26, 2019,
- b. Mailing written notice to THE TIMES and BURLINGTON COUNTY TIMES on February 26, 2019; 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, 2019.

The following persons were in attendance: Board Members, M. Ellen Gulbinsky, 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 Aneka Miller.

APPEAL: 348 FARNSWORTH AVENUE

Appearing on behalf of the owners of 348 Farnsworth Avenue were Kenneth W. Biedzynski, Esq., and Effie of Platinum Management Group to update the board on the status of removing storm water from the on-site sanitary sewer system wet well. Effie stated he anticipates the disconnection of storm water from the sanitary sewer to be complete within the next sixty days.

Mr. Czekanski explained the sanitary and storm water pipe penetrations in the wet well may not be identifiable with a visual assessment of the wet well, so the Authority requested a four-foot deep trench area be excavated around the wet well to ensure all pipes are exposed and identified as either sanitary or storm. The storm water pipes can then be plugged, but Mr. Czekanski cautioned that the storm water has to go somewhere, so the property owner should consider the storm water flow and contact the City of Bordentown. Bordentown Sewerage Authority staff need to be present when the bypass pump is connected to see if there is any groundwater infiltration into the wet well.

Mr. Coleman confirmed the violation fees as of the date of the meeting are \$10,300. The fines will continue to accrue until the stormwater is no longer discharging into the sanitary sewer system.

Mr. Malone stated on the record that he feels Mr. Biedzynski is a gentleman who has sacrificed himself on behalf of his client. Mr. Lynch agreed with the statement and advised that he is on the board at the City of Bordentown who will approving the plans.

On motion by Lynch, seconded by Targonski, it was moved to approve the regular session minutes of the February 18, 2019 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by Lynch, seconded by Targonski, it was moved to approve the executive session minutes of the February 18, 2019 meeting as submitted.

There was no discussion on the minutes.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2019-25, approving the March payment of bills from the Operating Fund in the amount of \$217,645.72 of which \$125,558.03 is a payroll transfer and \$8,279.30 is a capital expense.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Targonski, it was moved to adopt Resolution 2019-26, approving the payment of March bills from the Escrow Fund in the amount of \$7,686.27.

No discussion on this Resolution.

Recorded vote:

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

On motion by de Groot, seconded by Malone, it was moved to adopt Resolution 2019-27, approving the credits and/or refunds of customer accounts in the amount of \$8.69.

No discussion on this Resolution.

Recorded vote:

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

I. AGENDA ITEMS FOR DISCUSSION AND/OR ACTION:

A. ADMINISTRATIVE BUILDING ROOF REPLACEMENT:

- 1) On motion by Targonski, seconded by Malone, it was moved to adopt Resolution 2019-28, authorizing the award of Contract 2019-C12, to Robert Ganter Contractors in the amount of \$72,033.75 for the replacement of Black's Creek Wastewater Treatment Plant Administrative Roof.

Mr. Czekanski explained the lowest apparent bidder, Journey Contracting Company Inc, was not able to provide a product of equal quality to the specifications. Journey provided shop drawings of the materials for review. There were materials that were not equal in reference to strength or warranty, for example a condition of the warranty was to keep the materials ventilated.

Mr. Eustace explained the difference in materials was the underlayment which was selected because there are 38 penetrations in the roof. The underlayment, which is a storm shield will be taken all the way to the side of the penetration and a flange will be placed on top of that.

Mr. Targonski commented that the underlayment material is very sticky, can be difficult to work with, but is very effective.

Recorded vote:

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

- 2) On motion by de Groot, seconded by Lynch, it was moved to adopt Resolution 2019-29, authorizing a transfer of funds from the Renewal & Replacement account in the amount of \$72,033.75 for the administrative building roof replacement.

No Discussion on this Resolution.

Recorded vote:

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

II. PROFESSIONAL REPORTS:

A. EXECUTIVE DIRECTOR:

OPEN SEWER CONNECTION ACCOUNTS:

- 1.) Monthly development meeting with Township construction and planning officers took place March 14, 2019.

VOLUNTEERS OF AMERICA:

Mr. Eustace spoke about the addendum of the TWA. The Authority provided a letter approving the installation of temporary holding tanks, and in the letter required an annual update on the conveyance system construction. Mr. Eustace went on-site to see the installed tank, which was installed partially underground up to the 6,000 gallon mark on the side. Per NJDEP regs the system must have a minimum of two days storage, a licensed operator, and an alarm system which calls the hauler when the tank reaches 75% full.

- 2.) Old York Business Park; Approval of S-1 and S-2 applications; Environmental Protection Agency waiver application was mailed March 8, 2019.
- 3.) Notice of public hearing; City of Bordentown planning board; Applicant to construct three residential homes requesting waivers and variances; 22 & 24 E. Burlington Street and 401 Carpenter Street.

Mr. Lynch provided a brief summary of the planning board meeting, the project was sent back for additional review. There is an issue with parking. The project would have to pay for two connections. 24 E Burlington Street was capped in December 2018.

- 4.) Notice of public hearing; Township of Bordentown zoning board; Application to appeal for waivers and approvals for Rita's Water Ice located at the Hilltop Plaza, Mission Road.
- 5.) Central Crossings Business Park Building 2W; Pre-construction meeting took place March 13, 2019. Received Signed S-1 and S-2 application for the development file for new owner First Industrial Realty Trust.

The executive director spent 20 hours and the administrative staff spent 15 hours on developer projects. The 2018 draft audit report was presented and an exit interview took place with Mr. Holt on March 18, 2019. The finance committee will be asked to meet for a presentation of the audit report with Mr. Holt prior to the next meeting. Mr. Eustace mentioned the bill was signed regarding the 2% CAP regulations, and will research the bill more thoroughly and report back. Mr. de Groot asked if CAP exemptions would apply to this Authority. Mr. Eustace stated that more research needs to be done, but the law may not apply to this Authority at all.

B. GENERAL COUNSEL:

Mr. Coleman spent time on Volunteers of America, 348 Farnsworth Ave, Roof bids, and a matter which is to be discussed in closed session.

Mr. Coleman provided an update from the prior month in which the board recommended Mr. Eustace set up a meeting with Tower Gate, the developer of 119 acres off of Kinkora Road in Mansfield Township. A meeting took place on March 1st, and a memo regarding the meeting was distributed to the board prior to this meeting. The information discussed related to the Authority's conveyance system and potential issues. There is no further action required at this time.

C. ENGINEER:

Mr. Czekanski's full report is attached to these minutes and made a part thereof. Mr. Czekanski provided detail regarding the Sylvan Glen culvert repair that Bordentown Township received a grant to replace. The sanitary and force main for the Sylvan Glen pump station cross that culvert. It is almost a design build for the contractor. A temporary force main system is being designed to go around the culvert. The Authority will be getting 100'-150' of new force main. A by-pass pumping chamber will also be constructed.

III. PUBLIC PARTICIPATION:

In attendance were Kenneth Biedzynski, Esq., and Effie who spoke earlier in the meeting when 348 Farnsworth Avenue was discussed.

IV. APPOINTMENT OF SUBCOMMITTEES:

Mrs. Gulbinsky reappointed the same subcommittees for the current year as follows.

Finance: Mr. de Groot, Mr. Malone, & Mr. Lynch
Personnel: Mrs. Gulbinsky, Mr. Lynch
Profession Contract (RFP): Mrs. Gulbinsky, Mr. Lynch

Mrs. Gulbinsky created a special committee tasked with revising the Bordentown Sewerage Authority's Rules and Regulations. The Rules and Regulations Committee will be comprised of board members Mr. de Groot, Mrs. Gulbinsky, and Mr. Lynch, Mr. Eustace, Mrs. Kwelty, Mr. Czekanski, and Mr. Coleman.

V. EXECUTIVE SESSION:

On motion by Malone, seconded by Targonski, it was moved to adopt Resolution 2019-24 to meet in executive session for the purpose of potential litigation discussion.

Recorded vote:

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

On motion by Targonski, seconded by Malone, it was moved to reconvene in public session.

Recorded vote:

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

On motion by Malone, seconded by Lynch, to authorize the solicitor and the Executive Director to move forward with the terms and conditions of an amicable settlement agreement that is consistent with the provisions that we discussed previously in closed session related to K. Johnson litigation.

Recorded vote:

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

VI. ADJOURNMENT OF MEETING:

On motion by Lynch, seconded by Targonski, it was moved to adjourn the meeting at approximately 7:05 p.m.

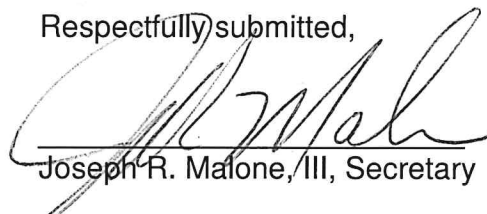
Recorded vote:

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

APPROVED ON:

April 15, 2019

Respectfully submitted,



Joseph R. Malone, III, Secretary



REMINGTON
& VERNICK
ENGINEERS

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**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR MARCH 18, 2019 MEETING PREPARED BY
REMINGTON & VERNICK (RVE) ENGINEERS**

PLANT TOPIC

Administrative Building Roof Replacement: 7 Bids received; First – third low bids were

- \$66,665.00
- \$72,033.75
- \$72,725.00

Based on initial questioning of the low bidder the contractor proposes to utilize substituted products that we evaluated are not equal to the specified materials. Therefore, we recommend award to the second low bidder (Robert Ganter Contractors) on the condition this contractor is using the specified materials as stated to our firm.

348 FARNSWORTH AVENUE STORMWATER ENTRY ELIMINATION

RVE's drawing review phase is complete. The Applicant can move forward based on the information on the submitted drawing.

AUTHORITY CONVEYANCE SYSTEM TOPIC

The Authority has been asked to provide input on a Township of Bordentown culvert replacement project near the Sylvan Lake pump station which is off Route 206S in the central portion of town. RVE is designing a force main bypass chamber and associated piping improvements to enable the contractor to bypass pump the wastewater flow around the culvert work area while it is being replaced. Ultimately, the bypass chamber will become a permanent part of the Authority's conveyance system with new piping – both force main and sanitary sewer main – across the replaced culvert.

DEVELOPMENT TOPICS

- Matrix Warehouse (Georgetown Road Across from Clifton Mills Development): As follow-up to the Township chaired preconstruction conference the Applicant has submitted the latest revised construction drawings for our review and distribution. A building with a fire pump is now connected which will result in an increased connection fee. The builder has to provide details for this building.
- Volunteers of America (Burlington Road near Fieldsboro border): Since the downstream conveyance system is not totally constructed the Applicant installed a temporary underground pump station which discharges into a partially buried holding tank for ultimate wastewater disposal by hauling to the Authority's treatment plant. As required by NJDEP regulations the Applicant has prepared a NJDEP Treatment Works permit modification application which Richard Eustace endorsed on behalf of the Authority.

**BORDENTOWN SEWERAGE AUTHORITY
ENGINEER'S STATUS REPORT FOR MARCH 18, 2019 MEETING PREPARED BY
REMINGTON & VERNICK (RVE) ENGINEERS
(CONTINUED)**

- Tractor Sales Center (Corner of Rising Sun Road and Route 130): Corner lot is proposed for this type of commercial work with a lateral connection on Rising Sun Road. Review letter being prepared.
- Central Crossing Building 2W: RVE attended a preconstruction meeting on March 13th. This site will contain a privately owned/operated pump station.
- Mansfield Tower Gate: On March 1th, Tom Coleman and Richard Czekanski joined Authority personnel for an introductory meeting with representatives from the proposed Mansfield development. The estimated wastewater flow from this development would be 120,000 gallons per day. If connected, the developer would own and operate all sanitary sewer, pump station and force main systems until this system reached an Authority directed location within the Authority's conveyance system.
- Wawa Lateral Connection: To avoid any lengthy issues associated with resolving a lateral backup at the proposed lateral connection point the Authority installed a manhole for the developer to connect into.

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
- JDS B3 Roof: Expires February 2020; Per 2/2018 Res.
- Mile Hollow Pump Station; Expires August 20, 2020
- DCT I-295 Warehouse: Per Resolution 2019-9 for manhole lining main. bond; Expires Jan. 2021

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